



CITY OF GOLDSBORO
Manager's RECOMMENDED BUDGET
FY 2023-2024
May 15, 2023



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May 15, 2023

Honorable Mayor and Councilmembers:

It is my pleasure to submit the City of Goldsboro Fiscal Year (FY) 2023-2024 recommended budget of \$75,838,254. This budget is an increase of .4% from last year's amended budget and projects sufficient revenues to fund expenditures from July 1, 2023, through June 30, 2024.

An uncertain economy and stagnation in assessed property values were major drivers of the proposed budget. Revenue assumptions remain conservative and include recommended tax and utility rate increases as well as fee increases to keep pace with the rising costs of inflation. City property value growth is estimated to be .8%, from \$2.58 billion to \$2.61 billion or \$21 million (M), generating \$143K in revenue. A property tax increase of \$.04/\$100 valuation is recommended to generate an additional \$1.1M in general fund (GF) revenue. Sales tax growth is estimated to be 5%, raising an additional \$600K. Appropriated fund balance is recommended in the amount of \$1.5M from the GF as an additional \$1.4M of federal American Rescue Plan Act (ARPA) revenue planned for this budget was utilized last FY for employee pay to close out the \$8.8M ARPA lost revenue appropriation to the City. Utility fund (UF) water and sewer rates increase 4%, \$281K, and stormwater fees increase 5%, \$80K, to enable current operations and future projects.

Notable new expenditures include: General Fund – Goldsboro Police Department (GPD) eight (8) vehicles, GPD and Goldsboro Fire Department (GFD) fleet mobile data terminal (MDT) replacements, public works garbage truck and leaf machine \$1.8M loan; employee 2% cost of living pay increase July 1, 2023 and 1% merit increase January 1, 2024, \$760K. Utility Fund – federal mandated lead service line inventory \$1.9M; Water Reclamation Facility (WRF) expansion study \$632K; backhoe loader and bobcat \$250K. Stormwater Fund – dump truck \$235K. Occupancy Tax Fund – Bryan Multisport Complex maintenance building \$250K.

Significant budget investments and shortfalls as they relate to the City Strategic Plan goals include:

Safe and Secure Community:

GFD and GPD approved staffing levels are funded at the same level as last year (96% and 83% respectively) to provide the safest environment possible for given funding constraints and personnel shortfalls. Eight (8) GPD patrol cars beyond their service life will be replaced with seven (7) sport utility vehicles and one (1) car. Debt service payments for the \$5.3M Public Safety Complex and Fire Station 4 expansions amount to \$486K. Efforts to ensure high quality drinking water and sewer infrastructure include debt payments of \$3.1M, lead service line inventory \$1.9M, WRF expansion study \$632K, water tank management and WTP repairs \$580K. Department requests not funded include a GFD apparatus (fire engine), GPD vehicles (8), GPD and GFD personnel positions that remain frozen, GPD radios and cameras, GFD training center improvements.

Strong and Diverse Economy:

The City benefits significantly from the economic impact of Seymour Johnson Air Force Base (\$706M in FY21). The base active-duty personnel, reservists, civilians, and dependents are roughly a third of our local population and military retirees and dependents are another significant portion of our community. This budget provides solid waste services and event support that ensure the City maintains a strong relationship with our military and civilian “One Community” partners. The City’s \$12M investment revitalizing downtown has realized nearly a 6:1 return from federal, state, and private investment of \$68M since 2013; additional private business and residential investment is expected. City investments in the Maxwell Regional Agricultural and Convention Center and Hotel and the Bryan Multi-Sports Complex will continue to grow property, sales, and occupancy tax revenue. The City continues to partner with the Wayne County government and the Wayne County Development Alliance to develop the Goldsboro Business Campus and Park East while supporting Mount Olive Pickle’s growth in Goldsboro. Growth along the Highway 70 bypass and other areas of the City in the form of business and residential development will soon add to our tax base due to availability of vacant land and water and sewer utilities. Funding shortfalls include the public utility WRF UV system replacement and phase III sewer projects, a Comprehensive Land Use Plan, and Bryan Multisport Complex field lighting.

Exceptional Quality of life:

Access to City owned and operated parks and recreation facilities is excellent. This budget invests in maintaining the Bryan Multi-Sports Complex as a top soccer facility in the country with a \$250K equipment maintenance building. An additional \$50K was added to the Goldsboro Wayne Transportation Authority (GWTA) budget to leverage additional federal funding for current services. The demolition of the old Herman Park Center and building of the new Herman Park Center are not in this budget but we are hopeful grant funding may make this possible in the future. Other projects and equipment not funded include street paving, City Hall HVAC system, IT network equipment, and a garbage truck.

Racial and Cultural Harmony:

The Community Relations and Development department enables the use of U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant, \$362K, and HOME, \$294K, funding as approved in the Annual Action Plan. Additional HUD HOME ARP, \$908K, and City, \$100K, funding will enable non-profit organizations (NPOs) to help reduce homelessness and provide basic needs, health, and education. The Human Resources Department provides online cultural diversity and sensitivity training for all City employees.

Model of Excellence in Government:

The City Strategic Plan is used to evaluate the implementation of public services to meet the Council established vision, mission, values, and goals. Goldsboro is one of ten (10) North Carolina cities that participate in the UNC School of Government Benchmarking Project to compare services and performance trends and develop best practices. The Stantec utility rate and system development fee studies have been essential to fund current and future water and sewer infrastructure projects. The WRF expansion study funded in this budget will define the expected costs of providing additional sewer treatment capacity for the City. Unfortunately, ten (10) new requested positions to improve services for our residents and visitors were not funded.

RECOMMENDED BUDGET OVERVIEW

A comparison of the adopted FY 2022-23 budget (as amended) to the recommended FY 2023-24 budget is shown below.

Fund	Adopted FY 2022-23 (as amended)	Recommended FY 2023-24	Difference	Explanation (if needed)
General	\$46,527,373	\$49,356,128	\$2,828,755	Use of ARPA funding and property tax increase; expected sales tax growth
Stormwater	1,981,528	1,854,000	(127,528)	No use of fund balance, no capital, 5% fee increase.
Utility	25,734,258	23,309,993	(2,424,265)	ARPA funding decrease; water and sewer rate increase.
Downtown District	117,019	102,683	(14,336)	
Occupancy Tax	1,191,450	1,215,450	24,000	Use of fund balance not included.
Totals	\$75,551,628	\$75,838,254	\$286,626	

Included in the recommended budget are summary information, revenue projections, departmental overview, goals and objectives, and line-item expenditure detail for each department. Highlights of the recommended budget include:

Item	Change	Notes
Tax Rate	Yes	4 cent increase from 68 to 72 cents per \$100 of valuation.
Municipal Service District	No	Current rate is 23.5 cents per \$100 of valuation.
Occupancy Tax	No	Current occupancy tax is 5 percent for city and 1 percent for county.
Solid Waste Fee	Yes	See fee schedule.
Utility Rates & Fees	Yes	4% rate increase for water and sewer.
Stormwater Fee	Yes	5% fee increase.
Parks & Recreation Fees	Yes	Increase in fees for Golf Course and GEC activities.
New Debt General/Stormwater Fund	Yes	Financing for new equipment \$2.02M.
Business Registration Fee	No	\$20 annually for businesses operating within the City of Goldsboro.
Vehicle Licensing Tax	No	\$10 per vehicle residing within the City limits.
Planning Fees	Yes	See fee schedule.
Number of Positions Authorized/Funded	Yes	Full-time Employee (FTE) increase 489 to 493.
New Positions Authorized/Funded	Yes	Total (4) - 1 FTE Nurse, 1 FTE Golf Maintenance Technician, 1 FTE Paramount Technical Director; 1 FTE Administrative Assistant Engineering.
Item	Change	Notes

Retirement Rates	Yes	General Employee 12.15% to 12.91%; Law Enforcement Employees 13.04% to 14.24%.
Health Insurance Changes	Yes	The City joined NC State Health Plan in January 2016. Employee rates increased 24.1% in January 2022 from \$521.96 to \$647.86 per month but decreased to \$584.96 for calendar year 2023. Rates are expected to increase to \$614.00 effective January 2024. On January 4, 2023, Treasurer Folwell announced that Aetna will replace Blue Cross Blue Shield as the third part administrator in 2025.
Employee Pay Increases	Yes	2% COLA effective for the first pay period after July 1, 2023, and 1% merit effective for the first pay period after January 1, 2024.
Employee 401(k) Contribution	No	Continue Contribution 5% for sworn law enforcement and 4% for all non-sworn City employees.

BUDGET SUMMARY

The total budget recommended for Fiscal Year 2023-24 is \$75,838,254 and is balanced as required by North Carolina General Statute §159-11. This total represents a decrease of \$3.1M from Fiscal Year 2022-23 Adopted Budget due to the reduction in ARPA funding. The recommended budget is summarized below:

	Estimated Revenues	Estimated Expenditures	Fund Balance Appropriated
General Fund	\$ 49,356,128	\$ 49,356,128	\$ -
Stormwater Fund	1,854,000	\$ 1,854,000	-
Utility Fund	23,309,993	\$ 23,309,993	-
Downtown District	102,683	\$ 102,683	-
Occupancy Tax	1,215,450	\$ 1,215,450	-
Total Budget FY23-24	<u>\$ 75,838,254</u>	<u>\$ 75,838,254</u>	<u>\$ -</u>

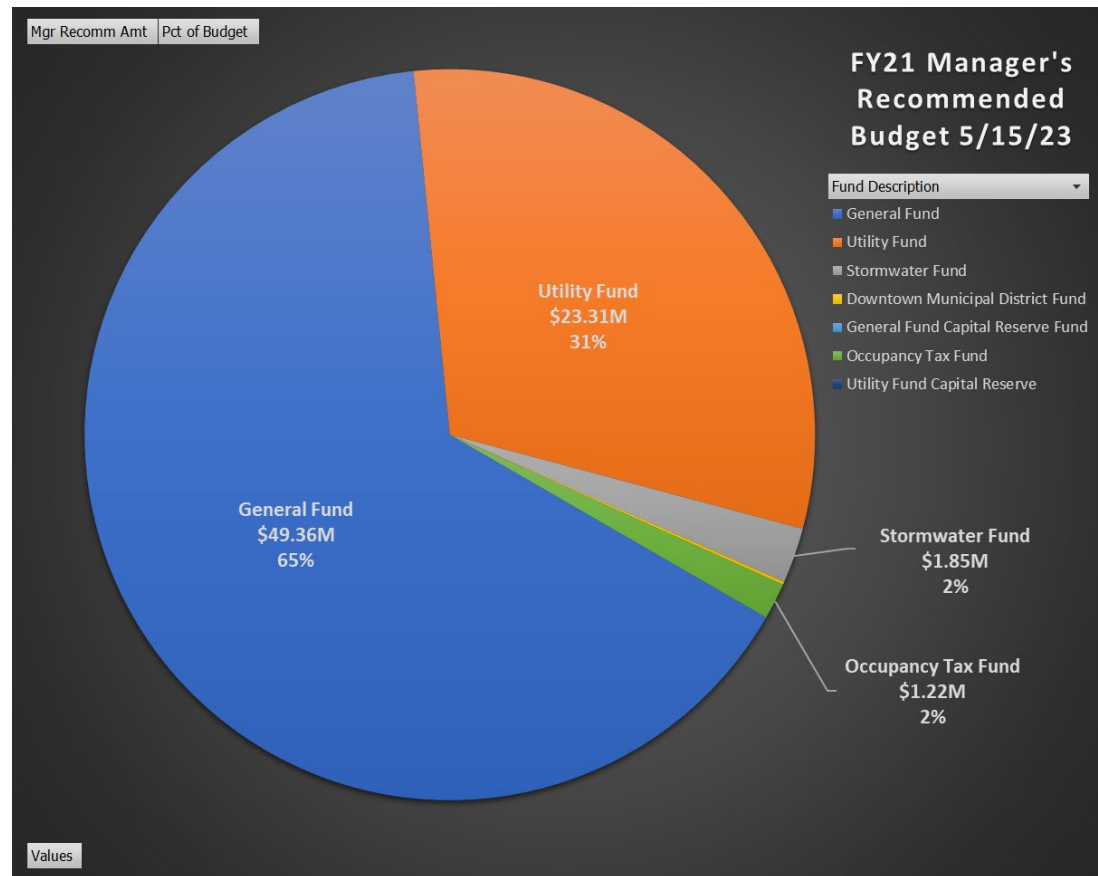
I would like to thank the City department heads and administrative staff for helping to develop this budget. Without their diligent efforts, this document would not be possible.

Respectfully submitted,



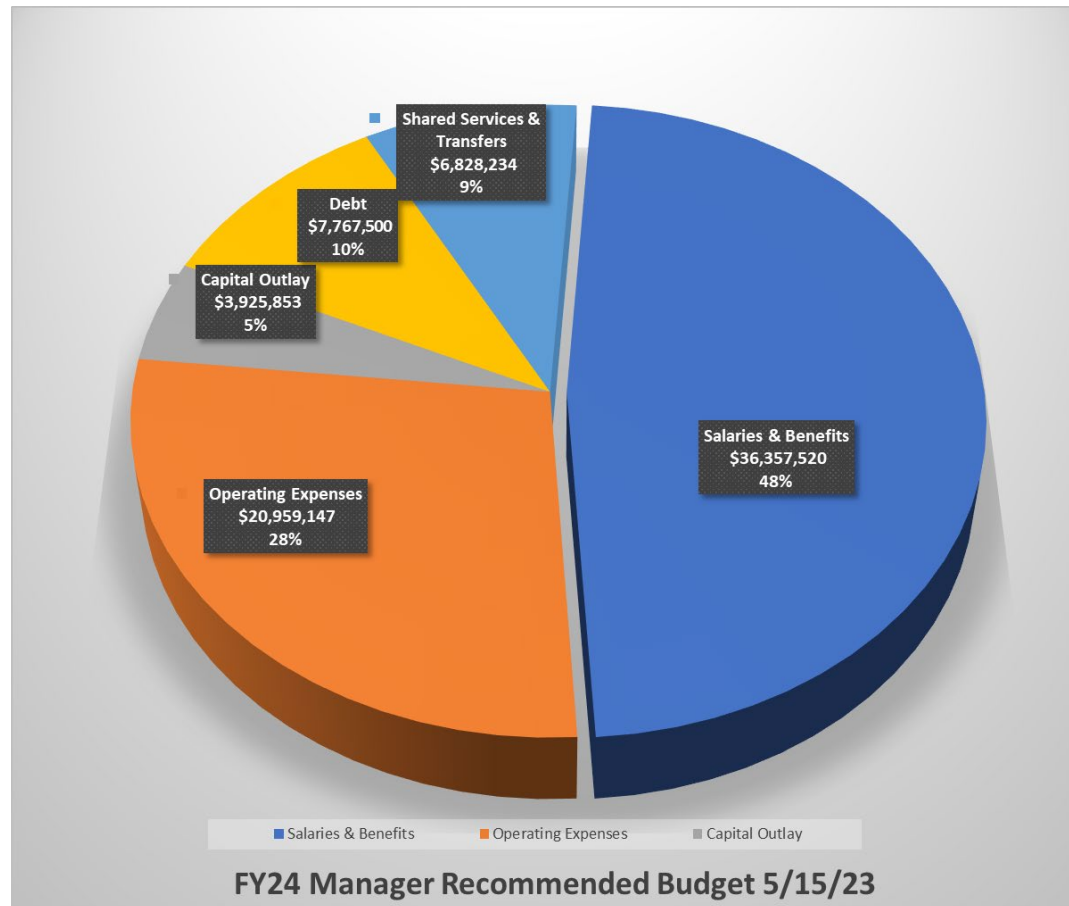
Timothy M. Salmon
City Manager

FY23-24 Manager's Recommended Budget All Funds 5/15/23



Fund	FY23 Adopted 6/20/22	FY24 Manager Recommended Budget 5/15/23	FY24	
			Mgr. Rec.	% of
			Change FY24 V.	Total
			FY23	
General Fund	\$ 49,265,445	\$ 49,355,128	\$ 89,683	65%
Utility	\$ 24,926,466	\$ 23,309,993	\$ (1,616,473)	31%
Stormwater Fund	\$ 1,918,628	\$ 1,854,000	\$ (64,628)	2%
Occupancy Tax	\$ 1,191,450	\$ 1,215,450	\$ 24,000	2%
Downtown District	\$ 96,387	\$ 102,683	\$ 6,296	0%
General Fund Capital Reserve	\$ 1,000	\$ 1,000	\$ -	0%
Utility Fund Capital Reserve	\$ 1,506,129	\$ -	\$ (1,506,129)	0%
All Operating Funds	\$ 78,905,505	\$ 75,838,254	\$ (3,067,251)	100%

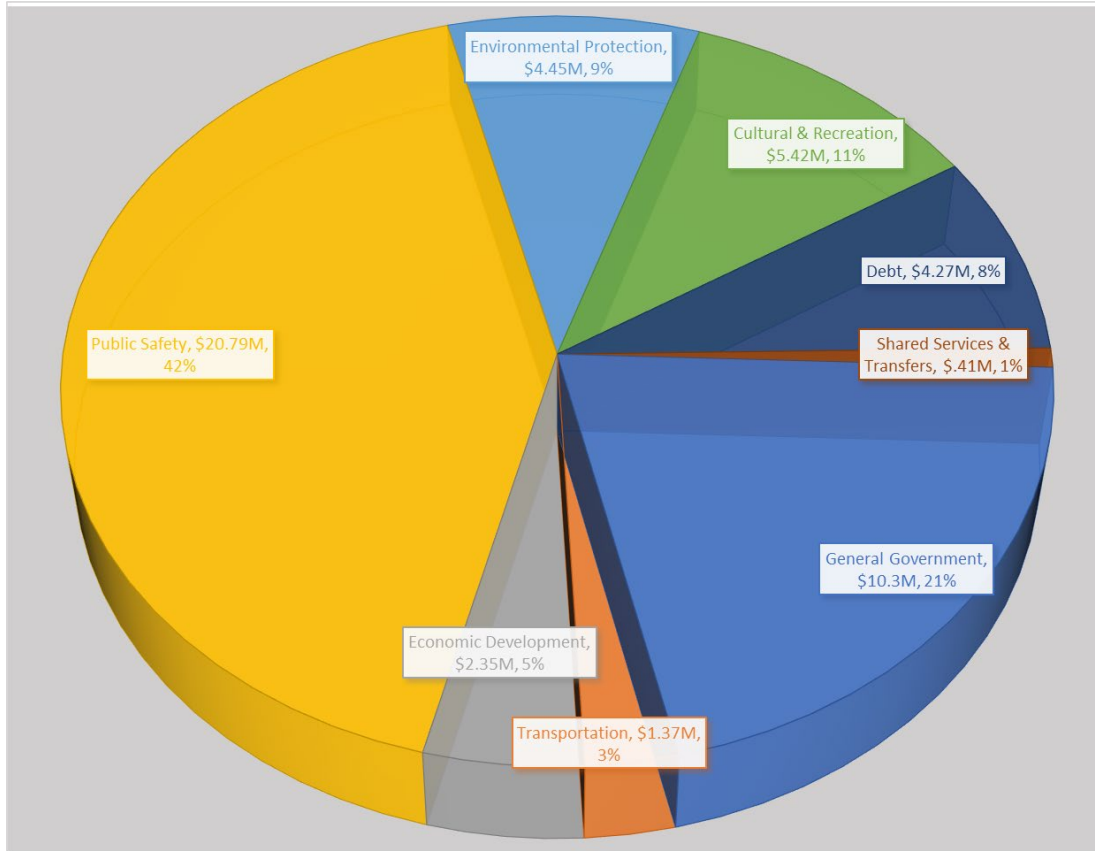
FY23-24 Manager's Recommended All Funds Expenditure Summary by Type



Expend Type	FY24 Manager				
	FY23 Adopted 6/20/22	Recommended Budget 5/15/23	Change FY24 V. FY23	Mgr Recom % of Total	
Salaries & Benefits	\$ 34,876,152	\$ 36,357,520	\$ 1,481,368	48%	
Operating Expenses	\$ 20,271,646	\$ 20,959,147	\$ 687,501	28%	
Capital Outlay	\$ 6,698,814	\$ 3,925,853	\$ (2,772,961)	5%	
Debt	\$ 8,126,800	\$ 7,767,500	\$ (359,300)	10%	
Shared Services & Transfers	\$ 8,932,093	\$ 6,828,234	\$ (2,103,859)	9%	
All Funds Expend.	\$ 78,905,505	\$ 75,838,254	\$ (3,067,251)	100%	

FY23-24 Manager's Recommended – General Fund Expenditures by Functional Group

The General Fund makes up \$45.2M or 66% of the \$68.2M Manager's Recommended budget. The table below outlines how dollars are allocated to a specific functional area of government.

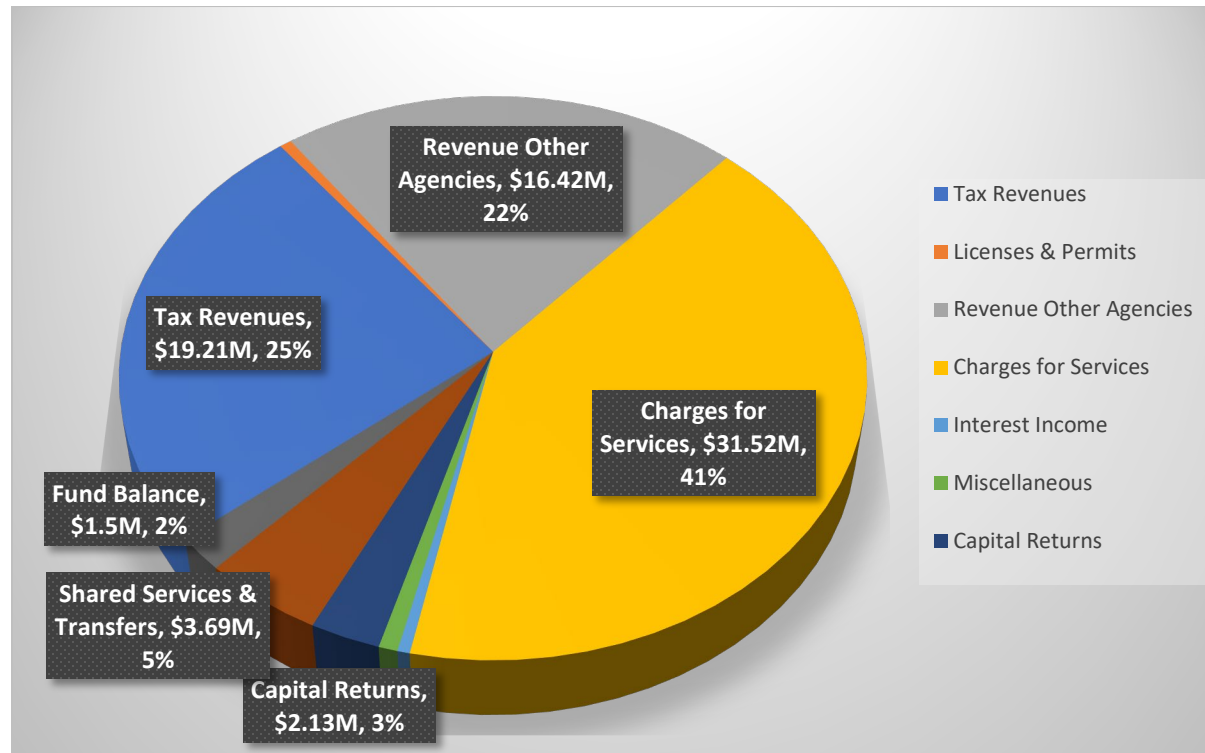


Highlights of Increases/(Decreases)

- ✓ Public Safety
 - Operations (\$246K)
 - Capital (\$970K)
 - Salary & Benefits \$870K
- ✓ General Government
 - Operations \$464K
 - Capital \$296K
 - Salary & Benefits \$343K
 - Debt (\$100K)
 - Shared Services & Transfers (\$667K)
- ✓ Culture & Recreational
 - Operations \$102K
 - Capital (\$141K)
 - Salary & Benefits \$307K
- ✓ Environmental Protection
 - Operations (\$15K)
 - Capital (\$107K)
 - Salary & Benefits (\$78K)
- ✓ Transportation
 - Operations (\$4K)
 - Capital (\$48K)
 - Salary & Benefits \$8K
- ✓ Economic Development
 - Operations \$114K
 - Capital (\$115K)
 - Salary & Benefits \$75K

Expenditure Type	FY23 Adopted 6/20/22	FY24 Manager Recom.	Change FY24 V. FY23	FY24 Mgr. Rec. % of Total
General Government	\$9.19M	\$10.3M	\$1.1M	21%
Transportation	\$1.42M	\$1.37M	-\$.04M	3%
Economic Development	\$2.28M	\$2.35M	\$.08M	5%
Public Safety	\$21.14M	\$20.79M	-\$.35M	42%
Environmental Protection	\$4.65M	\$4.45M	-\$.2M	9%
Cultural & Recreation	\$5.15M	\$5.42M	\$.27M	11%
Debt	\$4.37M	\$4.27M	-\$.1M	9%
Shared Services & Transfers	\$1.08M	\$.41M	-\$.67M	1%
All Operating Funds	\$49,265,445	\$49,355,128	\$ 89,683	100%

FY23-24 Manager's Recommended – General Fund Revenues



Revenue Type	FY23 Adopted 6/20/22	FY24 Manager Recom. 5/15/23	Change FY24 V. FY23	Mgr Recom % of Total
Tax Revenues	\$18.09M	\$19.21M	\$1.12M	25%
Licenses & Permits	\$.4M	\$.42M	\$.02M	1%
Revenue Other Agencies	\$21.15M	\$16.42M	-\$4.73M	22%
Charges for Services	\$31.22M	\$31.52M	\$.3M	42%
Interest Income	\$.02M	\$.38M	\$.35M	0%
Miscellaneous	\$.64M	\$.57M	-\$0.07M	1%
Capital Returns	\$2.56M	\$2.13M	-\$0.43M	3%
Shared Services & Transfers	\$4.84M	\$3.69M	-\$1.14M	5%
Fund Balance	\$.M	\$1.5M	\$1.5M	2%
Revenues General Fund	\$78.91M	\$75.84M	-\$3.07M	100%

FY23-24 Budget Summary by Fund

		FY23 Adopted		6/30/23		Manager	Manager	
		Budget Original	FY23 Amended	Estimated Actuals	FY23-24 Dept	Submitted	Submitted	ADOPTED
Operating Fund		6/20/22	Budget Dec 31	(JUN30)	Request (DEPT)	4/27/23 (MGR01)	04/28/23 (MGR02)	06/DD/23
11-General Operating	Revenues	\$48,489,336	\$49,265,445	\$46,526,373	\$45,027,187	\$44,683,485	\$49,355,128	
	Expenditures	\$40,608,158	\$49,265,445	\$46,526,373	\$46,620,515	\$60,124,276	\$49,018,985	\$49,355,128
General Fund	Surplus/(Deficit)	\$7,881,178	\$0	\$0	(\$1,593,328)	(\$15,440,791)	\$336,143	\$0
1110-Capital Reserve	Revenues	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	Expenditures	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000
General Fund Capital Reserve	Surplus/(Deficit)	\$1,000	\$0	\$0	\$1,000	\$0	\$0	\$0
15-Stormwater Fund	Revenues	\$1,901,832	\$1,918,628	\$1,981,528	\$1,990,976	\$2,134,000	\$1,854,000	
	Expenditures	\$1,857,437	\$1,918,628	\$1,981,528	\$1,498,223	\$2,134,000	\$1,748,396	\$1,854,000
Stormwater Fund	Surplus/(Deficit)	\$44,395	\$0	\$0	\$492,753	\$0	\$105,604	\$0
61-Utility Fund	Revenues	\$20,290,689	\$24,926,466	\$24,228,129	\$20,835,476	\$23,309,993	\$23,309,993	\$23,309,993
	Expenditures	\$14,926,001	\$24,926,466	\$24,228,129	\$18,852,971	\$23,309,993	\$23,272,859	\$23,309,993
Utility Fund	Surplus/(Deficit)	\$5,364,688	\$0	\$0	\$1,982,505	\$0	\$37,134	\$0
6110-Utility Fund Cap Res.	Revenues	\$0	\$1,506,129	\$1,506,129	\$1,506,129	\$1,500,000	\$0	\$0
	Expenditures	\$0	\$1,506,129	\$1,506,129	\$804,289	\$1,500,000	\$0	\$0
Utility Fund Cap. Res.	Surplus/(Deficit)	\$0	\$0	\$0	\$701,840	\$0	\$0	\$0
70-Downtown Special District	Revenues	\$98,010	\$96,387	\$117,019	\$102,560	\$102,683	\$102,683	\$102,683
	Expenditures	\$69,354	\$96,387	\$117,019	\$89,718	\$102,683	\$102,683	\$102,683
Downtown Goldsboro Special	Surplus/(Deficit)	\$28,656	\$0	\$0	\$12,842	\$0	\$0	\$0
95-Occupancy Tax Fund	Revenues	\$1,116,324	\$1,191,450	\$1,191,450	\$1,186,429	\$1,215,450	\$1,215,450	\$1,215,450
	Expenditures	\$1,125,842	\$1,191,450	\$1,191,450	\$1,174,752	\$1,215,450	\$1,215,450	\$1,215,450
Occupancy Tax Fund	Surplus/(Deficit)	(\$9,518)	\$0	\$0	\$11,677	\$0	\$0	\$0
TOTAL ALL FUNDS	Revenues	\$71,897,191	\$78,905,505	\$75,551,628	\$70,649,757	\$72,946,611	\$75,838,254	\$75,838,254
	Expenditures	\$58,586,791	\$78,905,505	\$75,551,628	\$69,040,469	\$88,387,402	\$75,359,373	\$75,838,254
Surplus/(Deficit)		\$13,310,400	\$0	\$0	\$1,609,288	(\$15,440,791)	\$478,881	\$0

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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

FY2023-24 Budget
Summary by Fund and Organization

General Fund Revenues				
Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Tax Revenues	\$ 17,989,167	\$ 19,103,725	6%	\$ 1,114,558
Licenses & Permits	\$ 402,275	\$ 422,350	5%	\$ 20,075
Revenue Other Agencies	\$ 16,372,366	\$ 16,420,517	0%	\$ 48,151
Charges For Services	\$ 6,118,579	\$ 6,110,922	0%	\$ (7,657)
Capital Returns	\$ 989,827	\$ 2,057,500	108%	\$ 1,067,673
Miscellaneous Revenue	\$ 130,300	\$ 49,700	-62%	\$ (80,600)
Shared Services	\$ 3,328,996	\$ 3,690,414	11%	\$ 361,418
Transfer in Revenue	\$ -	\$ -	-	\$ -
Fund Balance Withdrawal	\$ 1,194,863	\$ 1,500,000	26%	\$ 305,137
Total Revenues - General Fund	\$ 46,526,373	\$ 49,355,128		\$ 2,828,755

FY2023-24 Budget
Summary by Fund and Organization

General Fund Expenditures

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Mayor & Council	\$ 390,998	\$ 462,741	18%	\$ 71,743
City Manager	\$ 739,492	\$ 870,147	18%	\$ 130,655
Human Resources Management	\$ 664,918	\$ 754,622	13%	\$ 89,704
Community Relations	\$ 243,382	\$ 201,049	-17%	\$ (42,332)
Paramount Theater	\$ 820,230	\$ 908,576	11%	\$ 88,346
Postage Service Credits	\$ -	\$ -	-	\$ -
Goldsboro Event Center	\$ 164,971	\$ 217,706	32%	\$ 52,735
Inspections	\$ 537,043	\$ 626,127	17%	\$ 89,084
Downtown Development	\$ 266,613	\$ 310,117	16%	\$ 43,504
Information Technology	\$ 2,526,664	\$ 3,023,207	20%	\$ 496,544
Public Works - Administration	\$ 469,354	\$ 626,044	33%	\$ 156,690
Garage	\$ 1,570,722	\$ 1,729,390	10%	\$ 158,668
Garage Service Credits	\$ (770,500)	\$ (749,750)	-3%	\$ 20,750
Buildings & Grounds	\$ 807,015	\$ 850,279	5%	\$ 43,264
Cemetery	\$ 342,690	\$ 394,197	15%	\$ 51,507
Finance	\$ 1,829,795	\$ 2,150,968	18%	\$ 321,173
Office Supply Credits	\$ -	\$ -	-	\$ -
PCard Transaction Clearing	\$ -	\$ -	-	\$ -
Planning & Redevelopment	\$ 1,546,346	\$ 1,436,087	-7%	\$ (110,259)
Street Maintenance	\$ 1,031,039	\$ 874,276	-15%	\$ (156,763)
Streets Utilities	\$ 501,000	\$ 497,000	-1%	\$ (4,000)
Street Paving Division	\$ 367,500	\$ -	-100%	\$ (367,500)
Solid Waste	\$ 4,259,316	\$ 4,056,771	-5%	\$ (202,545)
Engineering	\$ 1,203,382	\$ 1,396,199	16%	\$ 192,817
Fire Department	\$ 6,812,742	\$ 7,611,301	12%	\$ 798,559
Police Department	\$ 10,030,663	\$ 11,156,273	11%	\$ 1,125,609
Agency Support (NPO's)	\$ 509,000	\$ 499,129	-2%	\$ (9,871)
Non-Recurring Capital Outlay	\$ 400,503	\$ 482,593	20%	\$ 82,090
Parks and Recreation	\$ 3,267,188	\$ 3,566,417	9%	\$ 299,230
Golf Course	\$ 889,632	\$ 722,710	-19%	\$ (166,922)
Transfers & Shared Services	\$ 733,075	\$ 409,450	-44%	\$ (323,625)
Debt Service	\$ 4,371,600	\$ 4,271,500	-2%	\$ (100,100)
Total Expenditures-General Fund	\$ 46,526,373	\$ 49,355,128		\$ 2,828,755

FY2023-24 Budget
Summary by Fund and Organization

General Fund Capital Reserve

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Transfers In Revenue	\$ 1,000	\$ 1,000	0%	\$ -
Fund Balance Withdrawal		\$ -	-	\$ -
Total Revenues-Gen Fd Capital Reserve	\$ 1,000	\$ 1,000		\$ -
Transfers & Shared Services	\$ 1,000	\$ 1,000	0%	\$ -
Total Expenditures-Gen Fd Capital Reserve	\$ 1,000	\$ 1,000		\$ -

Stormwater Fund

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Charges For Services	\$ 1,601,528	\$ 1,604,000	0%	\$ 2,472
Capital Returns	\$ 312,100	\$ 245,000	-21%	\$ (67,100)
Miscellaneous Revenue	\$ 5,000	\$ 5,000	0%	\$ -
Fund Balance Withdrawal	\$ 62,900	\$ -	-100%	\$ (62,900)
Total Revenues-Stormwater Fund	\$ 1,981,528	\$ 1,854,000		\$ (127,528)
Stormwater Division	\$ 1,427,942	\$ 1,335,053	-7%	\$ (92,889)
Transfers & Shared Services	\$ 372,786	\$ 462,647	24%	\$ 89,861
Debt Service	\$ 180,800	\$ 56,300	-69%	\$ (124,500)
Total Expenditures-Stormwater Fund	\$ 1,981,528	\$ 1,854,000		\$ (127,528)

FY2023-24 Budget
Summary by Fund and Organization

Utility Fund

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Revenue Other Agencies	\$ -	\$ -	-	\$ -
Charges For Services	\$ 22,310,200	\$ 22,591,000	1%	\$ 280,800
Capital Returns	\$ 142,228	\$ 201,921	42%	\$ 59,693
Miscellaneous Revenue	\$ 500,000	\$ 517,072	3%	\$ 17,072
Transfers In Revenue	\$ 761,289	\$ -	-100%	\$ (761,289)
Fund Balance Withdrawal	\$ 514,412	\$ -	-100%	\$ (514,412)
Total Revenues-Utility Fund	\$ 24,228,129	\$ 23,309,993		\$ (918,136)
Billing & Meter Services	\$ 599,652	\$ 889,596	48%	\$ 289,944
Distribution & Collection	\$ 2,626,691	\$ 2,992,815	14%	\$ 366,124
Water Treatment Plant	\$ 4,795,290	\$ 4,640,401	-3%	\$ (154,889)
Water Reclamation Facility	\$ 5,429,937	\$ 4,716,093	-13%	\$ (713,844)
Utility Fund Capital Expense	\$ 510,800	\$ 165,028	-68%	\$ (345,772)
Compost Facility	\$ 1,061,526	\$ 804,798	-24%	\$ (256,729)
Transfers & Shared Services	\$ 5,953,533	\$ 5,981,263	0%	\$ 27,730
Debt Service	\$ 3,250,700	\$ 3,120,000	-4%	\$ (130,700)
Total Expenditures-Utility Fund	\$ 24,228,129	\$ 23,309,993		\$ (918,136)

Utility Fund Capital Reserve

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Transfers In Revenue	\$ 1,506,129	\$ -	-100%	\$ (1,506,129)
Fund Balance Withdrawal		\$ -	-	\$ -
Total Revenues-Utility Fd Capital Reserve	\$ 1,506,129	\$ -		\$ (1,506,129)
Transfers & Shared Services	\$ 1,506,129	\$ -	-100%	\$ (1,506,129)
Total Expenditures-Utility Fd Capital Reserve	\$ 1,506,129	\$ -		\$ (1,506,129)

FY2023-24 Budget
Summary by Fund and Organization

Downtown Municipal Service District

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Tax Revenues	\$ 96,387	\$ 102,683	7%	\$ 6,296
Capital Returns	\$ -	\$ -	-	\$ -
Miscellaneous Revenue	\$ -	\$ -	-	\$ -
Fund Balance Withdrawal	\$ 20,632	\$ -	-100%	\$ (20,632)
Total Revenues-Downtown MSD	\$ 117,019	\$ 102,683		\$ (14,336)
Transfers & Shared Services	\$ 4,800	\$ -	-100%	\$ (4,800)
Downtown District	\$ 112,219	\$ 102,683	-8%	\$ (9,535)
Total Expenditures-Downtown MSD	\$ 117,019	\$ 102,683		\$ (14,335)

Occupancy Tax Fund

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Revenue Other Agencies	\$ -	\$ -	-	\$ -
Charges For Services	\$ 1,186,150	\$ 1,209,450	2%	\$ 23,300
Capital Returns	\$ 300	\$ 5,000	1567%	\$ 4,700
Miscellaneous Revenue	\$ 5,000	\$ 1,000	-80%	\$ (4,000)
Fund Balance Withdrawal	\$ -	\$ -	-	\$ -
Total Revenues-Occupancy Tax	\$ 1,191,450	\$ 1,215,450		\$ 24,000
Transfers & Shared Services	\$ 17,480	\$ 39,874	128%	\$ 22,394
Occupancy Tax/Civic Center	\$ 785,311	\$ 742,380	-5%	\$ (42,931)
Occupancy Tax/Travel & Tourism	\$ 388,659	\$ 433,196	11%	\$ 44,537
Total Expenditures-Occupancy Tax	\$ 1,191,450	\$ 1,215,450		\$ 24,000

Total All Funds

Orgn Name	FY23 Amended Budget	Manager Recomm. 05/15/23 (MGR02)	% Change to FY23 Am. Adopted	Change to FY23 Am. Adopted
Revenue	\$ 75,551,628	\$ 75,838,254	0.38%	\$ 286,626
Expenditures	\$ 75,551,628	\$ 75,838,254	0.38%	\$ 286,626
Surplus/(Deficit)	\$ 1	\$ (0)		\$ 573,252

Revenues FY23-24

General Fund Revenue - major changes are detailed below:

- ✓ Property tax increase is recommended from \$0.68 to \$0.72 to generate approximately \$1.1M. See charts next page.
- ✓ Sales tax increase of approximately 5% is recommended generating approximately \$223K.
- ✓ Fee increases for various departments are recommended for the following departments:
 - ✦ Engineering
 - ✦ Fire
 - ✦ Inspections
 - ✦ Golf
 - ✦ Goldsboro Events Center
 - ✦ Planning
 - ✦ Parks and Recreation
 - ✦ Public Works Cemetery and Solid Waste
- ✓ Fee increases would be effective July 1, 2023 with the exception of Solid Waste fees which would be effective for the billing period on or after August 1, 2023.

Utility Fund Revenue – major changes are detailed below:

- ✓ Water and sewer rates increased for all rates and classes by 4% effective for the billing period on or after August 1, 2023.
- ✓ Public Works fee increases for non-consumption related utility services and fees.

Stormwater Fund Revenue - major changes are detailed below:

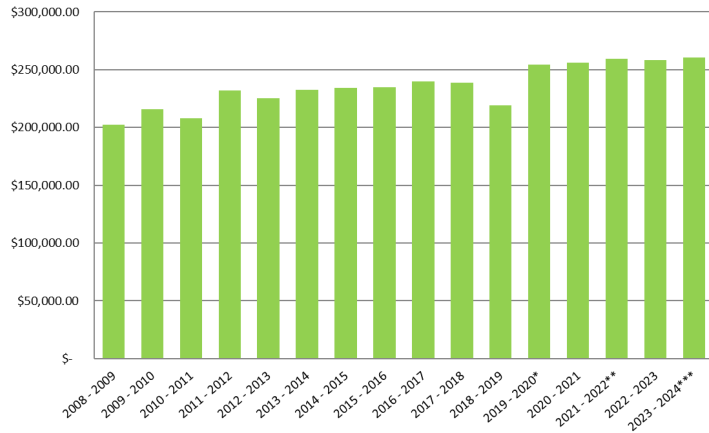
- ✓ Increase in stormwater fees by approximately 5% effective for the billing period on or after August 1, 2023.
- ✓ The estimated increase is expected to generate approximately \$80K. It was omitted in error in the Manager's Recommended budget. It will be included in the final adopted budget worksheet and ordinance if approved by Council. It will be added to the Contingency appropriation which would increase from \$66,000 to \$146,200.

Manual of Fees and Charges

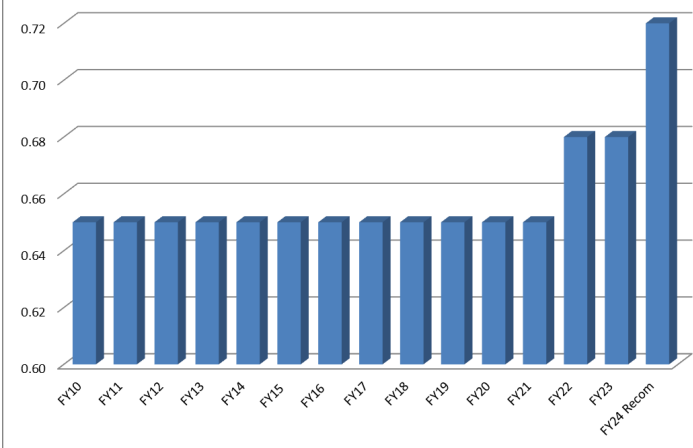
- ✓ Attached is a draft of a Manual of Fees and Charges for the City of Goldsboro that details the charges for services noted above. A final version will be presented with the adopted budget ordinance presented to Council.

Property Tax Trend Graphs

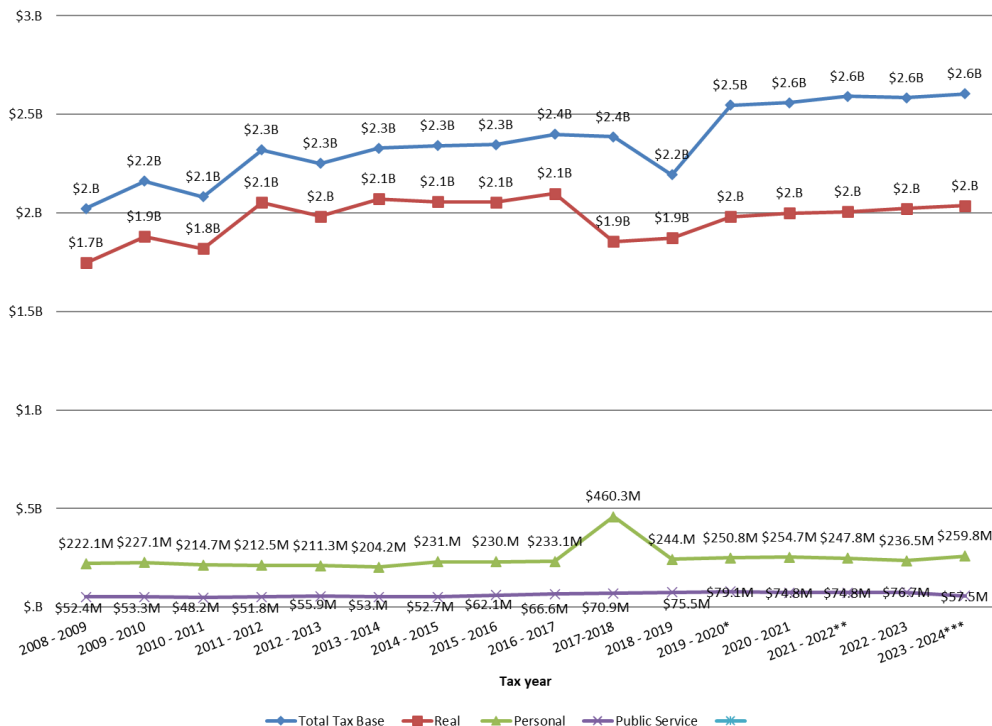
Penny Worth of Taxable Base (Not Reduced by Current Collection %)



City Property Tax Rate
(cents per \$100 valuation; * indicates revaluation year)



Tax Information - 16 Years



	Total Tax Base	Real	Personal	Public Service
2008 - 2009	\$2.0B	\$1.7B	\$222.1M	\$52.4M
2009 - 2010	\$2.2B	\$1.9B	\$227.1M	\$53.3M
2010 - 2011	\$2.1B	\$1.8B	\$214.7M	\$48.2M
2011 - 2012	\$2.3B	\$2.1B	\$212.5M	\$51.8M
2012 - 2013	\$2.3B	\$2.0B	\$211.3M	\$55.9M
2013 - 2014	\$2.3B	\$2.1B	\$204.2M	\$53.0M
2014 - 2015	\$2.3B	\$2.1B	\$231.0M	\$52.7M
2015 - 2016	\$2.3B	\$2.1B	\$230.0M	\$62.1M
2016 - 2017	\$2.4B	\$2.1B	\$233.1M	\$66.6M
2017 - 2018	\$2.4B	\$1.9B	\$460.3M	\$70.9M
2018 - 2019	\$2.2B	\$1.9B	\$244.0M	\$75.5M
2019 - 2020*	\$2.5B	\$2.0B	\$250.8M	\$79.1M
2020 - 2021	\$2.6B	\$2.0B	\$254.7M	\$74.8M
2021 - 2022**	\$2.6B	\$2.0B	\$247.8M	\$74.8M
2022 - 2023	\$2.6B	\$2.0B	\$236.5M	\$76.7M
2023 - 2024***	\$2.6B	\$2.0B	\$259.8M	\$57.5M

Property Tax Revenue Analysis Past Ten Years

		Budgeted Projected Valuation	Tax Rate Per \$100	Calculated Projected Tax Levy 100%	Calculated Tax Levy per CY% Est. Collected	Budgeted Tax Levy	Original Actual Tax Levy Per County	Collected Within FY of Levy	% Collected Original Levy
2010 - 2011	Real Property	1,819,591,480	0.65	11,827,345			11,942,559	11,746,081	
	Personal Property	214,689,304		1,395,480			1,409,074	1,385,892	
	Public Service Companies	48,247,524		313,609			316,664	311,454	
	Motor Vehicles								
	Total Valuation	2,082,528,308		13,536,434		14,016,678	13,668,297	13,443,427	98.35%
2011 - 2012	Real Property	2,053,210,019	0.65	13,345,865			13,544,023	12,782,516	
	Personal Property	212,513,475		1,381,338			1,401,847	1,323,029	
	Public Service Companies	54,808,968		356,258			361,548	341,220	
	Motor Vehicles								
	Total Valuation	2,320,532,462		15,083,461		15,143,266	15,307,418	14,446,765	94.38%
2012 - 2013 Reval Year	Real Property	1,983,506,780	0.65	12,892,794			13,182,275	12,341,080	
	Personal Property	211,298,675		1,373,441			1,404,279	1,314,668	
	Public Service Companies	55,905,159		363,384			371,543	347,833	
	Motor Vehicles								
	Total Valuation	2,250,710,614		14,629,619		14,549,932	14,958,097	14,003,582	93.62%
2013 - 2014	Real Property	2,071,199,242	0.65	13,462,795			12,694,672	12,212,267	
	Personal Property	204,156,845		1,327,019			1,251,306	1,203,756	
	Public Service Companies	52,971,759		344,316			324,671	312,334	
	Motor Vehicle								
	Total Valuation	2,328,327,846		15,134,131		15,182,975	14,270,650	13,728,356	96.20%
2014 - 2015	Real Property	2,057,232,730	0.65	13,372,013			11,996,787	11,754,389	
	Personal Property	231,037,274		1,501,742			1,347,298	1,320,075	
	Public Service Companies	52,652,660		342,242			307,045	300,841	
	Motor Vehicle								
	Total Valuation	2,340,922,664		15,215,997		15,455,868	13,651,130	13,375,305	97.98%
2015 - 2016	Real Property	2,054,356,827	0.65	13,353,319			11,701,132	11,813,998	
	Personal Property	230,001,759		1,495,011			1,310,036	1,322,672	
	Public Service Companies	62,084,900		403,552			353,621	357,032	
	Motor Vehicle								
	Total Valuation	2,346,443,486		15,251,883		15,651,337	13,364,789	13,493,702	100.96%

Property Tax Revenue Analysis Past Ten Years

		Budgeted Projected Valuation	Tax Rate Per \$100	Calculated Projected Tax Levy 100%	Calculated Tax Levy per CY% Est. Collected	Budgeted Tax Levy	Original Actual Tax Levy Per County	Collected Within FY of Levy	% Collected Original Levy
2016 - 2017	Real Property	2,099,079,754	0.65	13,644,018			12,352,207	12,059,193	
	Personal Property	233,064,083		1,514,917			1,371,485	1,338,951	
	Public Service Companies	66,627,156		433,077			392,073	382,772	
	Motor Vehicle								
	Total Valuation	2,398,770,993		15,592,011		16,010,000	14,115,765	13,780,916	97.63%
2017 - 2018	Real Property	1,855,763,343	0.65	12,062,462			11,747,489	11,882,954	
	Personal Property	460,281,742		2,991,831			2,913,709	2,947,308	
	Public Service Companies	70,855,530		460,561			448,535	453,707	
	Motor Vehicle								
	Total Valuation	2,386,900,615		15,514,854		16,022,900	15,109,733	15,283,969	101.15%
2018-2019	Real Property	1,873,598,408	0.65	12,178,390			12,908,497	13,861,342	
	Personal Property	243,977,949		1,585,857			1,680,930		
	Public Service Companies	75,519,544		490,877			520,306		
	Motor Vehicle							251,577	
	Total Valuation	2,193,095,901		14,255,123		15,735,599	15,109,733	14,112,918	93.40%
2019-2020 Reval Year	Real Property	1,981,833,310	0.65	12,881,917		14,694,791	15,052,622	14,745,932	
	Personal Property	250,802,345		1,630,215					
	Public Service Companies	79,103,601		514,173					
	Motor Vehicle	234,243,985		1,522,586		1,500,000	1,500,587	1,500,587	
	Total Valuation	2,545,983,241		16,548,891		16,194,791	16,553,209	16,246,519	97.86%
2020-2021	Real Property	1,998,851,761	0.65	12,992,536		14,945,829	15,143,075	14,897,697	
	Personal Property	254,682,252		1,655,435					
	Public Service Companies	74,792,835		486,153					
	Motor Vehicle	230,769,200		1,500,000		1,500,000	1,699,948	1,699,948	
	Total Valuation	2,559,096,048		16,634,124		16,445,829	16,843,023	16,597,645	98.87%



Property Tax Revenue Analysis Past Ten Years

	Budgeted Projected Valuation	Tax Rate Per \$100	Calculated Projected Tax Levy 100%	Calculated Tax Levy per CY% Est. Collected	Budgeted Tax Levy	Original Actual Tax Levy Per County	Collected Within FY of Levy	% Collected Original Levy
2021-2022								
Real Property	2,006,572,759	0.68	13,644,695		15,636,813	15,842,133	15,565,547	
Personal Property	247,836,662		1,685,289					
Public Service Companies	74,767,017		508,416					
Motor Vehicle	262,456,912		1,784,707		1,571,031	1,784,707	1,784,707	
Total Valuation	2,591,633,350		17,623,107		17,207,844	17,626,840	17,350,254	97.64%
2022-2023 Estimate								
Real Property	2,022,812,385	0.68	13,755,124		15,680,435	15,398,357		
Personal Property	236,473,811		1,608,022					
Public Service Companies	76,711,694		521,640					
Motor Vehicle	247,975,294		1,686,232		1,686,232			
Total Valuation	2,583,973,184		17,571,018		17,366,667	15,398,357	0	98.84%
2023-2024 Estimate								
Real Property	2,037,730,884	0.72	14,671,662					
Personal Property	259,764,388		1,766,398					
Public Service Companies	57,533,771		391,230					
Motor Vehicle	250,000,000		1,800,000					
Total Valuation	2,605,029,043		18,629,290		0	0	0	0.00%

Manual of Fees and Charges
FY2023-24

Goldsboro Planning Department

Fees	Fee Title		Current Rate	Proposed Rate	Notes
REZONING	General Rezoning	Public Hearing – City Council	\$500.00	\$500.00	There is more staff time involved in review and consultation with a conditional zoning application in comparison to a general rezoning. Also includes advertising cost, signs, etc.
	Conditional Rezoning	Public Hearing – City Council	\$550.00	\$750.00	
SPECIAL USE PERMIT	Special Use Permit	Public Hearing – City Council	\$400.00	\$400.00	
BOARD OF ADJUSTMENT	Variance & Appeal	Public Hearing – City Council	\$350.00	\$400.00	This requires the same level of attention and evaluation that a Special Use Permit review does. Also includes advertising cost, signs, etc.
TEXT AMENDMENT	Text Amendment	Public Hearing – City Council	\$300.00	\$500.00	This undergoes a similar review process as the rezoning process and requires more staff time. Also includes advertising cost, signs, etc.
ANNEXATION	Non-Contiguous	Public Hearing – City Council	\$150.00	\$300.00	This fee includes advertising cost, staff review cost, and recording cost for plat & ordinance with Register of Deeds.
	Contiguous	Public Hearing – City Council			
SITE PLAN REVIEW	Less than 1 acre disturbed area (no modifications)	Administrative – In House	\$200.00	\$200.00	Proposing to have 1 fee for Site Plan Review greater than 1 acre. Cost raised due to amount of time involved in a comprehensive review process.
	More than 1 acre up to 10 acres	Administrative - In House	\$250.00	\$250.00	
	Greater than 10 acres	Administrative - In House	\$300.00	\$350.00	
SUBDIVISION REVIEW	Exemption	Administrative – In House	\$100.00	\$100.00	Staff time and review, more required than for an exemption.
	Minor	Administrative - In House	\$200.00	\$200.00	
	Sketch Plan (formerly Preliminary)	Administrative – In House	\$200.00 + \$5.00/lot	\$300.00	Eliminating per lot fee to have one flat fee and to account for staff time involved with review.
	Final	Administrative – In House	\$150.00 + \$5.00/lot	\$200.00	Eliminating per lot fee to have one flat fee and to account for staff time involved with review.
PUD/CLUSTER SUBDIVISION		Council Approval	\$550.00	\$850.00	There is more staff time involved in review and consultation with a PUD application in comparison to a conditional rezoning. Also includes advertising cost, signs, etc.
STREET CLOSING		Public Hearing – City Council	\$200.00 + Actual cost to Advertise	\$300.00	Including advertisement cost to have one flat fee and to account for significant staff time involved with review.

Manual of Fees and Charges

FY2023-24

Goldsboro Planning Department

Fees	Fee Title		Current Rate	Proposed Rate	Notes
STREET NAME CHANGE		Public Hearing – City Council	\$200.00 + Actual cost to Advertise	\$300.00	Including advertisement cost to have one flat fee and to account for significant staff time involved with review.
CERTIFICATE OF APPROPRIATENESS	Minor	Administrative – In House	\$50.00	\$50.00	There is more staff time involved in review and consultation with a Major COA request application in comparison to a minor. Also includes advertising cost, signs, etc. This process also operates very similar to the rezoning process and has a great deal of review and staff time involved.
	Major	Public Hearing – Historic District Commission	\$150.00	\$500.00	
Vested Rights	Add Site Plan Review Fee	Public Hearing – City Council	\$100.00		I think this can be removed
Zoning Verification Letter		Administrative – In House	\$25.00	\$25.00	
Home Occupation	Minor	Administrative – In House	\$25.00	\$100.00	Staff time involved for review justifies higher cost.
	Major	Public Hearing - SUP BOA	\$150.00	\$400.00	To be consistent with other SUP cost.
Development permit/septic		Administrative – In House	\$25.00	\$25.00	
Itinerant Merchant		Administrative - In House	\$35.00	\$50.00	Staff time involved for review justifies higher cost.

Manual of Fees and Charges FY2023-24

Miscellaneous Fees

Fee Title	Current Rate	Proposed Rate
Paper Copies	\$.25 per page	No Change

If mailing is requested, the cost of postage will be charged. The City will require prepayment if the total fees are estimated to exceed \$100.00.

Special Service Charge	\$33/per hr if >4 hrs	No Change
Transfer Fee	\$10.00	No Change
Return Check Fee	\$20.00	No Change
Penalty	\$5.00	No Change
Service Penalty	\$15.00	No Change

HUB & FREEDOM FIELD RENTAL		
Tier I	\$500 - 1 receptacle included	No Change
Tier II	\$400 - 1 receptacle included	No Change
Tier III	\$300 - 1 receptacle included	No Change
Freedom Field Add-On	\$100.00	No Change
Additional \$25 is charged for each additional receptacle		No Change

(\$100 refundable damage deposit is due with application)

Manual of Fees and Charges FY2023-24

Goldsboro Compost Facility

Fee Title	Rate/Wholesale	Rate/Retail	Proposed Change
Compost bulk per Yard	\$15.00	\$21.00	No Change
Mulch per Yard	\$2.00	\$2.00	No Change
Compost Bags	\$2.00	\$4.00	No Change

Draft

Manual of Fees and Charges
FY2023-24

Goldsboro Wastewater Treatment Facility

Fee Title	Rate/Fee	Proposed Change
FEES		No Change
Review Industry Application for Wastewater Discharge Permit and Issue Discharge Permit	\$500.00	No Change
Review Compliance Reports Submitted by Industries	\$30.00	No Change
Review Self-Monitoring Reports Submitted by Industries	\$30.00	No Change
Yearly Maintenance Fee	\$100.00	No Change
Annual Pretreatment Inspection	\$75.00	No Change
Grease Trap Re-Inspection Fee	#1-\$60.00, #2-\$100	No Change
CHARGES		No Change
Flow Proportional Sampling	\$52.50	No Change
Composite Sampling	\$45.00	No Change
Grab Sampling	\$18.00	No Change
Sample Analysis (CBOD5)	\$27.00	No Change
Sample Analysis (COD)	\$24.00	No Change
Sample Analysis (TSS) Total Suspended Solids	\$15.00	No Change
Sample Analysis (NH3-N) Ammonia, Nitrogen	\$24.00	No Change
Sample Analysis (Total Phosphorus)	\$24.00	No Change
Sample Analysis (pH & Temp)	\$10.00	No Change

Analysis of toxic pollutants and other parameters not performed on site by the City's laboratory that must be performed by a certified commercial laboratory shall be billed by the City to the industrial user at the actual cost charged by the laboratory, times a factor of 1.5. These analysis are, including but not limited to: Oil and Grease, (TN) Total Nitrogen, (TKN) Total Kjeldahl Nitrogen, (NO3-N) Nitrate, (NO2-N) Nitrite, Chloride, Aluminum, Arsenic, Cadmium, Chromium, Copper, Cyanide, Lead, Mercury, Molybdenum, Nickel, Phenol (4 APP), Selenium, Silver, and Zinc.

SURCHARGES:		
For CBOD5 over 250 mg/l	\$0.2500 per pound	No Change
For TSS over 250 mg/l	\$0.2000 per pound	No Change
For Ammonia (NH3-N) over 15 mg/l	\$1.2100 per pound	No Change
For Total Phosphorus over 4 mg/l	\$3.6700 per pound	No Change

Manual of Fees and Charges
FY2023-24

Parks & Recreation Department User Fees

Fee Title	Rate/Fee	Resident Discounted Fee	Proposed Change
ATHLETIC FIELD RESERVATION			
1 field, 4 hours, no lights	\$90.00	\$75.00	No Change
1 field, 4 hours w/ lights	\$200.00	\$150.00	No Change
1 field, 1 day and 1 night	\$325.00	\$275.00	No Change
2 fields, 2 days and 2 nights	\$650.00	\$550.00	No Change
W.A. FOSTER CENTER			
Gymnasium	\$250.00	\$200.00	No Change
<i>Sports Camps</i>	\$250.00	\$200.00	No Change
<i>Commercial Events (AAU Tournaments, etc.)</i>	\$400.00	\$350.00	No Change
Multi-Purpose Room:	\$250.00	\$200.00	No Change
<i>Half Room</i>	\$125.00	\$100.00	No Change
Kitchen	\$75.00	\$60.00	No Change
HERMAN PARK CENTER			
Auditorium:	\$175.00	\$150.00	Delete
All Commercial Events	\$400.00	\$350.00	Delete
<i>(Events for which tickets are sold or admission is charged)</i>			
Meeting Rooms 1 & 2	\$60.00	\$50.00	Delete
Kitchen or Patio (hourly)	\$50.00	\$40.00	Delete
T.C. COLEY COMMUNITY CENTER			
Recreation Room	\$160.00	\$135.00	Proposed Change add non-resident fee
Meeting Room with Mirrors	\$40.00	\$30.00	Proposed Change add non-resident fee
Meeting Room	\$40.00	\$30.00	Proposed Change add non-resident fee
PARK HOUSE (all rentals are in blocks of 4 hours)	\$100.00	\$80.00	No Change
GAZEBO (all rentals are in blocks of 4 hours)	\$60.00	\$50.00	No Change
PICNIC SHELTERS (all rentals are in blocks of 4 hours)	\$50 per shelter	\$40 per shelter	No Change
YOUTH SPORTS LEAGUES (per participant per sport)			
Soccer, Basketball, Baseball/Softball, Flag Football, etc.	\$60.00	\$45.00	No Change
SUMMER CAMPS (weekly fee)			
Full Day Camp at WA Foster Center	\$65.00		No Change
Half Day Camp for 5-6 yr olds at WA Foster Center	\$40.00		No Change
Sports Camps - Freshwater Fishing, Volleyball, Basketball, Baseball/Softball, Golf & tennis, All Sports	\$45.00		No Change
Beach Fishing	\$55.00		No Change
FITNESS CENTER MEMBERSHIP (calendar year)			
Daily Rate	\$50.00		No Change
	\$5.00		No Change
POTTERY CLASS	\$60.00		Proposed - Increase to \$70
POTTERY MEMBERSHIP	\$80.00		Proposed - Increase to \$90
CLAY	\$20.00		Proposed - Increase to \$25
SEWING CLASS	\$5.00		No Change
FITNESS CLASSES (Zumba, Aerobics, Line Dancing, etc.)	\$5.00		No Change
SPECIAL EVENTS	\$10-\$100		No Change
SWIMMING POOLS			
Admission for Youth up to age 18	\$1.00		No Change
Admission for Adults 19 and over	\$3.00		No Change
Seasonal Swim Pass – Youth	\$60.00		No Change
Seasonal Swim Pass – Adult	\$125.00		No Change
Group Swim Lessons	\$50.00		No Change
Individual Swim Lessons	\$70.00		No Change
Pool Parties	\$150.00		No Change

Goldsboro Event Center

Room	Guest	Current Rate Mon-Thurs	Current Rate Fri-Sun	Proposed Rate Mon-Thurs	Proposed Rate Fri-Sun
Rentals are based on 5-hour block, unless otherwise noted					
Entire Facility ¹	600	\$1,200.00	\$1,400.00	\$1,500.00	\$1,750.00
Ballroom	240-400	\$800.00	\$900.00	\$900.00	\$1,000.00
½ Ballroom	144-250	\$500.00	\$600.00	\$650.00	\$750.00
Bar Room	64-125	\$400.00	\$500.00	\$500.00	\$600.00
Gallery, Patio, & Lawn	56-220	\$400.00	\$500.00	\$500.00	\$600.00
Additional hours to block ²		\$75.00	\$100.00	\$75.00	\$100.00
Photo Session (2 hour) ³		\$75.00	\$100.00	\$75.00	\$100.00
GEC Full-Day Package (includes entire facility up to 12 consecutive hours) (linens included)		\$1,600.00	\$2,000.00	\$2,000.00	\$2,500.00
GEC Event Package (includes 2 days / up to 8 consecutive hours per day) (linens included)		\$2,000.00	\$2,250.00	\$2,500.00	\$3,000.00
Meeting Package (includes Bar Room up to 10 consecutive hours; includes sound/projector)		\$750.00	N/A	\$900.00	N/A
Seminar Package (includes Ballroom up to 10 consecutive hours; includes linens, projectors, sound, easels, whiteboard.)		\$1,400.00	N/A	\$1,500.00	N/A

A 25% discount will be applied to the base rental for clients who commit to a minimum of 6 rentals annually. (Fee subject to change)

1- Includes Ballroom, Bar Room, Gallery, Patio & Lawn
 2- Only 3 additional hours permitted before rolling into 5hr block
 3- May be unavailable Friday – Sunday

Red indicates proposed change.

Room	Accommodates			Measurements
	Table/Chairs	Chairs Only	Standing	
Entire Facility			600 cap.	
Ballroom	240	300-400	500	80' x 53.5 ' (4,280 ft ²)
½ Ballroom	144	180	200	80 X 34 (2,720 ft)
Bar Room	70	120	150	53' X 18" (954 ft ²)
Gallery, Patio & Lawn				
Gallery	56	N/A	170	47-64' x 19' (1,040 ft ²)
Patio	96	160-200	220	46' x 29' (1,334 ft ²)
Lawn	N/A	N/A	N/A	0.3 acre (13,000 ft ²)

Goldsboro Event Center

Service & Equipment Fees	Current Price/Day		Proposed Price/Day	
Bar Set Up Fee (includes 1 Bartender(s)/setup)	\$150.00		\$200.00	
Stage - 6' x 8' (includes riser, steps, & skirting)	\$150.00	+ tax	\$150.00	+ tax
LED Video Projector (3 in Ballroom or Portable)	\$25.00	+ tax	\$25.00	+ tax
Sound System (includes microphone/podium/mic stand)	\$25.00	+ tax	\$25.00	+ tax
Piano (includes tuning)	\$100.00	+ tax	\$100.00	+ tax
Table Linens (Black / White; Round /Rectangle; floor length)	\$9.00	each/ + tax	\$9.00	each + tax
Chair Covers (Black / White)	\$1.00	each/ + tax	\$1.00	each + tax
Chair Sashes (Black/White/Silver/Red/Gold/Royal Blue)	\$1.00	each/ + tax	\$1.00	each + tax
Copy Services				
B&W	\$0.10	each	\$0.10	each
Color	\$0.25	each	\$0.25	each
Beverage Services (includes unlimited coffee, tea, can soda, & water)				
Half Day (4 hours or less)	\$4.00	person	\$4.00	person
Full Day (5 hours or more)	\$8.00	person	\$8.00	person
Health/Savory Snacks (Kind Bars/Trail Mix or Chips/Cookies)	\$5.00	person	\$5.00	person

Available upon request – Easel (3), Whiteboard, Laptop stand, power strips, extension cords, and flags (US & NC)

All fees include setup. Tables and chairs are available, but limited. They will be available on a first come, first served basis. Renters may be required to rent additional equipment when necessary at their expense.

Non-Refundable Deposit

A non-refundable deposit of 25% of the total estimated balance is required to reserve your event date. Deposit will be applied to your final balance.

Refundable Security Deposits Required

A refundable security deposit of \$250.00 will be required to reserve a date at the Goldsboro Event Center. Security deposits are refunded when facility guidelines are met. They are not part of the rental fee and may not be applied toward your balance.

Please note BOTH of these deposits are required to reserve a date with the Goldsboro Event Center.

Final payment is due a minimum of 3 weeks prior to event date.

CATERING - All LICENSED caterers must submit a copy of their Food Establishment Inspection report and food liability insurance. A list of preapproved caterers is available upon request.

Hours of Operation - Goldsboro Event Center is available for use from 7 a.m. - Midnight. Events must conclude no later than midnight; failure to comply will result in an automatic forfeiture of refundable security deposit.

NON-PROFIT ORGANIZATION - All Non-Profit Organizations must submit a copy of their "501c3" to be eligible for a 10% discount for any room rental at the Goldsboro Event Center (discount does not apply to amenities).

ANY CITY-SPONSORED EVENTS will be held at NO COST to organizations with the approval of the City Manager or designee.

Manual of Fees and Charges FY2023-24

Inspections Department

A \$15 TECHNOLOGY FEE APPLIES TO ALL PERMITS

Fee Title	Current Rate	Proposed Rate
RESIDENTIAL		
Building	\$.12/sq ft	\$.14/sq ft
Electrical	\$.05/sq ft	\$.06/sq ft
Plumbing	\$.06/sq ft	\$.07/sq ft
Mechanical	\$.05/sq ft	\$.06/sq ft
Gas	\$50 (run gas lines)	\$60.00
Insulation	\$50.00	\$60.00
Water Line	\$50.00	\$60.00
Sewer Line	\$50.00	\$60.00
Handicap Ramps (Plan Rev. Req. - \$50)	\$50.00	\$60.00
New Residential (mandated by State of NC)	\$10.00	
Accessory Buildings, Porches, Decks, Detached Garages & Carports – Plan Review Required		
Building	\$.09/sq ft	
Electrical	\$.06/sq ft	
Plumbing	\$.06/sq ft	
Mechanical	\$.06/sq ft	
Repairs/Renovations – Plan Review Required		
Up to \$5000	\$50.00	\$60.00
\$5001 up	\$4.00 per 1000	
Mechanical (Change of equip only)	\$50 per unit	\$60 per unit
If installing Duct work, fee will be Figured by square footage	\$.05/sq ft (\$50 min)	\$60 min
Plumbing	\$50.00	\$60.00
Electrical	\$50.00	\$60.00
RE-INSPECTION FEES		
First Denial	\$75.00	
Each Thereafter	\$125.00	
*No re-inspections will be made until fee is paid. All denials will now be charged A fee, no courtesy re-inspections.		
Mobile Homes		
Single Wide Setup	\$150.00	\$200.00
Double Wide Setup	\$200.00	\$250.00
Electrical	\$50.00	\$60.00
Plumbing (within curtain wall)	\$50.00	\$60.00
Plumbing (outside curtain wall)	\$50.00	\$60.00
Mechanical (change out of equip. only)	\$50.00	\$60.00
If installing duct work, fee will be figured by sq.ft.	\$.05 (\$50 min)	\$60 min
Modular Homes – Plan Review Required		
	\$.12/sq ft	
Electrical	\$50.00	\$60.00
Mechanical	\$50.00	\$60.00
Plumbing	\$50.00	\$60.00
Swimming Pool	\$100.00	

Manual of Fees and Charges FY2023-24

Inspections Department

A \$15 TECHNOLOGY FEE APPLIES TO ALL PERMITS

Fee Title	Current Rate	Proposed Rate
House Moving	\$.08/sq ft - \$75 min	
House Demolition (After Asbestos free report is received)	\$100.00	
*Temporary Service Pole	\$50.00	\$60.00
PLAN REVIEW FEES		
New Commercial	\$150.00	\$250.00
*Addendums/Resubmittals	\$50 ea.	\$60.00
Commercial up-fit/Remodeling	\$100.00	\$150.00
New Residential	\$75.00	\$125.00
*Addendums/Resubmittals	\$30.00	\$50.00
Residential Additions of 600 sq. ft. or more (Includes storage, garages, etc.- under 600 sq. ft. No charge)	\$50.00	\$60.00
Residential Up-fit/Renovations	No charge	
Temp Office Trailer	\$50.00	
Cell Tower Upfit	\$100.00	
EXPRESS PLAN REVIEW FEE		
Residential	\$150.00	\$200.00
Commercial	\$250.00	\$275.00
COMMERCIAL (Issue Fire Permit with Commercial permit)		
New & Additions – Plan Review Required		
Building - *For Large commercial structures, the fee will be:	\$.14/sq ft	\$.18/sq ft
*50,001-75,000 sq ft	\$.14/sq ft	\$.16/sq ft
*50,001-75,000 sq ft	\$.09/sq ft	
*75,000 and up	\$.06/sq ft	
Insulation	\$75 per floor	\$80 per floor
Gas	\$50.00	\$60.00
Fire Inspection	\$50.00	\$60.00
Handicap Ramps - Plan Review Required	\$50.00	\$60.00
Electrical		
* First 5,000 sq ft	\$.09/sq ft	\$.10/sq ft
*5001-10,000 sq ft	\$.08/sq ft	
*10,001 and up	\$.04/sq ft	
Plumbing		
* First 10,000 sq ft	\$.05/sq ft	\$.06/sq ft
*10,001 and up	\$.04/sq ft	
Commercial Accessory Buildings/Interior Upfits/Repairs & Renovations - Plan Review Req		
Building	\$.09/sq ft (\$50 min)	\$60 min
Plumbing	\$.04/sq ft	
Electrical	\$.04/sq ft	
Mechanical	\$.05/sq ft	
Insulation	\$75 per floor	\$125 per floor
Fire Inspection	\$50.00	\$60.00
Solar Panels (check for plan review)	\$.09/sq ft	
Commercial - Change Out		
Mechanical (Equipment Only)	\$60 per unit-change out	
*If installing duct work, fee will be figured by sq. ft.	\$.05 sq. ft. (\$60 min)	
Electrical wiring (1 unit)	\$50.00	\$60.00

Manual of Fees and Charges FY2023-24

Inspections Department

A \$15 TECHNOLOGY FEE APPLIES TO ALL PERMITS

Fee Title	Current Rate	Proposed Rate
*2-4 units	\$100.00	
*5-8 units	\$150.00	
*9-12 units	\$200.00	
*13-16 units	\$250.00	
<u>Commercial Modular</u>	\$.14/sq ft	\$60 min
*Electrical	\$60.00	
*Plumbing	\$60.00	
*Fire Inspection	\$60.00	
<u>Construction Site Prep work (GRADING)</u>		
*Commercial	\$200.00	
*Residential	\$100.00	
Conditional Temp Power		
*Residential (Bond)	\$500.00	
*Commercial (Bond)	\$2,500.00	
*Erosion Control & sedimentation	\$100.00	
Temp Const. Site Office (TRAILER) – Plan Review Req.	\$65 per trailer	
	\$125 After Asbestos free report is received	
Commercial Demolition		
Commercial Re-inspections: First Denial	\$75.00	
-Each Thereafter	\$125.00	
Commercial Equipment/HOOD	\$50 per hood	\$60 per hood
Commercial Mechanical REFRIGERATION	\$50 per unit	\$60 per unit
Grease trap Permits – Plan Review Req. -\$150	\$50.00	\$60.00
Backflow Preventors	\$50 each	\$60 each
Commercial Roofing		
* Hot Roof	\$125.00	
*Rubber or Membrane	\$125.00	
*Shingle	\$60.00	
*Metal	\$60.00	
SIGN Permits – Plan Review Required (No Fee)		
*Sign Value Up to \$500	\$50.00	\$60 min
*\$501 - \$1,000	\$55.00	
*\$1,001 - \$5,000	\$60.00	
*\$5,001 - \$10,000	\$75.00	
*\$Over \$10,000	\$75 plus \$4 per \$1000	
<u>Business Inspection</u> -Any Building which is a change of use or has been vacant 6 months or longer. Also, if any utility (to include water and/or electricity) has ceased to be in service for 6 months or longer.	\$75.00	\$100.00
<u>Express Business Inspection</u> -A business inspection that is required any time other than our regular scheduled days and times. (Regular schedule - Tues, Wed, Thurs at 9:30 am)	\$150.00	
Tank Removal Or Installation	\$350 per tank	
<u>Plan Review Fees/Consulting Fees</u>		
Fire Sprinkler Systems	\$250.00	
Fire Sprinkler Renovations/up-fit	\$100.00	
Fire Alarm Systems		
*Structures less than 1000 sq. ft.	\$50.00	\$60.00
*Structure s 1001 sq. ft. or more	\$75.00	
Grease Trap	\$150.00	
Fire Sprinkler Systems PERMITS		

Manual of Fees and Charges FY2023-24

Inspections Department

A \$15 TECHNOLOGY FEE APPLIES TO ALL PERMITS

Fee Title	Current Rate	Proposed Rate
New	\$250 plus \$1 per head	
Renovations/up-fit (up to 10 heads)	\$50.00	\$60.00
Renovations/up-fit (11 or more heads)	\$250 plus \$1 per head	
Fire Alarm Systems PERMITS	\$50.00	\$60.00
Fire Inspection – ABC LICENSE	\$50.00	\$60.00
Illegal Burning Fee		
First time	\$250.00	
Second time and each thereafter	\$500.00	
Fire Line (HYDRANTS)	\$50 Min – 6” line	\$60 min
Fire Line (HYDRANTS)	\$65 – 8” or Larger	
Fire – Special Use		
Assembly (Small or Large)	\$50.00	
Bowling Alley Resurfacing	\$50.00	
Combustible Fibers	\$50.00	
Compressed Gases	\$50.00	
Day Care Inspection	\$50.00	
Dry Cleaning Establishments	\$50.00	
Explosion & Blasting Agents	\$100.00	
Fire Flow Test	\$150.00	
Fire Works for Public Display	\$60.00	
Tent (inspect fire extinguishers/flame ret. label) & Itin. Merchant permit \$35)	\$35.00	
Sell Inside store – fire permit only		
Flammable & Combustible Liquids	\$100.00	
Foster Home Inspections	\$50.00	\$60.00
Group Homes/Residential Care Facility	\$50.00	\$60.00
Hazardous Materials	\$100.00	
High Piled Combustibles	\$50.00	\$60.00
Institutional	\$50.00	\$60.00
Lumber Storage	\$50.00	\$60.00
Motion Picture Projection	\$50.00	\$60.00
Other	\$50.00	\$60.00
Public/Private School-Educational	\$50.00	\$60.00
Repair Garages	\$50.00	\$60.00
Special Assembly	\$50.00	\$60.00
Tank Vehicles	\$50.00	\$60.00
Tire – Rebuilding Plant	\$50.00	\$60.00
Fire – Operational		
Air Supported Structures	\$50.00	\$60.00
Amusement Buildings	\$50.00	\$60.00
Automatic Fire Extinguisher System	\$50.00	\$60.00
Carnivals and Fairs	\$50.00	\$60.00
Combustible Dust Producing Facilities	\$50.00	\$60.00
Covered Mall Building	\$50.00	\$60.00
Exhibit and Trade Shows	\$60.00	
Explosives (Fireworks)	\$60.00	
Fire Pumps and Related Equipment	\$50.00	\$60.00
Flammable & Combustible Liquid Tanks	\$50.00	\$60.00
Flammable or Combustible (Tanks)	\$50.00	\$60.00
Fumigation & Insecticidal Fogging	\$60.00	

Manual of Fees and Charges

FY2023-24

Inspections Department

A \$15 TECHNOLOGY FEE APPLIES TO ALL PERMITS

Fee Title	Current Rate	Proposed Rate
Gas or Fuel Vehicle Stored in Assembly	\$50.00	\$60.00
Industrial Ovens	\$50.00	\$60.00
Private Fire Hydrants	\$50.00	\$60.00
Pyrotechnic Special Effect Material	\$50.00	\$60.00
Spraying & Dipping Operations	\$50.00	\$60.00
Stand Pipe System	\$50.00	\$60.00
Temporary Membrane Structures-Tents	\$60.00	
Temporary Membrane Structures-Canopies	\$60.00	
Fire Code Violations		
Fire Lane Violation	\$50.00	\$60.00
Blocked/Locked Exit Doors-1st Offense	\$250.00	
Blocked/Locked Exit Doors-Following Offenses	\$500.00	
Immediate Hazard to Life & Property		
*Per day (first violation)	\$50.00	\$60.00
*Second violation (within 1 yr)	\$250.00	
*Subsequent violations (w/n 1 yr)	\$500.00	
Overcrowding (unlawful Occupancy Capacity)		
*1st Offense	\$250.00	
*2nd Offense	\$500.00	
Re-calculate Occupancy Load	\$60.00	
Replacement of Occupancy Load Card	\$25.00	\$60.00
SPECIAL AFTER HOURS INSPECTION REQUIREMENT FEES	\$100 per hr.	
Special Inspection Request at least 24 hrs. in advance w/a minimum of 2-hr increments.		
NOTE: These inspections can be arranged seven days a week, 24 hours a day as long as we have advance. (Confirm with Inspector before scheduling)		
<u>Outside Site Lighting (Clarification)</u>		
If site lighting is being done by same electrical contractor as the building project, add \$2.50 per light to the electrical permit fee	\$1.50 per light	
If the site lighting is being done by a separate contractor from the building project lighting	\$250 plus \$2.50 per light	
If additional light is required at a later date or modifications from the building project lighting	\$100 plus \$2.50 per light	
UTILITIES (WATER/SEWER)	\$50 each	\$60 each

Manual of Fees and Charges
FY2023-24

Goldsboro Golf Course

CURRENT GOLDSBORO GOLF COURSE
2020 RATES

Monday ————— Friday	Regular	Senior	Military	Junior (13-18)	City Employee
18 Holes w/Cart	\$28	\$24	\$24	\$20	\$24
9 Holes w/Cart	\$17	\$17	\$17	\$12	\$17
18 Holes Walking	\$17	\$15	\$15	\$4	\$15
9 Holes Walking	\$12	\$12	\$12	\$4	\$12
Weekends and Holidays	Regular	Senior	Military	Junior	City Employee
18 Holes w/Cart	\$33	\$30	\$30	\$22	\$30
9 Holes w/Cart	\$22	\$20	\$20	\$15	\$20
18 Holes Walking	\$24	\$20	\$20	\$6	\$20
9 Holes Walking	\$15	\$12	\$12	\$6	\$12

ALL PRICES INCLUDE TAX

RATES AFTER CARTS FEES ARE INCREASED BY \$1.00 SHOWN IN RED

↓ ↓

PROPOSED GOLDSBORO GOLF COURSE
2023 RATES: Effective (Summer)

Monday ————— Friday	Regular	Senior	Military	Junior (13-18)	City Employee
18 Holes w/Cart	\$29	\$25	\$25	\$21	\$25
9 Holes w/Cart	\$18	\$18	\$18	\$13	\$18
18 Holes Walking	\$17	\$15	\$15	\$4	\$15
9 Holes Walking	\$12	\$12	\$12	\$4	\$12
Weekends and Holidays	Regular	Senior	Military	Junior (13-18)	City Employee
18 Holes w/Cart	\$34	\$31	\$31	\$23	\$31
9 Holes w/Cart	\$23	\$21	\$21	\$16	\$21
18 Holes Walking	\$24	\$20	\$20	\$6	\$20
9 Holes Walking	\$15	\$12	\$12	\$6	\$12

ALL PRICES INCLUDE TAX

OTHER CART FEE SCHEDULE CHANGES

	Current	Proposed
Yearly Cart Plan	\$750	\$775
Additional Family Member	\$200	\$225
Spectator Cart	\$13	\$14
Passholder Cart 18 Holes	\$13	\$14
Passholder Cart 9 Holes	\$7	\$8

Manual of Fees and Charges

FY2023-24

Paramount Theatre

Events	Local Fee	Non-Local Fee	Proposed Change
First Public Event in a Day- 5 hour block	\$500.00	\$650.00	No Change
Additional Public Event in Same Day- 5 hour block	\$300.00	\$375.00	No Change
First Educational Synopsis in a Day	\$250.00	\$300.00	No Change
Additional Educational Synopsis in a Day	\$125.00	\$150.00	No Change
Private Social Event (Mon-Thurs)- 5 hour block	\$300.00	\$375.00	No Change
Private Social Event (Fri-Sun)- 5 hour block	\$500.00	\$650.00	No Change
Workshop/Presentation- 5 hour block	\$300.00	\$375.00	No Change
Rehearsal/Load In (Mon-Thurs)- 5 hour block	\$250.00	\$300.00	No Change
Rehearsal/Load In (Fri-Sun)- 5 hour block	\$300.00	\$350.00	No Change
Additional Hours (over the 5 hour block)	\$90.00	\$90.00	No Change
Photography Session (per hour)	\$60.00	\$60.00	No Change
Dark Day (Mon-Thurs)	\$100.00	\$125.00	No Change
Dark Day (Fri-Sun)	\$200.00	\$225.00	No Change
Wedding Package (wedding/rehearsal) -5 hour block	\$800.00	\$950.00	No Change
Wedding Reception (Mon-Thurs)-up to 60 guests	\$300.00	\$375.00	No Change
Wedding Reception (Fri-Sun)-up to 60 guests	\$500.00	\$650.00	No Change
Kawai Grand Piano	\$165.00		No Change
Yamaha Clavinova	\$25.00		No Change
Digital Laser Projector	\$45.00		No Change
HD Livestreaming	\$45.00		No Change
Smoke/Snow Machine	\$25.00		No Change
Chandelier	\$25.00		No Change
China Silk (per drape) 6 available	\$15.00		No Change
Podium	\$15.00		No Change
Dance Floor	\$25.00		No Change
If Renter Sells Concessions (restock fee)	\$50.00		No Change
Renter Deposit (non refundable/transferable)	\$300.00		No Change
Recurring Renter Deposit (non refundable/transferable)	\$125.00		No Change
Ticket Sales (set up fee)	\$50.00		No Change
Box Office charge per performance (1.5 hours)	\$25.00		No Change
Box Office Additional Hours (per hour)	\$25.00		No Change
Tech Fee (per hour)-if not included	\$18.00		No Change
Building Attendant Fee (per hour)- if not included	\$14.00		No Change
Convenience Fee on Each Ticket	\$1.00		No Change
AudienceView Complimentary Ticket Fee	\$0.25		No Change
AudienceView Consignment Ticket Fee	\$0.25		No Change
AudienceView per Ticket Charge	\$1.62		No Change
AudienceView Credit Card Charge is 4%			No Change
Showtix4U Set Up Fee	\$15.00		No Change
Showtix4U 10% Royalty Fees when applicable			No Change
Taxes 6.75% of purchase			No Change

Manual of Fees and Charges FY2023-24

Engineering Department

Fee Title	Rate/Fee	Proposed Rate
Stormwater Review Fee	\$100+\$25/AC (0-10AC) \$130+\$20/AC (10+ AC)	No change
SCM Fees	\$100/each	\$350 for first SCM on site and \$50 each thereafter.
Maps:		
Small	\$5.00	
Medium	\$10.00	
Large	\$20.00	
Custom/Data	\$40.00 per hour	No Change

Draft

Manual of Fees and Charges FY2023-24

Goldsboro Police Department

Fee Title	Current Rate/Fee	Proposed Rate
Fingerprinting	\$10.00	No Change
Copy of Report	\$2.00	No Change
Special Events Permit	\$100.00	No Change
Special Events Permit - Parades	\$200.00	No Change
False Alarm(s) 1,2,3 in FY (each)	\$0.00	No Change
False Alarm(s) 4,5,6 in FY (each)	\$50.00	No Change
False Alarm(s) 7 and greater in FY (each)	\$100.00	No Change

Draft

Manual of Fees and Charges

FY2023-24

Goldsboro Fire Department

Fee Title	Rate/Fee	Proposed Rate
Operational Permits:		
ALL FIRE OPERATIONAL PERMITS ARE COVERED UNDER INSPECTIONS FEES BUT PERFORMED BY THE FIRE MARSHAL'S OFFICE		
Construction Permits:		
ALL FIRE CONSTRUCTION PERMITS ARE COVERED UNDER INSPECTIONS FEES BUT PERFORMED BY THE FIRE MARSHAL'S OFFICE		
Construction Plans Review:		
ALL FIRE CONSTRUCTION PLANS REVIEW ARE COVERED UNDER INSPECTION FEES BUT PERFORMED BY THE FIRE MARSHAL'S OFFICE		
Maintenance Inspections Fees:		
Assembly up to 999 occupants		\$65.00
Assembly more than 1000 occupants		\$120.00
Hospital/detox up to 10,000 square feet		\$200.00
Hospital/detox over 10,000 square feet		\$400.00
High rise		\$90.00
Group U up to 2,500 square feet		\$65.00
Group U 2,500-10,000 square feet		\$90.00
Group U over 10,000 square feet		\$100.00
Flammable/combustible liquids		\$100.00
Apartments/hotels/dormitories 1-10		\$65.00
Apartments/hotels/dormitories 11-20		\$90.00
Apartments/hotels/dormitories 21-40		\$100.00
Apartments/hotels/dormitories 41-100		\$130.00
Apartments/hotels/dormitories over 100		\$200.00
Business/mercantile/storage up to 9,999 square feet		\$65.00
Business/mercantile/storage 10,000-49,999 square feet		\$100.00
Business/mercantile/storage over 50,000 square feet		\$200.00
Church/Synagogue		\$65.00
Follow-up inspection – per visit after initial follow-up		\$65.00
Complaint investigation – Life Safety (founded)		\$250.00
Complaint investigation – All others (founded)		\$65.00
Work w/out a permit		\$250.00
Inspection history		\$30.00
Business requesting more frequent inspections than mandated schedule		\$65.00
False alarms - Charged per incident	0-3	No Charge
False alarms	4-6	\$50.00
False alarms	7 or more	\$100.00

Public Works Current Rates & Fees with Recommended Updates and Changes

	Fee Title	Current Rate	Proposed Rate	Notes
Water Service Fees for Disconnection Due to Non-payment	Late Fee	\$5.00	\$5.00	Current rates established by Resolution 2017-39 : Stating when water service is cut off, customers are charged a \$5 Late Fee, \$15 Service Fee and \$10 Reconnection Fee. *NOTE: Recommend increasing basic reconnection fee. Further recommendations include requiring payment by 3:00 p.m. for same day service reconnection. Otherwise, charge an "After Hours" reconnection fee of \$80.00. Total Normal charges for reconnection if approved: Hours - \$50; After Hours - \$100
	Service Fee	\$15.00	\$15.00	
	Reconnection Fee (Normal Hours)	\$10.00	\$30.00	
	Reconnection Fee (After Hours)	New	\$80.00	
Water Tap Fees	3/4" Water Tap	\$500.00	\$1,200.00	Current rates established by Resolution 1997-45 . To reduce on-hand inventory/costs, propose only installing 1" & 2" water taps--reducers will be used to accommodate customers with 3/4" & 1 1/2" services. *NOTE: New rates also cover actual cost of taps, average cost of asphalt & concrete for utility cut, boring, etc. Recommend charging same rates for both new and replacement taps. Currently, there is no charge for replacement taps per interpretation of Ordinance 53.20.
	1" Water Tap	\$525.00		
	1 1/2" Water Tap	\$1,350.00	\$2,200.00	
	2" Water Tap	\$1,999.00		
	Above 2" Water Tap	Cost + 10%		
Sewer Tap Fees	4" Sewer Tap	\$600.00	\$1,200.00	Current rates established by Resolution 1997-45 . Anything above 4" must be contracted out. Recommend charging same rates for both new and replacement taps. Currently, there is no charge for replacement taps per interpretation of Ordinance 53.20.
	Larger than 4"	Cost + 10%	Contractor	
Water Meter Reading Device (MXU)	MXU Replacement Fee	\$0.00	\$175.00	Fee will be assessed when customer is found to be responsible for breaking the MXU--typically due to driving over it with a lawn mower.
Cemetery Fees	Memorial Permit	\$50.00	\$50.00	Current rates established by Resolution 2021-44 . Exhuming a casket is extremely labor intensive and requires mostly hand digging, taking considerably more time (hours) to safely accomplish. Late fees are charged for services that run past 4:00 p.m. in the Fall/Winter or 5:00 p.m. in the Spring/Summer--based on daylight savings time.
	Cremation Burial	\$300.00	\$300.00	
	Direct Burial - Adult	\$900.00	\$1,100.00	
	Direct Burial - Youth	\$700.00	\$700.00	
	Direct Burial - Infant	\$500.00	\$500.00	
	Weekend/Holiday Fee	\$200.00	\$200.00	
	Exhume	\$700.00	\$1,400.00	
Solid Waste Fees (Residential)	Late Fee	\$50.00	\$50.00	Rates established by Ordinance 50.08 Refuse Collection Fee Solid Waste Fee - monthly fee for all services. Increased FY23. The return fee is charged when the customer's forget to put their containers out and we have to make a special trip. It should be set to cover all fuel, man-hours, admin, etc. costs. Push back fee requires a special trip to take the container from the street and return it to the house--fuel, man-hours, admin. Premium service increase is commensurate with recent increase in normal refuse service.
	Solid Waste Fee	\$25.00	\$25.00	
	Return Fee	\$6.00	\$15.00	
	Push Back Fee	\$4.00	\$10.00	
	2nd Container	\$4.00	\$6.00	
	Premium Service	\$42.00	\$45.00	
Solid Waste Fees (Commercial)	Recycling Fee	\$1.00	\$1.00	Rates established by Ordinance 50.08 Refuse Collection Fee and Resolution 2016-24 . Clean Out Dumpster is an 8 Yd ³ rented for residential clean up/construction debris. Substituted for "Tote Bag" previously used and includes one service dump. Additional service dumps are \$100 each.
	Dumpster Lease (4 Yd ³)	\$30.00	\$30.00	
	4 Yd ³ Dumpster Service	\$22.00	\$22.00	
	Dumpster Lease (6 Yd ³)	\$35.00	\$35.00	
	6 Yd ³ Dumpster Service	\$33.00	\$33.00	
	Dumpster Lease (8 Yd ³)	\$40.00	\$40.00	
	8 Yd ³ Dumpster Service	\$44.00	\$44.00	
	Clean Out Dumpster	\$125.00	\$125.00	
	Clean Out Dumpster Service	\$100.00	\$100.00	
City Assessment/ Frontage Fees	Refuse Container (90 Gal)	\$45.00	\$45.00	Current rates established by Resolution 1997-49 .
	Extra Refuse Container	\$15.00	\$15.00	
	Water Assessment/Frontage	\$9.00	\$15.00	
	Sewer Assessment/Frontage	\$17.00	\$23.00	

City of Goldsboro, NC Utility Rate Sheet
Current Rates

	Inside City	Outside City
Water Charges		
Water Volumetric Charges		
Rate per 1,000 gallons	\$4.04	\$8.11
Industrial Bulk Rate per 1,000 gallons	\$3.30	\$5.99
Water Minimum Charges		
Meter Size		
3/4"	\$17.11	\$23.66
1"	\$17.74	\$24.90
1 1/2"	\$18.78	\$26.99
2"	\$20.06	\$29.56
3"	\$24.06	\$37.54
4"	\$29.42	\$48.28
6"	\$41.92	\$73.26
8"	\$63.30	\$116.02
10"	\$99.96	\$190.86
Wastewater Charges		
Wastewater Volumetric Charges		
Rate per 1,000 gallons	\$8.77	\$17.53
Industrial Bulk Rate per 1,000 gallons	\$7.85	\$15.72
Capitalized Sewer Volumetric Charges		
Rate per 1,000 gallons	\$3.88	\$7.76
Industrial Bulk Rate per 1,000 gallons	\$3.53	\$7.06
Typical Residential Customer Bill	\$81.19	\$151.88

City of Goldsboro, NC Utility Rate Sheet
Rates Effective August 1, 2023

	Inside City	Outside City
Water Charges		
Water Volumetric Charges		
Rate per 1,000 gallons	\$4.21	\$8.44
Industrial Bulk Rate per 1,000 gallons	\$3.43	\$6.92
Water Minimum Charges		
Meter Size		
3/4"	\$17.80	\$24.61
1"	\$18.45	\$25.90
1 1/2"	\$19.53	\$28.07
2"	\$20.87	\$30.74
3"	\$25.02	\$39.04
4"	\$30.60	\$50.21
6"	\$43.59	\$76.19
8"	\$65.83	\$120.66
10"	\$103.96	\$198.49
Wastewater Charges		
Wastewater Volumetric Charges		
Rate per 1,000 gallons	\$9.12	\$18.23
Industrial Bulk Rate per 1,000 gallons	\$8.16	\$16.35
Capitalized Sewer Volumetric Charges		
Rate per 1,000 gallons	\$4.03	\$8.07
Industrial Bulk Rate per 1,000 gallons	\$3.67	\$7.34
Typical Residential Customer Bill	\$84.44	\$157.96

	No Increase	4% Increase
Water Charges for Service	\$8,940,000	\$9,300,000
Sewer Charges for Service	\$11,000,000	\$11,400,000

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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

Manager's Recommended Budget-FY2023-24
Consultant Fees, Training & Travel

	Consultant Fees (1991)			Training (2323)			Travel (3121)		
Department	FY22-23 Adopted 6/20/2022	FY23-24 Dept Recommended	Change	FY22-23 Adopted 6/20/2022	FY23-24 Dept Recommended	Change	FY22-23 Adopted 6/20/2022	FY23-24 Dept Recommended	Change
Mayor & City Council	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 12,175	\$ 12,175	\$ 16,202	\$ 17,110	\$ 908
City Managers Office	\$ 10,000	\$ 15,000	\$ 5,000	\$ -	\$ 11,785	\$ 11,785	\$ 19,183	\$ 11,897	\$ (7,286)
Human Resources	\$ 26,500	\$ 19,389	\$ (7,111)	\$ 1,850	\$ 2,125	\$ 275	\$ 2,800	\$ 1,115	\$ (1,685)
Community Relations	\$ -		\$ -	\$ 2,630	\$ 500	\$ (2,130)	\$ 1,807	\$ 10,157	\$ 8,350
Paramount	\$ -		\$ -	\$ -		\$ -	\$ 2,535	\$ 2,485	\$ (50)
Event Center	\$ -		\$ -	\$ -	\$ 400	\$ 400	\$ -	\$ 2,610	\$ 2,610
Inspections	\$ -		\$ -	\$ 3,400	\$ 3,420	\$ 20	\$ 8,467	\$ 8,467	\$ -
Downtown Development	\$ 5,500	\$ 5,500	\$ -	\$ 2,065	\$ 1,535	\$ (530)	\$ 4,380	\$ 2,580	\$ (1,800)
Information Technology	\$ 55,000	\$ 48,000	\$ (7,000)	\$ 27,500	\$ 41,100	\$ 13,600	\$ 11,600	\$ 13,000	\$ 1,400
P.W. -Administration	\$ -		\$ -	\$ 1,750	\$ 1,600	\$ (150)	\$ 500	\$ 750	\$ 250
Garage	\$ -		\$ -	\$ 1,500	\$ 935	\$ (565)	\$ -	\$ -	\$ -
Buildings & Grounds	\$ -		\$ -	\$ 475	\$ 325	\$ (150)	\$ -	\$ -	\$ -
Cemetery	\$ -		\$ -	\$ 320	\$ 320	\$ -	\$ -	\$ -	\$ -
Finance	\$ 44,950	\$ 66,450	\$ 21,500	\$ 3,200	\$ 3,640	\$ 440	\$ 3,950	\$ 5,400	\$ 1,450
Planning & Redevelopment	\$ 25,000		\$ (25,000)	\$ -	\$ 6,145	\$ 6,145	\$ 7,010	\$ 2,850	\$ (4,160)
Street Maintenance	\$ -		\$ -	\$ 3,800	\$ 3,040	\$ (760)	\$ 1,500	\$ 1,500	\$ -
Solid Waste	\$ -		\$ -	\$ 1,200	\$ 5,600	\$ 4,400	\$ 1,100	\$ 1,500	\$ 400
Engineering	\$ 51,400	\$ 33,520	\$ (17,880)	\$ 4,500	\$ 6,400	\$ 1,900	\$ 4,400	\$ 7,400	\$ 3,000
Fire	\$ 15,000	\$ -	\$ (15,000)	\$ 35,280	\$ 25,035	\$ (10,245)	\$ 6,850	\$ 14,700	\$ 7,850
Police	\$ 15,000	\$ 25,000	\$ 10,000	\$ 50,590	\$ 33,749	\$ (16,841)	\$ 59,250	\$ 36,335	\$ (22,915)
Parks & Recreation	\$ -		\$ -	\$ 4,925	\$ 2,875	\$ (2,050)	\$ 4,800	\$ 5,150	\$ 350
Golf	\$ -	\$ -	\$ -	\$ 2,800	\$ 3,300	\$ 500	\$ 3,140	\$ 3,100	\$ (40)
TOTAL GENERAL FUND	\$ 288,350	\$ 252,859	\$ (35,491)	\$ 147,785	\$ 166,004	\$ 18,219	\$ 159,474	\$ 148,106	\$ (11,368)
Stormwater	\$ 30,900	\$ 30,900	\$ -	\$ 3,850	\$ 5,500	\$ 1,650	\$ 1,500	\$ 1,500	\$ -
TOTAL STORMWATER FUND	\$ 30,900	\$ 30,900	\$ -	\$ 3,850	\$ 5,500	\$ 1,650	\$ 1,500	\$ 1,500	\$ -
Billing & Meters Services	\$ -	\$ -	\$ -	\$ 2,650	\$ 2,250	\$ (400)	\$ 2,900	\$ 3,950	\$ 1,050
Maintenance	\$ -	\$ -	\$ -	\$ 7,910	\$ 18,025	\$ 10,115	\$ 4,900	\$ 4,500	\$ (400)
Water Treatment Plant	\$ 642,000	\$ 52,806	\$ (589,194)	\$ 1,000	\$ 7,555	\$ 6,555	\$ 6,495	\$ 1,650	\$ (4,845)
Water Reclamation	\$ 32,000	\$ 632,806	\$ 600,806	\$ 1,000	\$ 21,100	\$ 20,100	\$ 29,900	\$ 9,076	\$ (20,824)
Compost	\$ 2,500	\$ 3,000	\$ 500	\$ 3,000	\$ 5,505	\$ 2,505	\$ 1,795	\$ 740	\$ (1,055)
TOTAL UTILITY FUND	\$ 676,500	\$ 688,612	\$ 12,112	\$ 15,560	\$ 54,435	\$ 38,875	\$ 45,990	\$ 19,916	\$ (26,074)
Travel & Tourism	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 10,000	\$ 11,000	\$ 1,000
TOTAL OCCUPANCY TAX FUND	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 10,000	\$ 11,000	\$ 1,000

Manager's Recommended Budget-FY2023-24

Consultant Fees, Training & Travel

	Consultant Fees (1991)			Training (2323)			Travel (3121)		
Department	FY22-23 Adopted 6/20/2022	FY23-24 Dept Recommended	Change	FY22-23 Adopted 6/20/2022	FY23-24 Dept Recommended	Change	FY22-23 Adopted 6/20/2022	FY23-24 Dept Recommended	Change
TOTAL ALL FUNDS	\$ 995,750	\$ 972,371	\$ (23,379)	\$ 167,195	\$ 227,439	\$ 60,244	\$ 216,964	\$ 180,522	\$ (36,442)

Capital Summary FY23-24

The FY23-24 Department Request for Capital Outlay for all operating funds totaled \$11,751,929, and Manager Recommended was reduced to \$3,925,853 due to revenue constraints.

Capital Outlay Type	FY23-24		FY22-23	
	Request	Manager Recomm.	Request	Adopted
Buildings & Improvements	\$ 2,135,023	\$ 352,172	\$ 1,113,100	\$ 951,600
Rolling Stock/Equipment/Furniture/Fixtures	\$ 2,659,243	\$ 1,172,878	\$ 1,643,108	\$ 1,523,653
Vehicles	\$ 4,241,704	\$ 1,571,784	\$ 3,460,886	\$ 2,871,464
Infrastructure	\$ 1,011,817	\$ 107,317	\$ 1,065,567	\$ 243,042
Distribution System	\$ 1,704,142	\$ 721,702	\$ 4,045,235	\$ 1,109,055
Total All Funds	\$ 11,751,929	\$ 3,925,853	\$11,327,896	\$ 6,698,814

Reports to Follow:

- ✓ Detail request report by Fund and Organization listing the equipment to be replaced or added with the corresponding Department Request and the Manager's Recommended amount.
- ✓ Department Request sheets for Vehicles and Other Equipment detail can be found as the last item of the individual departments section.

Special Request for Consideration:

Parks and recreation currently does not have a shelter to store the equipment used to maintain the sports complex, nor an area to service the equipment on site. There is also no building to store the chemicals or hand tools that are used on site. The director would like to construct a 40'x40' metal building at the Bryan Multi Sports Complex to provide a location for shelter, storage and a workshop at an estimated cost of \$250K. This will help extend the life of the equipment from the elements, as well as provide a safe storage space for equipment, chemicals and tools. Staff proposes to fund this with fund balance from the Occupancy Tax Fund as it has been used in the past for building and infrastructure for the Bryan Multi Sports Complex due to the positive economic impact that the Sports Complex has provided for the City and Wayne County. Currently there is approximately \$378K in available fund balance in the Occupancy Tax Fund, so there are sufficient resources to pay for the building. The original request was not placed in the Manager's Recommended budget, but with Council consensus it will be included in the final adopted budget presented.

Summary By Fund & Capital Type

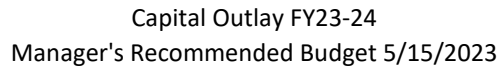
Capital Outlay Type	FY23-24		FY22-23	
	Request	Manager Recomm.	Request	Adopted
General Fund				
Buildings & Improvements	\$ 1,800,023	\$ 47,172	\$ 523,100	\$ 361,600
Rolling Stock/Equipment/Furniture/Fixtures	2,327,243	840,878	732,339	612,884
Vehicles	3,554,604	1,218,184	2,412,286	2,080,464
Infrastructure	1,011,817	107,317	1,065,567	243,042
Subtotal General Fund	\$ 8,693,687	\$ 2,213,551	\$ 4,733,292	\$ 3,297,990
Utility Fund				
Buildings & Improvements	\$ 320,000	\$ 305,000	\$ 590,000	\$ 590,000
Rolling Stock/Equipment/Furniture/Fixtures	312,000	312,000	910,769	910,769
Vehicles	118,600	118,600	683,600	480,000
Distribution System	1,704,142	721,702	4,045,235	1,109,055
Subtotal Utility Fund	\$ 2,454,742	\$ 1,457,302	\$ 6,229,604	\$ 3,089,824
Stormwater Fund				
Buildings & Improvements	\$ 15,000	\$ -		
Rolling Stock/Equipment/Furniture/Fixtures	20,000	20,000		
Vehicles	568,500	235,000	365,000	311,000
Subtotal Stormwater Fund	\$ 603,500	\$ 255,000	\$ 365,000	\$ 311,000
Downtown MSD Tax Fund				
Rolling Stock/Equipment/Furniture/Fixtures			\$ -	\$ -
Subtotal Downtown MSD Tax Fund	\$ -	\$ -	\$ -	\$ -
Occupancy Tax Fund				
Rolling Stock/Equipment/Furniture/Fixtures	\$ -	\$ -		
Subtotal Occupancy Tax Fund	\$ -	\$ -	\$ -	\$ -
All Funds Total	\$ 11,751,929	\$ 3,925,853	\$ 11,327,896	\$ 6,698,814

Capital Outlay FY23-24
 Manager's Recommended Budget 5/15/2023

Fund/Department	Description of Capital Items	Acct #	Budget Request FY23-24	Budget Recommended FY23- 24
General Fund				
Paramount	HVAC Controls System		\$ 56,150	\$ -
	Wheelchair lift		\$ 10,000	\$ -
			<u>\$ 66,150</u>	<u>\$ -</u>
Information Technology	Chiller, Boiler, and Controls Replacement		\$ 732,000	\$ -
	Ford Bronco Sport Base, 4DR, 4X4, 1.5L EcoBoost, 8-Speed Auto		\$ 32,000 *	\$ -
	Ford Bronco Sport Base, 4DR, 4X4, 1.5L EcoBoost, 8-Speed Auto		\$ 32,000 *	\$ -
	Ford Bronco Sport Base, 4DR, 4X4, 1.5L EcoBoost, 8-Speed Auto		\$ 32,000 *	\$ -
	UPS Replacement		\$ 80,000 *	\$ -
	Network Equipment Upgrade (Entire City)		\$ 500,000 *	\$ -
	MDT Replacement and Drone Upgrades for Public Safety		\$ 600,000 *	\$ 600,000
	Lease and Consulting Fees		\$ 10,000 *	\$ 10,000
			<u>\$ 2,018,000</u>	<u>\$ 610,000</u>
Garage	Ford F-150 CRW Cab		\$ 40,000 *	\$ 40,000
			<u>\$ 40,000</u>	<u>\$ 40,000</u>
Garage Service Credits	Upgrade TLS 350 fuel monitoring system (near critical failure) and RTA portion used for fuel billing (antiquated system) will be paid for through cents-per gallon in fuel billing.		\$ 30,200	\$ 30,200
			<u>\$ 30,200</u>	<u>\$ 30,200</u>
Building & Grounds	18x18 Roll-up garage door and motor		\$ 20,000	\$ 11,980
	Automated, electric chain driven gate with key fob access.		\$ 15,000	\$ -
	Big Dog FX1000 60" Deck 35 HP		\$ 15,000	\$ 15,000
	F-150 4x4 Super Crew Pickup Truck		\$ 55,150 *	\$ -
	John Deere 6105E, mid mount boom mower, tag along rotary cutter.		\$ 135,000 *	\$ -

Capital Outlay FY23-24
 Manager's Recommended Budget 5/15/2023

Fund/Department	Description of Capital Items	Acct #	Budget Request	Budget
			FY23-24	Recommended FY23-24
	2014 Skyjack SJIII3219 Scissors Lift		\$ 12,000	\$ -
			<u>\$ 252,150</u>	<u>\$ 26,980</u>
Cemetery	John Deere Z930M Ztrak		\$ 13,507	\$ 13,507
	40x49x15 Metal Building		\$ 36,000	\$ -
			<u>\$ 49,507</u>	<u>\$ 13,507</u>
Planning	Laptop Setups		\$ 14,000	\$ 4,000
	2023 F-150 4x2 Supercab		\$ 40,605	* \$ -
	Diablo MP 60" - Vanguard Mower w/ Trimmer and backpack blower w/trailer		\$ 14,808	\$ -
	Project #U-5994		\$ 1,310	\$ 1,310
	Project # U-5724		\$ 68,775	\$ 68,775
	Project # U-2714		\$ 32,232	\$ 32,232
			<u>\$ 171,730</u>	<u>\$ 106,317</u>
Street Maintenance	Salt Spreader		\$ 25,000	\$ -
	F-750 10 Ton dump truck with snow plow. The snowplow alone is 18 K		\$ 135,000	* \$ -
	F-350 Service Body truck		\$ 75,570	* \$ -
			<u>\$ 235,570</u>	<u>\$ -</u>
Street Utilities	Railroad Signals		\$ 5,000	\$ 5,000
			<u>\$ 5,000</u>	<u>\$ 5,000</u>
Street Paving	Paving petition received on 6-30-14 for Branch Street from Vann Street to Southern End		\$ 544,500	\$ -
	Dirt street paving for North Slocumb Street from Simmons Street to Dead-end (\$192,000) and Atlantic Avenue from North Audubon Avenue to Dead-end (\$168,000)		\$ 360,000	\$ -
			<u>\$ 904,500</u>	<u>\$ -</u>
Solid Waste	Refurbish current equipment		\$ 140,000	\$ -
	2024 Rear Loader Garbage Truck		\$ 300,000	* \$ 300,000
	2024 Fully Automated 1-Arm Trash Truck		\$ 425,000	* \$ -
	2024 Fully Automated Leaf Truck		\$ 300,000	* \$ 300,000



Manager's Recommended Budget 5/15/2023

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Capital Outlay FY23-24
 Manager's Recommended Budget 5/15/2023

Fund/Department	Description of Capital Items	Acct #	Budget Request		Budget	
			FY23-24		Recommended FY23-24	
	Equipment for 2023 Chevy Tahoe	5400	\$	17,678	*	\$ -
	Line Car-2023 Chevrolet Tahoe PPV	5404	\$	48,000	*	\$ -
	Equipment for 2023 Chevy Tahoe	5400	\$	17,678	*	\$ -
	Line Car-2023 Chevrolet Tahoe PPV	5404	\$	48,000	*	\$ -
	Equipment for 2023 Chevy Tahoe	5400	\$	17,678	*	\$ -
	Line Car-2023 Chevrolet Tahoe PPV	5404	\$	48,000	*	\$ -
	Equipment for 2023 Chevy Tahoe	5400	\$	17,678	*	\$ -
	Line Car-2023 Chevrolet Tahoe PPV	5404	\$	48,000	*	\$ -
	Equipment for 2023 Chevy Tahoe K9	5400	\$	27,178	*	\$ 27,178
	Admin Car - 2023 Chevrolet Tahoe PPV	5401	\$	48,000	*	\$ 48,000
	Equipment for Dodge Charger Pursuit AWD	5400	\$	11,288	*	\$ -
	Admin Car-2023 Dodge Charger Pursuit AWD	5401	\$	35,742	*	\$ -
	GETAC VR-X20 In-Car Camera (14) @ \$5,407.45 ea	5400	\$	75,705		\$ 43,260
	Security access for Intelligence Room - Swipe card access	5527	\$	6,800		\$ -
	Stalker MC360 Message Trailer (4'x8') @ \$22,684 each	5527	\$	45,369		\$ -
	GETAC BC-03 BWC 20 @ \$3,434.75 ea.	5527	\$	68,695		\$ -
	Idemia LIVESCAN System	5527	\$	24,384		\$ -
	Mini Crime Scope	5527	\$	13,525		\$ -
	(4) Fox Fury Nomad 360 Scene Light @ \$2,357.99 each	5527	\$	9,432		\$ -
	each, (70) Safari land 6360 ALS/SLS Mid Rise, Level III Duty Holster @ \$187.00 each	5527	\$	21,985		\$ -
	(25) Viking VP 8000 Portable Radios @ \$4,832.76 ea.	5591	\$	120,819		\$ -
	GETAC VR-X20 In-Car Camera (20) @ \$5,408 ea.	5695	\$	108,160		\$ -
	2-ton split unit Air Conditioner	5816	\$	14,000		\$ 14,000
			\$	1,800,574		\$ 592,184
Parks & Recreation	Park House decking and floor repair		\$	39,381		\$ -
	Enclosed 16' Trailer		\$	9,000		\$ -
	Swozi Cart Pro Auto (Own)		\$	44,715	*	\$ -
	Swozi Cart Pro Auto (Annual Lease)		\$	11,140		\$ -
	Kubota Tractor		\$	59,857	*	\$ -

Capital Outlay FY23-24
 Manager's Recommended Budget 5/15/2023

Fund/Department	Description of Capital Items	Acct #	Budget Request	Budget
			FY23-24	Recommended FY23-24
	Hustler Super Z Mower with 60" Deck		\$ 13,846	\$ 13,846
	Befco Super Flex Mower 15' Cut		\$ 25,677	\$ -
	Maintenance Building for Bryan MSCX		\$ 240,000	\$ -
	Roof replacement at Peacock Pool Bath House Area		\$ 10,192	\$ 10,192
			<u>\$ 453,808</u>	<u>\$ 24,038</u>
Total General Fund Capital Outlay			<u>\$ 8,693,687</u>	<u>\$ 2,213,551</u>
Stormwater Fund				
Stormwater	Automated, electric chain driven gate with key fob access.		\$ 15,000	\$ -
	2023 Western star 16 Ton Dump Truck		\$ 235,000 *	\$ 235,000
	F 150 4x4 pickup crew cab		\$ 53,500	\$ -
	930 M Frontend Loader		\$ 280,000 *	\$ -
	Mower attachment and bucket		\$ 12,500	\$ 12,500
	Trench Box		\$ 7,500	\$ 7,500
			<u>\$ 603,500</u>	<u>\$ 255,000</u>
Total Stormwater Fund Capital Outlay			<u>\$ 603,500</u>	<u>\$ 255,000</u>
Utility Fund				
Billing & Meter Services	2024 Chevy Colorado		\$ 32,600	\$ 32,600
			<u>\$ 32,600</u>	<u>\$ 32,600</u>
Distribution & Collections				
	Automated, electric chain driven gate with key fob access		\$ 15,000	\$ -
	Caterpillar 420XE		\$ 174,000	\$ 174,000
	24' Kaufman enclosed trailer		\$ 17,000	\$ 17,000
	Bobcat E60		\$ 82,000	\$ 82,000
	Leica ground penetrating radar.		\$ 26,000	\$ 26,000
	2024 F350 Utility truck		\$ 86,000	\$ 86,000
	24' PJ Trailer		\$ 13,000	\$ 13,000
			<u>\$ 413,000</u>	<u>\$ 398,000</u>
Water Treatment Plant				
	Fluoride containment restoration		\$ 25,000	\$ 25,000
	WTP Structure repairs		\$ 255,000	\$ 255,000
	Elevated Tank Asset Management		\$ 300,000	\$ 300,000

Capital Outlay FY23-24
 Manager's Recommended Budget 5/15/2023

Fund/Department	Description of Capital Items	Acct #	Budget Request	Budget
			FY23-24	Recommended FY23-24
			<u>\$ 580,000</u>	<u>\$ 580,000</u>
<u>Water Reclamation Facility</u>	Bar Screen at Pecan L/S -225K-moved to capital (#5855) increase maintenance \$ if capital not approved		\$ 200,000	\$ 200,000
	Bio Tank Blower (Spare)		\$ 32,000	\$ 32,000
	All Weather Sampler (Spare)		\$ 10,474	\$ 10,474
	Upgrade WRF front gate security gate		\$ 50,000	\$ 50,000
			<u>\$ 292,474</u>	<u>\$ 292,474</u>
<u>Utility Fund Capital Expense</u>	NCDOT Utility Construction Agreement NCDOT Project U-2714 US 117 North (North William Street Widening Project) FY2023/24		\$ 154,228	\$ 154,228
	Petitioned Sanitary Sewer Improvements		\$ 982,440	\$ -
			<u>\$ 1,136,668</u>	<u>\$ 154,228</u>
Total Utility Fund Capital Outlay			<u>\$ 2,454,742</u>	<u>\$ 1,457,302</u>
Grand Total Capital Outlay			<u>\$ 11,751,929</u>	<u>\$ 3,925,853</u>
Items with an asterisk (*) indicates there will be a loan associated with the item				
General Fund amount to be borrowed			\$ 4,908,471	\$ 1,784,924
Stormwater Fund amount to be borrowed			\$ 515,000	\$ 235,000
Utility Fund amount to be borrowed			<u>\$ -</u>	<u>\$ -</u>
Total amount recommended to be borrowed			<u>\$ 5,423,471</u>	<u>\$ 2,019,924</u>



Summary of Principal and Interest Due and Outstanding Debt Balances

		FY23-24 Budget					
	FY Paid	FY22-23 Adopted Princ & Int		FY23-24 Recom. Princ & Int	Outstanding Balance FY23	Outstanding Balance FY24	Tentative New Debt
General Obligation Bonds							
Sewer & Streets - 2013 Refunding GO	2025	\$ 319,980		\$ 306,643	\$ 551,000	\$ 254,000	
Police Lawsuit Settlement - 2014 GO	2025	\$ 182,070		\$ 177,480	\$ 340,000	\$ 170,000	
Parks & Rec (54.5%) & Streets (45.50%) 2017 GO Bonds	2037	\$ 434,156		\$ 420,406	\$ 3,850,000	\$ 3,575,000	
Streets - 2018 GO	2039	\$ 367,875		\$ 356,625	\$ 3,600,000	\$ 3,375,000	
Streets (22.8%) & Sewer (77.20%) 2017 Refunding GO	2030	\$ 961,500		\$ 926,700	\$ 4,960,000	\$ 4,220,000	
Subtotal - GO Bonds		\$ 2,265,581		\$ 2,187,854	\$ 13,301,000	\$ 11,594,000	\$ -
State Revolving Loans							
Water Plant Phase I	2032	\$ 419,959		\$ 411,560	\$ 3,023,704	\$ 2,687,737	
Water Plant Phase II	2033	\$ 147,093		\$ 147,093	\$ 1,470,932	\$ 1,323,839	
Stoney Creek Sewer Project	2037	\$ 215,485		\$ 212,325	\$ 2,353,196	\$ 2,185,110	
Plate Settlers Project (W1112)	2041	\$ 116,504		\$ 98,568	\$ 1,336,418	\$ 1,262,173	
Phase IV Sewer Improvements SRF (S1102) (Project not yet closed)	2040	\$ 420,283		\$ 420,284	\$ 3,412,606	\$ 2,992,322	
Gravity Sewer Rehab (Big Ditch) SRP (S1103) (Project not yet closed)	2041 (Est.)	\$ 83,110		\$ 81,986	\$ 516,382	\$ 454,627	
Water Lines and Booster Pump New Hope (W1111)	2041 (Est.)	\$ 243,154		\$ 246,452	\$ -	\$ -	\$ 3,610,000
Subtotal - State Revolving Loans		\$ 1,645,588		\$ 1,618,268	\$ 12,113,238	\$ 10,905,807	\$ -
Installment Loans							
Paramount & City Hall (2014)	2024	\$ 289,447	x	\$ 126,275	\$ 125,000	\$ -	
Gateway Transit Building, HVAC Police & Streetscape (2014)	2034	\$ 319,282	x	\$ 311,667	\$ 2,505,000	\$ 2,277,000	
W.A. Foster & Goldsboro Events Center (2015)	2030	\$ 597,908	x	\$ 583,795	\$ 3,395,000	\$ 2,910,000	
Bryan Multi-Sports Complex (2017)	2032	\$ 230,000	x	\$ 227,000	\$ 1,800,000	\$ 1,600,000	
Utilities AMI Project (70.98%) & Equipment (29.02%) (2017)	2032	\$ 426,840	x	\$ 426,858	\$ 3,424,000	\$ 3,078,000	
Lighting Bryan Multi-Sports Complex (2018)	2023	\$ 55,311	x		\$ -	\$ -	
IT Lease #05 Suntrust (2018)	2023	\$ 102,263	x		\$ -	\$ -	
Vehicles & Equipment (GF 60%; UF 14%; SF 26%) (2018)	2023	\$ 481,054	x		\$ -	\$ -	
Police Evidence Rm & Fire Station Renovation (2018)	2034	\$ 498,550	x	\$ 486,479	\$ 3,885,000	\$ 3,531,000	
IT Lease #06 Suntrust (2018)	2024	\$ 98,593	x	\$ 98,593	\$ 95,527	\$ -	
Vehicles & Equipment (GF 56.07%; UF 43.93) General Fd Portion (2018)	2024	\$ 256,621	x	\$ 256,415	\$ 249,000	\$ -	
SJAFB Commercial Garbage Trucks (2019)	2029	\$ 68,604	x	\$ 69,077	\$ 376,000	\$ 317,000	
Herman Park Center	Not Taken	\$ -			\$ -	\$ -	\$ 11,750,000
FY20 & FY21 Rolling Stock & Equipment (2021)	2027	\$ 341,884	x	\$ 341,884	\$ 1,328,125	\$ 1,001,913	
FY22 Rolling Stock & IT Equipment	2027	\$ 503,656	x	\$ 503,113	\$ 1,395,000	\$ 905,000	
FY23 Rolling Stock & IT Equipment	2028			\$ 522,601	\$ 2,398,000	\$ 1,939,000	
FY24 Rolling Stock & IT Equipment	New				\$ -	\$ -	\$ 2,019,924
Subtotal - Installment Loans		\$ 4,270,013		\$ 3,953,757	\$ 20,975,652	\$ 17,558,913	\$ 13,769,924
Grand Total		\$ 8,181,182		\$ 7,759,879	\$ 46,389,889	\$ 40,058,721	\$ 13,769,924

Debt Paid Off FY23/FY24
New Debt taken in FY23/FY24

Principal Outstanding by Fund Summary

General Fund	\$ 25,615,578	\$ 21,866,407
Utility Fund	\$ 20,199,322	\$ 17,739,054
Stormwater Fund	\$ 574,989	\$ 453,260
Total	\$ 46,389,889	\$ 40,058,721



**Economic Development Agreements
FY2023-2024 Budget**

Company	Agreement	Total	FY	FY24 Manager's Recommended Budget Amount
Alta*	12/5/2016	\$ 25,000.00	2024	\$ -
Alta	12/17/2018	\$ 26,875.00	2024	\$ 6,719.00
AP Exhaust	5/4/2021	\$ 21,000.00	2024	\$ 7,000.00
Michael Aram	12/16/2019	\$ 440,000.00	2024	\$ 52,900.00
Atlantic Casualty	3/17/2020	\$ 100,000.00	2024	\$ 48,000.00
WNB Landlords	2/25/2019	\$ 469,463.00	2024	\$ 62,595.00
Stromberg Foods	2/26/2017	\$ 26,110.00	2024	\$ 5,222.00
Wayne County Shell Building**	6/6/2017	\$ 425,000.00	2024	\$ 141,667.00
Mount Olive Pickle	3/1/2022	\$ 600,000.00	2024	\$ 80,000.00
Total Economic Development Incentives		<u><u>\$ 2,133,448.00</u></u>		<u><u>\$ 404,103.00</u></u>

* Expired agreement

** Final payment FY24

Position & Benefit Summary FY23-24

Background:

- ✓ In FY23 there were no new positions authorized by Council so the adopted position allocation stood at 489 full time employees.

Current:

The recommended position allocation is 493 full time employees.

- ✓ The proposed Manager's recommended budget includes adding 4 FTE's.
 - Engineering administrative assistant III (General Fund)
 - Paramount technical director (General Fund)
 - Parks and Recreation golf course maintenance technician (General Fund)
 - Human Resources occupational health nurse (General Fund)
- ✓ Frozen Positions

Due to funding concerns, the following positions will be frozen.

FY	Beginning Adopted	Position Reductions	Requested & Approved thru Budget Process	Requested thru Budget Amendment	Ending Amended Position Budget
FY2018	458		8		466
FY2019	466		4	1	471
FY2020	471		2	1	474
FY2021	474	-2	8		480
FY2022	480		2	7	489
FY2023	489				489
FY2024	489		4		493

Red - Manager's Requested Budget

Note: the position count includes 7 elected officials

Department	FTE Frozen	Approximate Salary	Total Savings	Funding %
Police	20	\$ 40,431	\$ 808,620	88%
Fire	3	\$ 37,405	\$ 112,215	97%
Planning	1	\$ 36,672	\$ 36,672	93%
Streets	1	\$ 31,678	\$ 31,678	94%
Total Savings			<u>\$ 989,185</u>	

Reports - Position Summary Allocation is presented as follows

- Position Allocation Summary by Fund
 - Presents full time employees in a single page snapshot view at fund level. There are 4 operating funds with 482 FTE's.
- Position Allocation Summary by Fund and Organization
 - Presents full time employees a single page snapshot view at a fund and organizational level. The 4 operating funds are further broken down into the broader organizational and functional areas of the City.

Employee Benefits Summary

Description	FY23 Adopted Budget	FY24 Manager's Recomm. Budget	Rate	FY23 Actual Est.	Rate	FY24 Budget
COLA	Y	Y	5.00%	\$ 1,105,024	2.00%	\$ 607,651
Merit	N	Y	0.00%	\$ -	1.00%	\$ 151,913
Bonus	N	N		\$ -		\$ -
Health Insurance - State Health Plan (City Portion)	Y	Y		\$ 3,580,848		\$ 3,175,578
Group Term Life \$20,0000	Y	Y		\$ 17,029		\$ 17,415
Cell Phone Stipend	Y	Y		\$ 62,709		\$ 105,060
Wellness Program*	Y	Y	\$300/Yr	\$ 123,475	\$300 Yr	\$ 170,700
Social Security	Y	Y	7.65%	\$ 1,785,423	7.65%	\$ 2,022,721
LGERS Regular & Fire	Y	Y	12.15%	\$ 2,311,466	12.91%	\$ 2,593,103
LGERS LEO	Y	Y	13.04%	\$ 833,463	14.24%	\$ 797,439
401K City Contribution	Y	Y	4% & 5%	\$ 1,008,827	4% & 5%	\$ 1,083,832
Retiree Health Insurance	Y	Y		\$ 70,525		\$ 79,440
Unemployment Costs	Y	Y		\$ 8,143		\$ 8,500
Worker's Comp Costs	Y	Y		\$ 227,589		\$ 60,518
Total Benefits				\$ 11,134,521		\$ 10,873,870

LGERS Rate History

	<u>Non-LEO</u>	<u>Incr Over Prior</u>	<u>LEO</u>	<u>Incr Over Prior</u>
FY19	7.82%		8.50%	
FY20	9.02%	1.20%	9.70%	1.20%
FY21	10.21%	1.19%	10.84%	1.14%
FY22	11.41%	1.20%	12.04%	1.20%
FY23	12.15%	0.74%	13.04%	1.00%
FY24	12.91%	0.76%	14.24%	1.20%

The Retirement System has implemented rate increases to fund retirement for local government employees. We anticipate another rate increase in FY24 due to funding requirements from actuarial studies performed for the Retirement System. The cost for FY24 of the increase rate for Non-LEO is approximately \$270,148 and for LEO is \$67,200 for a grand total of \$337,348.

State Health Plan Current & Proposed Rates

North Carolina State Health Plan Rates - Tobacco Attestion YES										
January-December 2023					January-December 2024 (ESTIMATED)					
	Employer Monthly Cost	Employee Monthly Cost				Employer Monthly Cost	Employee Monthly Cost			
		80/20	70/30				80/20	70/30		
	Employee	\$ 584.96	\$ 50.00			\$ 25.00	Employee	\$ 614.00	\$ 50.00	\$ 25.00
	Emp/Child	\$ 584.96	\$ 305.00			\$ 218.00	Emp/Child	\$ 614.00	\$ 320.14	\$ 228.82
	Emp/Spouse	\$ 584.96	\$ 700.00			\$ 590.00	Emp/Spouse	\$ 614.00	\$ 734.75	\$ 619.29
Family	\$ 584.96	\$ 720.00	\$ 598.00		Family	\$ 614.00	\$ 755.74	\$ 627.69		

North Carolina State Health Plan Rates - Tobacco Attestion NO										
January-December 2023					January-December 2024 (ESTIMATED)					
	Employer Monthly Cost	Employee Monthly Cost				Employer Monthly Cost	Employee Monthly Cost			
		80/20	70/30				80/20	70/30		
	Employee	\$ 584.96	\$ 110.00			\$ 85.00	Employee	\$ 614.00	\$ 110.00	\$ 85.00
	Emp/Child	\$ 584.96	\$ 365.00			\$ 278.00	Emp/Child	\$ 614.00	\$ 383.12	\$ 291.80
	Emp/Spouse	\$ 584.96	\$ 760.00			\$ 650.00	Emp/Spouse	\$ 614.00	\$ 797.73	\$ 682.27
Family	\$ 584.96	\$ 780.00	\$ 658.00		Family	\$ 614.00	\$ 818.72	\$ 690.67		

The City of Goldsboro is a participating member of the NC State Health Plan administered by Blue Cross Blue Shield. On January 4, 2023, State Treasurer Dale Folwell announced that in 2025 Aetna will be the third party administrator for the State Health Plan.

Position Reclassification Requests
FY23-24 Manager's Recommended Budget

Department	Division (If applicable)	Current to Proposed Classification	Current to Proposed Classification Grade	Proposed Classification	Position Number	Status (FT, PT, PP)	HR Recommendation	CM Approval?
Fire		Battalion Chief (Inspections) to Assistant Chief	81 to 85	Assistant Chief	510103	Full Time	YES	YES
Fire		Administrative Assistant to Administrative Assistant I	68 to 70	Administrative Assistant I	510107	Full Time	YES	YES
Public Utilities	WRF	Laboratory Technician	71 to 73	Lead Laboratory Technician	770024	Full Time	YES	YES
Public Utilities	Compost	Compost Operator	69 to 70	Compost Operator	790005	Full Time	YES	YES
Public Utilities	Compost	Compost Operator	69 to 70	Compost Operator	790002	Full Time	YES	YES
Public Works	Cemetery	Cemetery Superintendent	80 to 81	Cemetery Superintendent	420002	Full Time	NO	NO
Public Works	Building and Grounds	Senior Building & Grounds Technician	75 to 76	Senior Building & Grounds Technician	330008	Full Time	NO	NO
Public Works	Building and Grounds	Senior Building & Grounds Technician	75 to 76	Senior Building & Grounds Technician	330001	Full Time	NO	NO
Public Works		Fleet Maintenance Supervisor	77 to 79	Fleet Maintenance Supervisor - Heavy Equipment	140012	Full Time	NO	NO
Public Works		Senior Fleet Maintenance Mechanic	74 to 76	Senior Fleet Maintenance Mechanic - Heavy Equipment	140010	Full Time	NO	NO
Public Works		Senior Fleet Maintenance Mechanic	74 to 76	Senior Fleet Maintenance Mechanic - Heavy Equipment	140016	Full Time	NO	NO
Public Works		Senior Fleet Maintenance Mechanic	74 to 76	Senior Fleet Maintenance Mechanic - Heavy Equipment	140008	Full Time	NO	NO
Parks and Recreation		Park Technician	67 to 68	Park Technician	600008	Full Time	YES	YES
Parks and Recreation		Park Technician	67 to 68	Park Technician	600010	Full Time	YES	YES
Parks and Recreation		Park Technician	67 to 68	Park Technician	600029	Full Time	YES	YES
Parks and Recreation		Park Technician	67 to 68	Park Technician	600024	Full Time	YES	YES
Parks and Recreation		Park Technician (Turf)	67 to 68	Park Technician (Turf)	600025	Full Time	YES	YES
Parks and Recreation		Park Technician (Turf)	67 to 68	Park Technician (Turf)	600041	Full Time	YES	YES
Golf Course		Golf Director	85	General Manager - Goldsboro Golf Course and Event Center	716007	Full Time	YES	YES

New Position Request
 FY23-24 Manager's Recommended Budget

Department	Division (If applicable)	Name/Title of Immediate Supervisor	Request Type	Current Classification	Current to Proposed Classification Grade	Proposed Classification	Position Number	Status (FT, PT, PP)	Minimum of Salary Grade	HR RECOM MENDATION	CM Approval?
Human Resources		Bernadette Dove			85	Occupational Health Nurse	New	Full Time	\$93,600.00	YES	YES
Public Works - Building & Grounds	Building and Grounds	William Peter/ Superintendent	New Position	New Position	78	Building & Grounds Supervisor	New	Full Time	\$51,601.08	YES	NO
Engineering		Jonathan Perry / Project Manager	New Position	New Position	75	Construction Inspector	New	Full Time	\$44,574.96	NO	NO
Engineering		Bobby Croom	New Position	New Position	73	Administrative Assistant III	New	Full Time	\$40,430.80	YES	YES
Information Technology		Scott Williams/IT Director	New Position	New Position	84	Cyber Security/Server Administrator	New	Full Time	\$69,150.39	NO	No
Information Technology		Scott Williams/IT Director	New Position	New Position	84	Database Administrator	New	Full Time	\$69,150.39	NO	No
Information Technology		Scott Williams/IT Director	New Position	New Position	82	IT Project Manager	New	Full Time	\$62,721.44	NO	No
Paramount	Technical	Adam Twiss	New Position	New Position	77	Technical Director	New	Full Time	\$49,143.89	YES	YES
Parks and Recreation		Jeff Mazingo/Parks Maintenance Crew Supervisor	New Position	New Position	67 to 68	Park Technician	New	Full Time	\$31,678.59	NO	NO
Parks and Recreation		Jeff Mazingo/Parks Maintenance Crew Supervisor	New Position	New Position	67 to 68	Park Technician	New	Full Time	\$31,678.59	NO	NO
Golf Course		Mark Posey/Golf Course Superintendent	New Position	New Position	68	Golf Course Maintenance Technician	New	Full Time	\$31,678.59	NO	YES
Planning		Austin Brinkley	New Position	New Position	76	Planner I	New	Full Time	\$46,803.71	YES	NO
Code Enforcement		Donald Summerlin	New Position	New Position	71	Environmental Codes Inspector	New	Full Time	\$36,671.93	NO	NO
Paramount		Adam Twiss	New Position	Patron and Administrative Services Assistant	62 to 72	Administrative Assistant I	New	Full Time	\$38,505.53	YES	NO
						Total			\$697,389.89		

City of Goldsboro
FY2023-24 Staffing and Position History Report

POSITIONS BY FUND/DEPARTMENT	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions	FY22-23 Frozen	Request to Unfreeze	New Requests	Recommended
GENERAL FUND									
<i>Mayor & Council-Elected</i>	7	7	7	7	7				
City Manager	6	6	6	6	6				
Human Resources	5	5	5	5	6			1	1
Community Relations & Development	3	3	3	3	3				
Paramount	2	2	2	2	3			2	1
Goldsboro Event Center	1	1	1	1	1				
Inspections	8	7	7	7	7				
Downtown Development Corporation	3	3	3	3	3				
Information Technology	8	8	12.2	12.2	12.2			3	0
Public Works Administration	3	3	3	3	4			1	0
Garage	11	12	12	12	12				
Building & Grounds	10	10	9	9	9			1	0
Cemetery	5	5	5	5	5			1	0
Finance	14	15	19	19	19				
Planning	9	10	10	9	9	1	1	2	
Street Maintenance	12.5	12.5	12.5	12.5	12.5	1			
Solid Waste	35	35	35	35	34			-1	0
Engineering	10	10	11	12	13			2	1
Fire	84	84	84	84	84	3	3		
Police	121	121	120	120	120	20	5		
Parks & Recreation	36.75	37	37	36	36			2	0
Golf Course	2.25	2	3	3	4			1	1
General Fund Total	396.5	398.5	406.7	405.7	409.7	25	9	15	4

City of Goldsboro
FY2023-24 Staffing and Position History Report

POSITIONS BY FUND/DEPARTMENT	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions	FY22-23 Frozen	Request to Unfreeze	New Requests	Recommended
STORMWATER FUND									
Stormwater	10.5	11.5	11.9	11.9	11.9				
Stormwater Fund	10.5	11.5	11.9	11.9	11.9				
UTILITY FUND									
Meter & Utility Billing	0	6	6	6	6				
Distributions & Collections	28	24	24.4	24.4	24.4				
Water Treatment Plant	11	12	12	12	12				
Water Reclamation Facility	20	20	20	21	21				
Compost	5	5	5	5	5				
Utility Fund Total	64	67	67.4	68.4	68.4				
Occupancy Tax Fund									
Travel & Tourism	3	3	3	3	3				
Occupancy Tax Fund Total	3	3	3	3	3				
TOTAL AUTHORIZED FTE ALL FUNDS	474	480	489	489	493				
TOTAL PPT ALL FUNDS	1	1	17	17	15				

City of Goldsboro
FY2023-24 Staffing and Position History Report

Mayor & Council		FY19-20 Elected Positions	FY20-21 Elected Positions	FY21-22 Elected Positions	FY22-23 Elected Positions	FY23-24 Elected Positions
	Salary Grade					
<i>(General Fund)</i>						
Mayor		1	1	1	1	1
Council Members		6	6	6	6	6
Mayor & Counsel FTE Total		7	7	7	7	7
Mayor & Counsel PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

City Manager		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
City Manager		1	1	1	1	1
Assistant City Manager	90	1	1	1	1	1
Assistant to the City Manager	81	1	1	1	1	1
Public Information Officer	81	1	1	1	1	1
City Clerk	78	1	1	1	1	1
Deputy City Clerk	74	1	1	1	1	1
City Manager FTE Total		6	6	6	6	6
City Manager PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Human Resources		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Human Resources Director	88	1	1	1	1	1
Occupational Health Nurse*	85	0	0	0	0	1
Senior Human Resources Consultant	80	1	1	1	1	1
Safety Coordinator	78	1	1	1	1	1
Human Resources Consultant	78	1	1	1	1	1
Human Resources Technician	74	1	1	1	1	1
Human Resources FTE Total		5	5	5	5	6
Human Resources PPT Total		0	0	0	0	0

**New Position Added FY24*

City of Goldsboro
FY2023-24 Staffing and Position History Report

Community Relations & Development		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Community Relations Director	85	1	1	1	1	1
Sr Community Development & Relations Spec	76	1	1	1	1	1
Community Development & Relations Spec	73	1	1	1	1	1
Community Relations FTE Total		3	3	3	3	3
Community Relations PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Paramount		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Director of Paramount Theater	85	1	1	1	1	1
Technical Director*	77	0	0	0	0	1
Theater Service Manager	75	1	1	1	1	1
Paramount FTE Total		2	2	2	2	3
Paramount PPT Total		0	3	3	3	3

**New Position Added FY24*

City of Goldsboro
FY2023-24 Staffing and Position History Report

Goldsboro Event Center		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Event Center Manager	74	1	1	1	1	1
Goldsboro Event Center FTE Total		1	1	1	1	1
Goldsboro Event Center PPT Total		0	1	1	1	1

City of Goldsboro
FY2023-24 Staffing and Position History Report

Inspections		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Building Code Administrator	85	1	1	1	1	1
Plans Examiner	76	1	1	1	1	1
Master Building Inspector	76	1	1	1	0	0
Building Inspector	74	2	2	2	3	3
Administrative Assistant III	73	0	0	0	1	1
Administrative Assistant II	72	1	1	1	0	0
Minimum Housing Inspector	71	1	0	0	0	0
Permit Technician	69	1	1	1	1	1
Inspections FTE Total		8	7	7	7	7
Inspections PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Downtown Development		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Downtown Development Director	85	1	1	1	1	1
Business & Property Development Specialist	77	1	1	1	1	1
Marketing & Administrative Assistant	70	1	1	1	1	1
Downtown Development FTE Total		3	3	3	3	3
Downtown Development PPT Total		0	1	1	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Information Technology	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Information Technology Director	88	1	1	1	1	1
Assistant Information Technology Director	85	1	1	1	1	1
Programmer Analyst	84	1	1	1	1	1
Cybersecurity Network Engineer	84	1	1	1	1	1
Computer Systems Administrator II	82	1	2	2	2	2
Computer Systems Administrator II (Cityworks)	82	0	0	0.2	0.2	0.2
Server/Database Administrator	80	0	0	0	0	0
Computer Systems Administrator I	79	2	2	4	4	4
Computer Systems Administrator I-Public Safety	79	0	0	1	1	1
Web Developer/Computer Systems Administrator	78	0	0	0	0	0
Administrative Assistant III	73	0	0	1	1	1
Help Desk/Administrative Support Technician	73	1	0	0	0	0
Information Technology FTE Total		8	8	12.2	12.2	12.2
Information Technology PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Administration		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Public Works Director	89	1	1	1	1	1
Public Works Deputy Director	85	1	1	1	1	1
Executive Assistant*	75	0	0	0	0	1
Administrative Assistant II	72	1	1	1	1	1
Public Works-Administration FTE Total		3	3	3	3	4
Public Works-Administration PPT Total		0	0	0	0	0

**Moved from Solid Waste to Public Works Administration FY24*

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Garage		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Fleet Maintenance Superintendent	82	1	1	1	1	1
Fleet Maintenance Supervisor	77	2	2	2	2	2
Senior Fleet Mechanic	74	6	7	7	7	7
Welder	73	1	1	1	1	1
Inventory Specialist	71	1	1	1	1	1
Public Works-Garage FTE Total		11	12	12	12	12
Public Works-Garage PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Building & Grounds		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Buildings and Grounds Maintenance Superintendent	83	1	1	1	1	1
Senior Building Maintenance Technician	75	2	2	2	2	2
Building Maintenance Technician	74	2	2	2	2	2
Senior Sign Technician	73	1	1	0	0	0
Grounds Maintenance Equipment Operator	70	2	2	2	2	2
Grounds Maintenance Technician	68	2	2	2	2	2
Public Works-Building & Grounds FTE Total		10	10	9	9	9
Public Works-Building & Grounds PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Cemetery		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Cemetery Superintendent	80	1	1	1	1	1
Cemetery Supervisor	73	1	1	1	1	1
Equipment Operator (Cemetery)	70	1	1	1	1	1
Cemetery Maintenance Technician	68	2	2	2	2	2
Public Works-Cemetery FTE Total		5	5	5	5	5
Public Works-Cemetery PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Finance	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Finance Director	89	1	1	1	1	1
Assistant Finance Director	82	1	1	1	1	1
Accountant	79	1	1	1	1	1
Customer Service Manager	79	1	1	1	1	1
Insurance Claims, Billing & Collections Manager	78	1	1	1	1	1
Customer Service Supervisor	76	1	1	1	1	1
Senior Accounting Specialist	76	1	1	1	1	1
Executive Assistant	75	1	1	1	1	1
Payroll Supervisor	75	0	0	1	1	1
Accounts Payable Supervisor	74	0	0	1	1	1
Administrative Assistant III	73	0	0	0	0	0
Payroll Technician	73	1	1	1	1	1
AR Technician	72	1	1	1	1	1
AP Technician	72	0	0	1	1	1
Billing Technician	71	1	1	1	1	1
Customer Service Representative	68	3	3	3	3	3
Office Assistant	68	0	1	2	2	2
Finance FTE Total		14	15	19	19	19
Finance PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Planning		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Planning Director	86	1	1	1	1	1
Assistant Planning Director	81	1	1	1	1	1
Code Enforcement Administrator	77	1	1	1	1	1
Planner I	76	1	1	1	1	1
Senior Planning Technician	76	1	0	0	0	0
GIS Specialist	75	1	1	1	0	0
Executive Assistant	75	1	1	1	0	0
Administrative Assistant III	73	0	0	0	1	1
Environmental Codes Inspector*	71	2	3	3	3	3
Minimum Housing Inspector	71	0	1	0	0	0
Administrative Assistant I	70	0	0	1	1	1
Planning FTE Total		9	10	10	9	9
Planning PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Street Maintenance	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Streets & Storms Superintendent	82	0.5	0.5	0.5	0.5	0.5
Street Maintenance Supervisor	78	1	1	1	1	1
Street Maintenance Senior Heavy Equipment Operator	74	1	1	1	1	1
Street Maintenance/Mason Craftsman	72	1	0	0	0	0
Street Maintenance Heavy Equipment Operator	72	1	2	2	2	2
Utility Maintenance Mechanic	71	1	1	1	1	1
Street Maintenance Equipment Operator	70	5	5	5	5	5
Street Maintenance Technician	68	2	2	2	2	2
Public Works-Street Maintenance FTE Total		12.5	12.5	12.5	12.5	12.5
Public Works-Street Maintenance PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Solid Waste	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Solid Waste Superintendent	82	1	1	1	1	1
Solid Waste Supervisor	76	1	1	1	1	1
Solid Waste Supervisor-Commercial Operations	76	1	1	1	1	1
Yard & Bulk Waste Supervisor	76	1	1	1	1	1
Executive Assistant*	75	1	1	1	1	0
Solid Waste Senior Heavy Equipment Operator	74	4	3	4	4	4
Solid Waste Heavy Equipment Operator	72	6	7	6	6	8
Solid Waste Equipment Operator	70	9	9	9	9	7
Solid Waste Technician	66	11	11	11	11	11
Public Works-Solid Waste FTE Total		35	35	35	35	34
Public Works-Solid Waste PPT Total		0	0	0	0	0

**Moved from Solid Waste to PW-Administration*

City of Goldsboro
FY2023-24 Staffing and Position History Report

Engineering		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Engineering Director	88	1	1	1	1	1
Civil Engineer	85	1	1	1	1	1
Traffic Engineer	84	1	1	1	1	1
GIS Manager	82	0	0	0	1	1
City Surveyor	81	0	0	1	1	1
Engineering Project Manager	80	0	1	1	1	1
Traffic Supervisor	78	1	1	1	1	1
Engineering Technician	76	1	1	0	0	0
Traffic Signal Technician II	75	1	1	1	2	1
Construction Inspector	75	2	1	1	1	1
Survey Technician	73	1	1	1	1	1
Traffic Sign Technician II	73	0	0	1	0	1
Property Technician	73	1	1	1	1	1
Administrative Assistant III*	73	0	0	0	0	1
Engineering FTE Total		10	10	11	12	13
Engineering PPT Total		0	0	0	0	0

**New Position Added FY24*

City of Goldsboro
FY2023-24 Staffing and Position History Report

Fire Department	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Fire Chief	89	1	1	1	1	1
Deputy Fire Chief	88	1	1	1	1	1
Assistant Fire Chief	85	4	4	3	2	2
Battalion Chief	81	1	2	3	4	4
Fire Marshall	80	0	0	0	0	0
Fire Captain	78	17	14	12	20	20
Fire Lieutenant	76	4	6	8	0	0
Executive Assistant	75	1	1	1	1	1
Fire Engineer	74	18	18	18	18	18
Administrative Assistant III	73	0	0	0	0	0
Fire Fighter	71	24	27	31	30	28
Senior Fire Fighter	71	12	9	5	6	5
Fire Fighter Trainee	70	0	0	0	0	3
Administrative Assistant	68	1	1	1	1	1
Fire Department FTE Total		84	84	84	84	84
Fire Department PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Police Department	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Police Chief	89	1	1	1	1	1
Police Major	85	3	3	3	3	3
Accreditation and Planning Manager	85	1	1	1	1	1
Police Captain	80	8	8	8	8	8
Police Sergeant	77	11	11	11	11	11
Assistant Training Specialist	76	1	1	1	1	1
Narcotics Investigator (Corporal)	76	1	0	0	0	0
Police Corporal	76	12	11	11	11	11
Police Investigator	76	11	11	11	11	11
Executive Assistant	75	1	1	1	1	1
Senior Maintenance Technician	74	1	1	1	1	1
Crime Analyst	74	1	1	1	1	1
Administrative Assistant III	73	0	0	1	1	1
Crime Scene Specialist	73	0	2	2	2	2
Police Officer II	73	0	0	3	6	0
Police Officer	73	62	61	55	53	56
Administrative Assistant II	72	2	2	1	1	1
Police Officer Trainee	72	0	1	3	1	4
Animal Control Officer	71	1	1	1	1	1
Police Equipment Maintenance Coordinator	70	1	1	1	1	1
Police Records Technician II	70	0	0	1	1	1
Police Records Technician	69	3	3	2	2	2
Senior Police Officer	73	0	0	0	1	1
Police Department FTE Total		121	121	120	120	120
Police Department PPT Total		0	1	1	1	1
Sworn Positions		110	110	110	110	85
Non-Sworn Positions		11	11	11	11	15

City of Goldsboro
FY2023-24 Staffing and Position History Report

Parks & Recreation		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(General Fund)</i>						
Parks & Recreation Director	88	1	1	1	1	1
Assistant Parks & Recreation Director	85	1	1	1	1	1
Park Superintendent	84	1	1	1	1	1
Recreation Superintendent	82	1	1	1	0	0
Recreation Superintendent-Adaptive	82	1	1	1	1	1
Sports Turf Superintendent	82	0	1	1	1	1
Golf Course Superintendent	81	0.5	0	0	0	0
Special Populations Program Supervisor I	79	1	1	1	1	1
Marketing & Special Events Supervisor	77	1	1	1	1	1
Assistant Superintendent-Sports Turf	75	1	1	1	1	1
Athletics Supervisor	75	1	1	1	1	1
Custodian Crew Supervisor	75	1	1	1	1	1
Park Maintenance Crew Supervisor	75	2	2	2	2	2
Assistant Golf Course Director	74	0.25	0	0	0	0
Administrative Assistant III	73	1	1	1	1	1
Golf and Sports Turf Mechanic	73	1	1	1	1	1
Multi-Sports Complex Manager	73	1	1	1	1	1
Recreation Coordinator (Athletics)	73	0	0	0	0	1
Recreation Center Leader	73	2	2	2	2	1
Administrative Assistant II	72	0	0	0	0	0
Heavy Equipment Operator	72	1	1	1	1	1
Marketing, Special Events & Revenue Facilities	72	0	0	0	0	0
Senior Park Technician	71	4	4	4	4	4
Senior Recreation Center Assistant	71	1	1	1	1	1
Marketing & Special Events Assistant	70	1	1	1	1	1
Recreation Center Assistant	70	2	2	2	2	2
Maintenance Technician	67	0	0	0	0	0
Park Technician	67	7	7	7	7	7
Custodian	64	3	3	3	3	3
Parks & Recreation FTE Total		36.75	37	37	36	36
Parks & Recreation PPT Total		1	6	6	6	6

City of Goldsboro
FY2023-24 Staffing and Position History Report

Golf Course	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(General Fund)</i>						
Golf Director	85	1	1	1	1	1
Golf Course Superintendent	76	0.5	1	1	1	1
Assistant Golf Course Superintendent	75	0.75	0	0	0	0
Assistant Golf Professional	74	0	0	0	0	1
Heavy Equipment Operator	71	0	0	0	0	0
Clubhouse Manager	71	0	0	1	1	0
Maintenance Technician*	67	0	0	0	0	1
Golf Course FTE Total		2.25	2	3	3	4
Golf Course PPT Total		0	4	4	2	2

**New Position Added FY24*

City of Goldsboro
FY2023-24 Staffing and Position History Report

Stormwater	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(Stormwater Fund)</i>						
Streets & Storms Superintendent	82	0.5	0.5	0.5	0.5	0.5
Computer Systems Admin II (Cityworks)	82	0	0	0.4	0.4	0.4
Stormwater Maintenance Supervisor	78	1	1	1	1	1
SW Maintenance Sr Heavy Equipment Op	74	1	1	1	1	1
SW Maintenance Heavy Equipment Operator	72	3	3	3	3	3
Stormwater Maintenance Equipment Operator	70	4	4	4	4	4
Stormwater Maintenance Technician	68	1	2	2	2	2
Stormwater FTE Total		10.5	11.5	11.9	11.9	11.9
Stormwater PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Billing & Meter Services		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(Utility Fund)</i>						
Procurement Manager	81	0	1	1	1	1
Procurement Specialist	74	0	1	1	1	1
Meter Readers	69	0	4	4	4	4
Billing & Meter Services FTE Total		0	6	6	6	6
Billing & Meter Services PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Works-Distribution & Collections	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(Utility Fund)</i>						
Distribution & Collections System Superintendent	83	1	1	1	1	1
Computer Systems Administrator II (Cityworks)	82	0	0	0.4	0.4	0.4
Distribution Operations Manager	80	1	1	1	1	1
Collections Operations Manager	80	1	1	1	1	1
Collections Supervisor	78	1	1	0	0	0
Preventative Maintenance Supervisor	76	1	1	1	1	1
Senior Heavy Equipment Operator	74	0	0	3	3	3
Procurement Specialist**	73	1	1	1	0	0
Administrative Assistant III	73	0	0	0	1	1
Systems Integrity Operator	73	1	1	1	1	1
Systems Integrity Technician***	72	3	3	3	2	2
Cross Connection Control Specialist	72	0	0	0	1	1
Utility System Operator	72	4	5	2	2	2
Utility Maintenance Mechanic	71	7	8	8	8	8
Meter Reader	68	6	0	0	0	0
Utility Maintenance Technician	68	1	1	2	2	2
Distribution & Collections FTE Total		28	24	24.4	24.4	24.4
Distribution & Collections PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Utilities-Water Treatment		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(Utility Fund)</i>						
Plant Superintendent	85	1	1	1	1	1
Laboratory Supervisor	80	1	1	1	1	1
Chief Treatment Plant Operator	78	1	1	1	1	1
Operator IV-WTP	74	3	3	2	3	2
Plant Maintenance Mechanic/Operator IV-WTP	74	1	1	1	0	0
Operator III-WTP	73	0	1	0	2	2
Operator II-WTP	72	1	0	1	0	1
Operator I-WTP	70	2	2	4	3	3
Water Treatment Plant Specialist	68	1	1	1	1	1
Public Utilities-Water Treatment FTE Total		11	11	12	12	12
Water Treatment PPT Total		0	0	1	1	1

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Utilities-Water Reclamation	Salary Grade	FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
<i>(Utility Fund)</i>						
Public Utilities Director	89	1	1	1	1	1
Plant Superintendent	85	1	1	1	1	1
Deputy Public Works Director-Utilities	84	0	0	0	1	1
Laboratory Supervisor	81	1	1	1	1	1
Chief Treatment Plant Operator	78	1	1	1	1	1
Senior Plant Maintenance Mechanic	76	1	1	1	1	1
Executive Assistant	75	1	1	1	1	1
GIS/GPS Analyst	74	1	1	1	1	1
Operator IV-WRF	74	3	3	2	2	1
Pre-treatment Program Coordinator	74	1	1	1	1	1
Operator III-WRF	73	0	0	1	1	1
Maintenance Mechanic/Operator II-WRF	72	1	1	0	0	0
Operator II-WRF	72	0	2	0	0	0
Laboratory Technician	71	2	2	2	2	2
Operator I-WRF	70	5	3	6	7	8
Biosolid Operator/Driver	70	1	1	1	0	0
Public Utilities-Water Reclamation FTE Total		20	20	20	21	21
Water Reclamation PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Public Utilities-Compost		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(Utility Fund)</i>						
Compost Plant Superintendent	83	1	1	1	1	1
Plant Maintenance Mechanic/Operator	72	1	1	1	1	1
Compost Plant Operator	69	3	3	3	3	3
Public Utilities-Compost FTE Total		5	5	5	5	5
Compost PPT Total		0	0	0	0	0

City of Goldsboro
FY2023-24 Staffing and Position History Report

Travel & Tourism		FY19-20 Authorized Positions	FY20-21 Authorized Positions	FY21-22 Authorized Positions	FY22-23 Authorized Positions	FY23-24 Recommended Positions
	Salary Grade					
<i>(Occupancy Tax Fund)</i>						
Travel & Tourism Director	85	1	1	1	1	1
Communications & Creative Services Manager	73	1	1	1	1	1
Administrative Assistant II	72	1	1	1	1	1
Travel & Tourism FTE Total		3	3	3	3	3
Travel & Tourism PPT Total		0	0	0	0	0

General Fund Appropriated Fund Balance

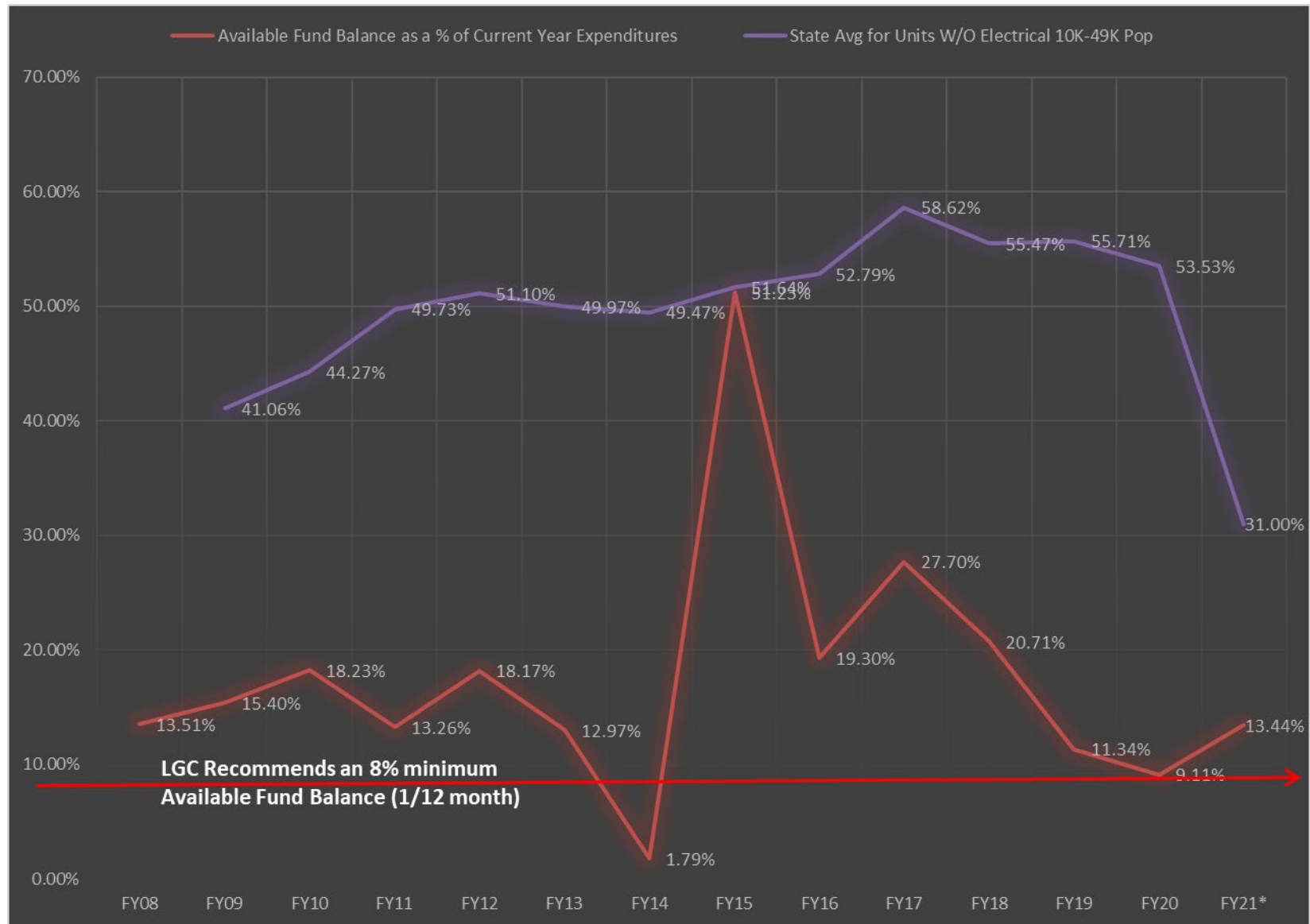
DESCRIPTION: The FY23-24 proposed budget proposes an appropriation of fund balance for the General Fund in the amount of \$1.5M. According to the North Carolina Local Government Commission, a local government entering a fiscal year with less than 8% available fund balance will not have sufficient resources to meet its obligations. The following table shows the available fund balance from FY08 to FY21.

Sales tax has continued to grow at a modest pace for Wayne County and Goldsboro, and as such the Manager has recommended a 5% increase in sales tax revenue. Utility franchise tax has been a difficult number to predict, and there is 0% growth expected for FY23 and a 15% decrease expected in FY24. There is anticipated borrowing of \$1.78M in the General Fund for rolling stock and IT equipment. Inflation estimates range from 2% to 6% with the Federal Reserve's goal to be 2% in December. Departments were asked to budget conservatively, however the impacts of inflation and personnel cost pressures resulted in personnel costs and operating expenses increasing approximately 3% over the prior fiscal year. In order to balance the General Fund budget, \$1.5M from appropriated fund balance is recommended which represents a portion of the ARPA salaries and benefits that were fully recaptured in FY23. For the new fiscal year, spending freezes on operating and capital will remain in effect at least until January, when we can then gauge the revenue inflow. A trend analysis of Available Fund Balance as defined by the LGC is presented.

Fiscal Year	Available Fund	
	Balance as a % of Current Year Expenditures	State Avg for Units W/O Electrical 10K- 49K Pop
FY08	13.51%	
FY09	15.40%	41.06%
FY10	18.23%	44.27%
FY11	13.26%	49.73%
FY12	18.17%	51.10%
FY13	12.97%	49.97%
FY14	1.79%	49.47%
FY15	51.23%	51.64%
FY16	19.30%	52.79%
FY17	27.70%	58.62%
FY18	20.71%	55.47%
FY19	11.34%	55.71%
FY20	9.11%	53.53%
FY21*	13.44%	31.00%
FY22 ESTIM*	?	31.00%
FY23 ESTIM*	?	31.00%

Available fund balance as defined by N.C. G.S. §159-8(a) sum cash and investments minus the sum of liabilities, encumbrances, and deferred revenues arising from cash receipts, as those figures stand at the close of the fiscal year next preceding the budget year.

LGC Available Fund Balance General Fund FY08-FY21



Fund Balances Defined

Governmental fund types classify fund balances as follows:

Nonspendable fund balance – This classification includes amounts that cannot be spent because they are either (1) not in spendable form or (b) legally or contractually required to be maintained intact. Example, inventory and prepaid expenses.

Restricted fund balance – This classification includes amounts that are restricted to specific purposes externally imposed by creditors or imposed by law. Calculation includes Restricted for stabilization by state statute, public safety for restricted grants and donations, cemetery maintenance, other fund balances restricted by the nature of the special revenue and capital project funds.

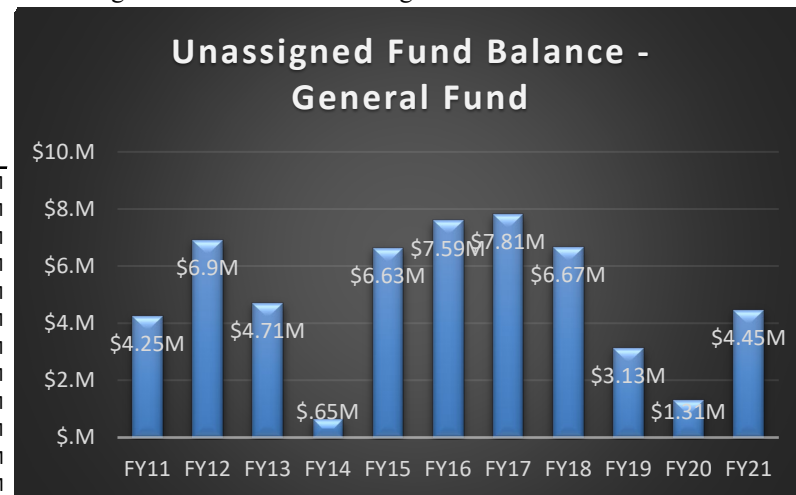
Committed fund balance – A portion of fund balance that can only be used for specific purposes pursuant to constraints imposed by the most binding formal action (for example, legislation, resolution, ordinance) of the majority vote by quorum of the City of Goldsboro's governing body (highest level of decision-making authority). The governing body can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation. Example, fund balance committed for repairs resulting from Hurricane Florence, or fund balances designated by the Board for specific uses in line with the nature of the related revenue sources.

Assigned fund balance – the portion of fund balance the City intends to use for specific purposes as designated by the governing body. Example, subsequent year's expenditures the portion of fund balance appropriated in the next year's budget that is not already classified in restricted or committed.

Unassigned fund balance – the portion of fund balance that has not been restricted, committed, or assigned to specific purposes or other funds. The City has adopted a minimum fund balance policy for the general fund which instructs management to conduct the business of the City in such a manner that available fund balance will target at the close of each fiscal year equal to 15% of the general fund operating budget; at no time shall the available fund balance fall below 10% of the general fund operating budget.

Below is an analysis of the various types of fund balances in the General Fund and a chart showing historical trend of Unassigned fund balance.

FY	Unassigned	Assigned	Nonspendable	Restricted	Committed	Total
FY10						\$.M
FY11	\$4.25M	\$.M	\$.19M	\$4.24M	\$.M	\$8.67M
FY12	\$6.9M	\$.07M	\$.26M	\$2.35M	\$.M	\$9.58M
FY13	\$4.71M	\$.M	\$.21M	\$3.15M	\$.M	\$8.08M
FY14	\$.65M	\$.M	\$.34M	\$4.57M	\$.M	\$5.56M
FY15	\$6.63M	\$.M	\$.65M	\$8.95M	\$.M	\$16.23M
FY16	\$7.59M	\$.M	\$.59M	\$2.81M	\$.M	\$10.99M
FY17	\$7.81M	\$.M	\$.56M	\$5.27M	\$.M	\$13.65M
FY18	\$6.67M	\$.M	\$.61M	\$.5M	\$.M	\$12.27M
FY19	\$3.13M	\$.78M	\$.19M	\$6.31M	\$.37M	\$10.79M
FY20	\$1.31M	\$.01M	\$.26M	\$5.36M	\$2.15M	\$9.08M
FY21	\$4.45M	\$.M	\$.26M	\$5.61M	\$.29M	\$10.61M



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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday



FY2023-2024 Manager's Recommended Budget

May 15, 2023

General Fund Revenues

<div> <div> FIGURE SHEET Fund: Dept #: Division: </div> <div> Fiscal Year FY23-24 11-General Fund Revenues Revenues </div> <div> Finance Revenues </div> <div> Dept. Head Catherine Gwynn ~ = Division by Zero * = Change < \$5,000 Purple Cell-Finance Input </div> </div>												
Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
8101	0001	General	0001	Current Tax Levy	\$ 15,565,546.76	\$ 15,680,435.00	\$ 15,680,435.00	\$ 15,643,698.00	\$ 15,638,427.00	-0.27%	\$ 16,698,475.00	6.49%
8102	0001	General	0001	Delinquent Taxes	\$ 227,792.57	\$ 200,000.00	\$ 200,000.00	\$ 179,840.00	\$ 180,000.00	-10.00%	\$ 180,000.00	-10.00%
8103	0001	General	0001	Current Vehicle Tax	\$ 1,784,707.33	\$ 1,686,232.00	\$ 1,686,232.00	\$ 1,720,065.00	\$ 1,700,000.00	0.82%	\$ 1,800,000.00	6.75%
8105	0001	General	0001	Delinquent Vehicle Tax	\$ 97.31	\$ 500.00	\$ 500.00	\$ 251.00	\$ 250.00	*	\$ 250.00	*
8106	0001	General	0001	Penalties & Interest	\$ 85,163.40	\$ 70,000.00	\$ 70,000.00	\$ 84,428.00	\$ 84,000.00	20.00%	\$ 84,000.00	20.00%
8106A	0001	General	0001	Penalties & Interest-NCVTS	\$ 17,225.24	\$ 15,000.00	\$ 15,000.00	\$ 15,985.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
8107	0001	General	0001	Vehicle Tax/Leases/Rentals	\$ 85,827.69	\$ 88,000.00	\$ 88,000.00	\$ 76,560.00	\$ 77,000.00	-12.50%	\$ 77,000.00	-12.50%
8108	0001	General	4134	Vehicle Tag Fee	\$ 242,910.00	\$ 249,000.00	\$ 249,000.00	\$ 249,000.00	\$ 249,000.00	0.00%	\$ 249,000.00	0.00%
Total-Tax Revenues-0001					\$ 18,009,270.30	\$ 17,989,167.00	\$ 17,989,167.00	\$ 17,969,827.00	\$ 17,943,677.00	-0.25%	\$ 19,103,725.00	6.20%
8110	0002	Inspections	1024	Privilege Licenses	\$ 3,480.00	\$ 3,000.00	\$ 3,000.00	\$ 3,335.00	\$ 3,300.00	*	\$ 3,300.00	*
8113	0002	Inspections	1024	Building Inspections & Permits	\$ 126,803.98	\$ 124,000.00	\$ 124,000.00	\$ 125,027.00	\$ 126,000.00	1.61%	\$ 126,000.00	1.61%
8114	0002	Inspections	1024	Plumbing, Gas & Electrical Insp	\$ 101,317.86	\$ 87,000.00	\$ 87,000.00	\$ 108,395.00	\$ 109,000.00	25.29%	\$ 109,000.00	25.29%
8115	0002	Inspections	1024	Peddlers Permits	\$ 245.00	\$ 200.00	\$ 200.00	\$ 195.00	\$ 200.00	*	\$ 200.00	*
8116	0002	Planning	3151	Sign Permits	\$ 3,955.27	\$ 5,000.00	\$ 5,000.00	\$ 4,454.00	\$ 4,500.00	*	\$ 4,500.00	*
8117	0002	Inspections	1024	Mechanical Permits	\$ 65,213.55	\$ 68,000.00	\$ 68,000.00	\$ 64,443.00	\$ 66,000.00	-2.94%	\$ 66,000.00	-2.94%
8119	0002	Planning	3151	Plan Review Fee	\$ 26,230.10	\$ 25,000.00	\$ 25,000.00	\$ 20,465.00	\$ 21,000.00	-16.00%	\$ 21,000.00	-16.00%
8121	0002	Inspections	1024	Technology Surcharge	\$ 44,370.41	\$ 43,000.00	\$ 43,000.00	\$ 44,220.00	\$ 45,000.00	4.65%	\$ 45,000.00	4.65%
8125	0002	Police	6121	Golf Cart Permit Fees (Police)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*
8239	0002	Fire	5120	Fire Inspections Permits	\$ 8,250.00	\$ 8,000.00	\$ 8,000.00	\$ 7,350.00	\$ 7,300.00	-8.75%	\$ 7,300.00	-8.75%
8249	0002	Inspections	1024	Business Reg. Fee	\$ 37,395.00	\$ 39,000.00	\$ 39,000.00	\$ 44,000.00	\$ 40,000.00	2.56%	\$ 40,000.00	2.56%
Total-Licenses & Permits-0002					\$ 417,336.17	\$ 402,275.00	\$ 402,275.00	\$ 421,934.00	\$ 422,350.00	4.99%	\$ 422,350.00	4.99%
53001	0003	Specific Alloc	0000	Federal Grants	\$ -	\$ 3,164,835.00	\$ 3,164,835.00	\$ -	\$ -	*	\$ -	*
53006	0003	Specific Alloc	0000	Federal Grants - SBA (ARP)	\$ 331,907.63		\$ -	\$ -	\$ -	*	\$ -	*
53007A	0003	Specific Alloc	0000	Federal Grants - UST ARPA	\$ -	\$ -	\$ (3,164,835.00)	\$ -	\$ -	*	\$ -	*
8130	0003	General	0001	Local Option Tax	\$ 11,312,743.69	\$ 11,373,488.00	\$ 11,373,488.00	\$ 11,170,552.00	\$ 11,505,669.00	1.16%	\$ 11,729,080.00	3.13%
8131	0003	General	0001	ABC Revenue	\$ 617,060.00	\$ 170,000.00	\$ 170,000.00	\$ 100,890.00	\$ 101,000.00	-40.59%	\$ 101,000.00	-40.59%
8132	0003	Police	6121	Beer & Wine Taxes	\$ 135,558.28	\$ 145,000.00	\$ 145,000.00	\$ 145,000.00	\$ 142,100.00	-2.00%	\$ 142,100.00	-2.00%
8134	0003	General	0001	Utility Franchise Tax	\$ 2,621,684.03	\$ 2,077,573.00	\$ 2,077,573.00	\$ 2,645,927.00	\$ 2,249,038.00	8.25%	\$ 2,249,038.00	8.25%
8135	0003	Streets	4134	Powell Bill	\$ 1,024,644.27	\$ 1,001,400.00	\$ 1,001,400.00	\$ 1,003,799.00	\$ 1,003,799.00	0.24%	\$ 1,003,799.00	0.24%
8149	0003	Police	6121	NC Controlled Substance Tax	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	*	\$ -	*
8150	0003	General	0001	Payment in Lieu of Taxes	\$ 77,545.39	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00	0.00%	\$ 108,000.00	0.00%
8173	0003	Planning	3151	Transportation Planning Grant	\$ 169,988.55	\$ 317,289.00	\$ 317,289.00	\$ 202,928.00	\$ 480,435.00	51.42%	\$ 480,435.00	51.42%
8175	0003	General	0001	Cable TV	\$ 203,608.60	\$ 190,000.00	\$ 190,000.00	\$ 193,429.00	\$ 187,626.00	-1.25%	\$ 187,626.00	-1.25%
8200	0003	Police	6121	SRO Reimbursement Contracts	\$ 42,475.00	\$ 34,376.00	\$ 34,376.00	\$ 33,842.00	\$ 34,000.00	-1.09%	\$ 34,000.00	-1.09%
8208	0003	IT	1114	GWTA IT Services & Spectrum Billing	\$ 204,187.75	\$ 220,000.00	\$ 220,000.00	\$ 14,393.00	\$ 14,393.00	-93.46%	\$ 14,393.00	-93.46%
8287	0003	Police	6121	Wayne Co Sch Reimb Resource Officer	\$ 36,947.79	\$ 37,000.00	\$ 37,000.00	\$ 36,948.00	\$ 36,948.00	-0.14%	\$ 36,948.00	-0.14%
8305	0003	Engineering	4172	NCDOT Grant Reimbursement	\$ -	\$ -	\$ 367,500.00	\$ -	\$ -	*	\$ -	*
8370	0003	Engineering	4172	NCDOT Reimb. Signals	\$ 156,464.63	\$ 150,000.00	\$ 150,000.00	\$ 154,206.00	\$ 150,000.00	0.00%	\$ 150,000.00	0.00%
8383	0003	Solid Waste	4143	Solid Waste Disposal Tax	\$ 25,753.12	\$ 21,320.00	\$ 21,320.00	\$ 27,298.00	\$ 27,844.00	30.60%	\$ 27,844.00	30.60%
8580	0003	Fire	5120	Cherry Hospital-Fire Reimbursement	\$ 56,608.00	\$ 59,000.00	\$ 59,000.00	\$ 56,600.00	\$ 56,600.00	-4.07%	\$ 56,600.00	-4.07%
8706	0003	General	0001	GWTA Rental	\$ 53,349.20	\$ 64,020.00	\$ 64,020.00	\$ 69,354.00	\$ 69,354.00	8.33%	\$ 69,354.00	8.33%
8922	0003	Agency	7310	State Grants-PEG Channel	\$ 25,808.06	\$ 26,000.00	\$ 26,000.00	\$ 25,200.00	\$ 25,200.00	-3.08%	\$ 25,200.00	-3.08%
8980	0003	Police	6121	Federal US Marshall OT Reimburse	\$ 8,008.39	\$ 6,400.00	\$ 6,400.00	\$ 5,133.00	\$ 5,100.00	-20.31%	\$ 5,100.00	-20.31%
Total-Revenue Other Agencies-0003					\$ 17,104,342.38	\$ 19,169,701.00	\$ 16,372,366.00	\$ 15,993,499.00	\$ 16,197,106.00	-15.51%	\$ 16,420,517.00	-14.34%
8156	0004	Inspections	1024	Special Test Permits	\$ 9,364.00	\$ 10,000.00	\$ 10,000.00	\$ 9,540.00	\$ 9,500.00	-5.00%	\$ 9,500.00	-5.00%

FY24 Budget 11-Revenues_2 (MGR02).xlsx - Revenue 5/9/2023 10:53 AM

BUDGET SHEET <div> Fiscal Year FY23-24 Fund: 11-General Fund Dept #: Revenues Finance Division: Revenues Revenues Dept. Head Catherine Gwynn ~ = Division by Zero * = Change < \$5,000 Purple Cell-Finance Input </div>												
Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
8267	0005	Specific Alloc	0000	Loan Proceeds	\$ 1,886,000.00	\$ 2,062,464.00	\$ 925,864.00	\$ 896,500.00	\$ -	*	\$ 1,788,184.00	-13.30%
8270	0005	Specific Alloc	0000	Loan Proceeds Installment Financing	\$ 1,382,980.76		\$ -	\$ -	\$ -	*	\$ -	*
8581	0005	General	0001	Equipment Sales	\$ 153,445.12	\$ 29,901.00	\$ 29,901.00	\$ 13,877.00	\$ -	*	\$ -	*
8582	0005	NonRecur CO	7315	Sale of Land	\$ 26,582.00		\$ -	\$ 18,440.00	\$ -	*	\$ -	*
8981	0005	NonRecur CO	7315	Land Lease Income (Farms)	\$ 23,061.82	\$ 23,062.00	\$ 23,062.00	\$ 19,316.00	\$ 19,316.00	-16.24%	\$ 19,316.00	-16.24%
				Total-Capital Returns-0005	\$ 3,485,677.42	\$ 2,126,427.00	\$ 989,827.00	\$ 1,333,997.00	\$ 269,316.00	-87.33%	\$ 2,057,500.00	-3.24%
56014	0006	General	0001	PCard Rebates	\$ 10,596.57	\$ 10,500.00	\$ 10,500.00	\$ 9,244.00	\$ 9,200.00	-12.38%	\$ 9,200.00	-12.38%
56211	0006	Planning	3151	Local Grants-US 70 Corridor Comm	\$ 1,314.42		\$ -	\$ -	\$ -	*	\$ -	*
8153	0006	General	0001	Insurance Proceeds	\$ 310,009.71		\$ -	\$ -	\$ -	*	\$ -	*
8190	0006	General	0001	Other Miscellaneous Revenue	\$ 135,806.75	\$ 100,000.00	\$ 100,000.00	\$ 30,000.00	\$ 30,000.00	-70.00%	\$ 30,000.00	-70.00%
8192	0006	Police	6121	Officers Fees	\$ 18,241.71	\$ 15,000.00	\$ 15,000.00	\$ 7,600.00	\$ 8,000.00	-46.67%	\$ 8,000.00	-46.67%
8221	0006	Community Rel	1017	Donations & Spons-M Youth Council	\$ 554.00		\$ -	\$ -	\$ -	*	\$ -	*
8293	0006	Police	6121	Parking Tickets	\$ 1,025.00	\$ 1,500.00	\$ 1,500.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
8298	0006	General	0001	Local Grants	\$ 5,250.00		\$ -	\$ -	\$ -	*	\$ -	*
8304	0006	General	0001	Forfeited Performance Bond Revenue	\$ 10,000.00		\$ -	\$ -	\$ -	*	\$ -	*
8593	0006	General	0001	Vending Machine Commission (Pepsi)	\$ 1,768.05	\$ 1,800.00	\$ 1,800.00	\$ 2,052.00	\$ 2,000.00	*	\$ 2,000.00	*
8595	0006	General	0001	Vending Machines Income	\$ 1,179.94	\$ 1,500.00	\$ 1,500.00	\$ 420.00	\$ 400.00	*	\$ 400.00	*
				Total-Miscellaneous Revenues-0006	\$ 495,746.15	\$ 130,300.00	\$ 130,300.00	\$ 49,416.00	\$ 49,700.00	-61.86%	\$ 49,700.00	-61.86%
58101	0007	General	0001	Shared Services - Utility (61)	\$ 3,097,595.00	\$ 3,201,081.00	\$ 3,201,081.00	\$ 3,201,081.00	\$ 3,560,881.00	11.24%	\$ 3,560,881.00	11.24%
58102	0007	General	0001	Shared Services - Stormwater (15)	\$ 110,245.00	\$ 127,915.00	\$ 127,915.00	\$ 127,915.00	\$ 129,533.00	1.26%	\$ 129,533.00	1.26%
				Total-Shared Services-0007	\$ 3,207,840.00	\$ 3,328,996.00	\$ 3,328,996.00	\$ 3,328,996.00	\$ 3,690,414.00	10.86%	\$ 3,690,414.00	10.86%
51004	0008	General	0001	Transfer from Special Revenue Fund				\$ -	\$ -	*	\$ -	*
				Total-Transfers In Revenue-0008	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8583	0009	Specific Alloc	0001	Fund Balance Withdrawal			\$ 1,194,863.21	\$ -	\$ -	*	\$ 1,500,000.00	~
				Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 1,194,863.21	\$ -	\$ -	*	\$ 1,500,000.00	~
				Total Revenues	\$ 48,282,925.63	\$ 49,265,445.00	\$ 46,526,373.21	\$ 45,027,187.00	\$ 44,683,485.00	-9.30%	\$ 49,355,128.00	0.18%

JUSTIFICATION SHEET		Fiscal Year FY23-24				Blue Font - Detail Schedule Requested				
Fund:		11-Genera Dept. Head-Catherine Gwynn				Green Cell - Department Input				
Dept #:		Finance - Revenues								
Division:		Revenues - Revenues								

Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
8101	0001	General	0001	Current Tax Levy	Tax	FY23 Tax Rate \$0.68/100; FY24 Tax Rate Dept Request \$0.68/100	\$ 15,680,435.00	\$ 15,643,698.00	\$ 15,638,427.00	\$ 16,698,475.00
8102	0001	General	0001	Delinquent Taxes	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 200,000.00	\$ 179,840.00	\$ 180,000.00	\$ 180,000.00
8103	0001	General	0001	Current Vehicle Tax	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 1,686,232.00	\$ 1,720,065.00	\$ 1,700,000.00	\$ 1,800,000.00
8105	0001	General	0001	Delinquent Vehicle Tax	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 500.00	\$ 251.00	\$ 250.00	\$ 250.00
8106	0001	General	0001	Penalties & Interest	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 70,000.00	\$ 84,428.00	\$ 84,000.00	\$ 84,000.00
8106A	0001	General	0001	Penalties & Interest-M	Tax	Based on trend FGITRND	\$ 15,000.00	\$ 15,985.00	\$ 15,000.00	\$ 15,000.00
8107	0001	General	0001	Vehicle Tax/Leases/R	Tax	Based on trend FGITRND	\$ 88,000.00	\$ 76,560.00	\$ 77,000.00	\$ 77,000.00
8108	0001	General	0001	Vehicle Tag Fee	Tax	\$10/VEHICLE @ 27,000 VEHICLES; Based on prior year actual collections @23,650 vehicles	\$ 249,000.00	\$ 249,000.00	\$ 249,000.00	\$ 249,000.00
				Total-Tax Revenues-C			\$17,989,167.00	\$17,969,827.00	\$17,943,677.00	\$19,103,725.00
8110	0002	Inspections	1024	Privilege Licenses	Insp	Generally ABC privilege licenses, rec'd in April when billed; trend FGITRND	\$ 3,000.00	\$ 3,335.00	\$ 3,300.00	\$ 3,300.00
8113	0002	Inspections	1024	Building Inspections &	Insp	Trend FGITRND	\$ 124,000.00	\$ 125,027.00	\$ 126,000.00	\$ 126,000.00
8114	0002	Inspections	1024	Plumbing, Gas & Elect	Insp	Trend FGITRND	\$ 87,000.00	\$ 108,395.00	\$ 109,000.00	\$ 109,000.00
8115	0002	Inspections	1024	Peddler's Permits	Insp	Trend FGITRND	\$ 200.00	\$ 195.00	\$ 200.00	\$ 200.00
8116	0002	Planning	3151	Sign Permits	Insp	Trend FGITRND	\$ 5,000.00	\$ 4,454.00	\$ 4,500.00	\$ 4,500.00
8117	0002	Inspections	1024	Mechanical Permits	Insp	Trend FGITRND	\$ 68,000.00	\$ 64,443.00	\$ 66,000.00	\$ 66,000.00
8119	0002	Planning	3151	Plan Review Fee	Insp	Trend FGITRND	\$ 25,000.00	\$ 20,465.00	\$ 21,000.00	\$ 21,000.00
8121	0002	Inspections	1024	Technology Surcharge	Insp	Trend FGITRND	\$ 43,000.00	\$ 44,220.00	\$ 45,000.00	\$ 45,000.00
8125	0002	Police	6121	Golf Cart Permit Fees	Insp	Trend FGITRND	\$ 75.00	\$ 50.00	\$ 50.00	\$ 50.00
8239	0002	Fire	5120	Fire Inspections Perm	PD	Trend FGITRND	\$ 8,000.00	\$ 7,350.00	\$ 7,300.00	\$ 7,300.00
8249	0002	Inspections	1024	Business Reg. Fee	Fire	Trend FGITRND	\$ 39,000.00	\$ 44,000.00	\$ 40,000.00	\$ 40,000.00
				Total-Licenses & Perr			\$ 402,275.00	\$ 421,934.00	\$ 422,350.00	\$ 422,350.00
53001	0003	Specific Alloc	0000	Federal Grants	Fed	ARPA - captured in Fund R1107	\$ 3,164,835.00	\$ -	\$ -	\$ -
53006	0003	Specific Alloc	0000	Federal Grants - SBA	Fed		\$ -	\$ -	\$ -	\$ -
53007A	0003	Specific Alloc	0000	Federal Grants - UST	Fed	ARPA - captured in Fund R1107	\$ -	\$ -	\$ -	\$ -
8130	0003	General	0001	Local Option Tax	State	Sales & Use Taxes FY23 estimated 5% Jun 30; FY24 Budget 3% increase	\$ 11,373,488.00	\$ 11,170,552.00	\$ 11,505,669.00	\$ 11,729,080.00
8131	0003	General	0001	ABC Revenue	Co	Wayne Co ABC Board distributions. Distributions are very erratic.	\$ 170,000.00	\$ 100,890.00	\$ 101,000.00	\$ 101,000.00
8132	0003	Police	6121	Beer & Wine Taxes	State	Alcoholic Beverages Tax shared revenue. Per NCLM memo 4.6% growth in FY23 estimated year end, and 2.1% growth in FY24 budget but actual -4% FY22. Use -2% FY24	\$ 145,000.00	\$ 145,000.00	\$ 142,100.00	\$ 142,100.00

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested
Fund:		11-Genera Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:		Finance - Revenues	
Division:		Revenues - Revenues	

Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
8134	0003	General	0001	Utility Franchise Tax	State	Combined Electricity Sales Tax, Local Video Programming Tax (minus PEG), Telecommunications Sales Tax, & Piped Natural Gas Sales Tax. 3% increase FY24 budget request	\$ 2,077,573.00	\$ 2,645,927.00	\$ 2,249,038.00	\$ 2,249,038.00
8135	0003	Streets	4134	Powell Bill	State	Forecast Powell Bill Revenue xlsx sheet. NCLM did not have the mileage rate or per capita rate in the FY24 memo; use same distribution as FY23. 162.61 miles @ \$1,675.48 and population 33,657 @ \$21.66/mile	\$ 1,001,400.00	\$ 1,003,799.00	\$ 1,003,799.00	\$ 1,003,799.00
8149	0003	Police	6121	NC Controlled Substa	State	North Carolina Unauthorized Substance Tax program G.S. 105-113.113. Tracked in Special Revenue Fund P3101-0003-8149.	\$ 4,000.00	\$ -	\$ -	\$ -
8150	0003	General	0001	Payment in Lieu of Ta	Ha	This is Goldsboro Housing Authority and Eastern Carolina Housing Authority. I have no agreements for either.	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00
8173	0003	Planning	3151	Transportation Planni	State	As per 11-3151-9934 request from Planning Dept. 90% FY23 estimate.; FY24 per Planning #9934 - Transportation Planning PWP Funds -\$322,705.23	\$ 317,289.00	\$ 202,928.00	\$ 480,435.00	\$ 480,435.0000
8175	0003	General	0001	Cable TV	State	SP&R Funds-Teir 1 5% Match. 95% Reimbursable-\$200,000	\$ 190,000.00	\$ 193,429.00	\$ 187,626.00	\$ 187,626.00
8200	0003	Police	6121	SRO Reimbursement	SRO	NCLM Projection -4.7% FY23 and -2.9% FY24 estimate	\$ 34,376.00	\$ 33,842.00	\$ 34,000.00	\$ 34,000.00
8208	0003	IT	1114	GWTA IT Services & S	GWTA	Reimbursement for for Police Officer per agreement. We are limited to the amount per month. FY23 ECHRA \$25,971.84; Dillard \$7,860	\$ 220,000.00	\$ 14,393.00	\$ 14,393.00	\$ 14,393.00
8287	0003	Police	6121	Wayne Co Sch Reimb	WCPS	GWTA - reimbursement for fuel, IT Services (\$1,100/mo), Spectrum internet billing (~\$97/mo). Move fuel reimbursement portion to 1115-4972B	\$ 37,000.00	\$ 36,948.00	\$ 36,948.00	\$ 36,948.00
8305	0003	Engineering	4172	NCDOT Grant Reimbu	State	Per MOU - 1 officer	\$ -	\$ -	\$ -	\$ -
8370	0003	Engineering	4172	NCDOT Reimb. Signal	State	FY23 NCDOT EB5707 Stoney Creek Greenway Ord 2022-51 \$367,500. None expected in FY24.	\$ 150,000.00	\$ 154,206.00	\$ 150,000.00	\$ 150,000.00
8383	0003	Solid Waste	4143	Solid Waste Dispos	State	Traffic signal reimbursement from NCDOT @ 87%	\$ 21,320.00	\$ 27,298.00	\$ 27,844.00	\$ 27,844.00
8580	0003	Fire	5120	Cherry Hospital-Fire R	State	State distributed revenue per capita basis. NCLM memo 6.9% increase FY23, and 2% increase for FY24 budget.	\$ 59,000.00	\$ 56,600.00	\$ 56,600.00	\$ 56,600.00
8706	0003	General	0001	GWTA Rental	GWTA	Local fire protection services for state-owned buildings, amount set by Commissioner of Insurance. FY23 estimate FY22 amount	\$ 64,020.00	\$ 69,354.00	\$ 69,354.00	\$ 69,354.00
8922	0003	Agency	7310	State Grants-PEG Cha	State	For the rental of the building that the City owns to GWTA. Urban \$3,038.00 + Rural \$2,296.92=\$5,334.92/month.	\$ 26,000.00	\$ 25,200.00	\$ 25,200.00	\$ 25,200.00
						Supplemental PEG channel support for cities that qualify. Per NCLM memo this is not expected to change materially in FY22. Amounts are paid over to Wayne County Public Schools who operate the PEG channel.				

JUSTIFICATION SHEET			Fiscal Year FY23-24			Blue Font - Detail Schedule Requested				
Fund:			11-Genera Dept. Head-Catherine Gwynn			Green Cell - Department Input				
Dept #:			Finance - Revenues							
Division:			Revenues - Revenues							

Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
8980	0003	Police	6121	Federal US Marshall C	Fed	Federal Marshall overtime reimbursement for police.	\$ 6,400.00	\$ 5,133.00	\$ 5,100.00	\$ 5,100.00
				Total-Revenue Other			\$19,169,701.00	\$15,993,499.00	\$16,197,106.00	\$16,420,517.00
8156	0004	Inspections	1024	Special Test Permits	FD	Trend FGITRND - Inspections	\$ 10,000.00	\$ 9,540.00	\$ 9,500.00	\$ 9,500.00
8158	0004	Fire	5120	False Alarms	FD	Trend FGITRND - Police & Fire	\$ 2,000.00	\$ 8,350.00	\$ 4,550.00	\$ 4,550.00
8174	0004	General	0001	General Fund-Miscell		Codes ADM, CLOT, DEMO, DIES, GAS, PK01 AND RPG; DIES and GAS are for GHA - move to 1115-4972C ~ \$44K	\$ 120,000.00	\$ 94,432.00	\$ 95,000.00	\$ 95,000.00
8177	0004	Parks Rec	7460	Tennis Instructions	PR	Estimated by department head	\$ 1,000.00	\$ -	\$ -	\$ -
8183	0004	General	0001	Insufficient Check Per	GAR	Estimated	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
8245	0004	Engineering	4172	Stormwater Manager	ENG	Trend FGITRND	\$ 10,000.00	\$ 14,133.00	\$ 14,000.00	\$ 14,000.00
8251	0004	Planning	3151	Planning & Zoning Fee	PLN	Trend FGITRND	\$ 40,000.00	\$ 49,876.00	\$ 50,000.00	\$ 50,000.00
8271	0004	Solid Waste	4143	Refuse Service	GAR	Rate increase FY23 - revenue for adopted was estimated by Isley. Looked at actual billings for FY23 thru March	\$ 4,032,800.00	\$ 3,866,900.00	\$ 3,900,000.00	\$ 3,900,000.00
8271A	0004	Solid Waste	4143	Recycling Surcharge	GAR	No change \$1/residential customer	\$ 112,000.00	\$ 137,936.00	\$ 137,900.00	\$ 137,900.00
8272	0004	Cemetery	1142	Cemetery Services	CEM	Trend FGITRND	\$ 45,000.00	\$ 46,200.00	\$ 45,000.00	\$ 45,000.00
8274	0004	Solid Waste	4143	Trash Penalties	GAR	Estimated	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
8283	0004	Solid Waste	4143	SJAFB Commercial Re	GAR	Estimated by department head	\$ 311,329.00	\$ 311,329.00	\$ 303,922.00	\$ 303,922.00
8368	0004	Solid Waste	4143	Sale Of Recyclable Ma	GAR	Estimated	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
8371	0004	Parks Rec	7460	Swimming Pools	PR	Estimated by department head	\$ 12,000.00	\$ 9,280.00	\$ 12,000.00	\$ 12,000.00
8386	0004	Parks Rec	7460	Food & Beverage Sale	PR	Estimated by department head	\$ 20,000.00	\$ 17,902.00	\$ 20,000.00	\$ 20,000.00
8387	0004	Parks Rec	7460	Merchandise Sales-Pa	PR	Estimated by department head	\$ 800.00	\$ 822.00	\$ 1,000.00	\$ 1,000.00
8388	0004	Golf	7461	Golf-Tournament Rev	GLF	Estimated by department head	\$ 29,000.00	\$ 26,472.00	\$ 26,000.00	\$ 26,000.00
8389	0004	DGDC	1025	HUB Rental Fees	DD	Estimated based on trend	\$ -	\$ 3,225.00	\$ 3,500.00	\$ 3,500.00
8801	0004	GEC	1020	GEC-Building Rental	GEC	Estimated by department head	\$ 44,000.00	\$ 104,086.00	\$ 110,000.00	\$ 110,000.00
8802	0004	GEC	1020	GEC-Amenities Renta	GEC	Estimated by department head	\$ 4,000.00	\$ 3,924.00	\$ 11,000.00	\$ 11,000.00
8803	0004	GEC	1020	GEC-Income from Dep	GEC	Estimated by department head	\$ 1,500.00	\$ 475.00	\$ 1,500.00	\$ 1,500.00
8821	0004	GEC	1020	GEC-Food & Beverage	GEC	Estimated by department head	\$ 100.00	\$ 719.00	\$ 1,200.00	\$ 1,200.00
8822	0004	GEC	1020	GEC-Alcohol Sales	GEC	Estimated by department head	\$ 18,000.00	\$ 19,141.00	\$ 25,000.00	\$ 25,000.00
8840	0004	Paramount	1018	PARAMOUNT-PPAS Ti	PAR	Estimated by department head	\$ 40,000.00	\$ 50,439.00	\$ 50,000.00	\$ 50,000.00
8841	0004	Paramount	1018	PARAMOUNT-Rental	PAR	Estimated by department head	\$ 260,000.00	\$ 261,909.00	\$ 260,000.00	\$ 260,000.00
8842	0004	Paramount	1018	PARAMOUNT-Ticket S	PAR	Estimated by department head	\$ 35,000.00	\$ 38,985.00	\$ 40,000.00	\$ 40,000.00
8844	0004	Paramount	1018	PARAMOUNT-Setup F	PAR	Estimated by department head	\$ 500.00	\$ -	\$ -	\$ -
8845	0004	Paramount	1018	PARAMOUNT-Box Off	PAR	Estimated by department head	\$ 600.00	\$ -	\$ -	\$ -
8861	0004	Paramount	1018	PARAMOUNT-Food &	PAR	Estimated by department head	\$ 6,500.00	\$ 15,310.00	\$ 16,000.00	\$ 16,000.00
8862	0004	Paramount	1018	PARAMOUNT-Alcohol	PAR	Estimated by department head	\$ 3,000.00	\$ 8,685.00	\$ 9,000.00	\$ 9,000.00
8864	0004	Paramount	1018	PARAMOUNT-Building	PAR	Estimated by department head	\$ 110,000.00	\$ 102,869.00	\$ 110,000.00	\$ 110,000.00
8952	0004	Golf	7461	Golf Course Cart Fees	GLF	Estimated by department head	\$ 200,000.00	\$ 153,572.00	\$ 210,000.00	\$ 210,000.00
8953	0004	Golf	7461	Golf Course-Alcohol S	GLF	Estimated by department head	\$ 14,000.00	\$ 16,454.00	\$ 12,000.00	\$ 12,000.00
8955	0004	Golf	7461	Golf Course Concessio	GLF	Estimated by department head	\$ 30,000.00	\$ 21,290.00	\$ 7,000.00	\$ 7,000.00
8956	0004	Golf	7461	Golf Course Green Fee	GLF	Estimated by department head	\$ 261,000.00	\$ 209,919.00	\$ 272,000.00	\$ 272,000.00

JUSTIFICATION SHEET						Fiscal Year FY23-24					Blue Font - Detail Schedule Requested	
Fund:						11-Genera Dept. Head-Catherine Gwynn					Green Cell - Department Input	
Dept #:						Finance - Revenues						
Division:						Revenues - Revenues						
Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23		
8957	0004	Golf	7461	Golf Course Members	GLF	Estimated by department head	\$ 99,000.00	\$ 105,977.00	\$ 105,000.00	\$ 105,000.00		
8958	0004	Golf	7461	Driving Range Fees-Ta	GLF	Estimated by department head	\$ 24,000.00	\$ 22,061.00	\$ 22,000.00	\$ 22,000.00		
8959	0004	Golf	7461	Pro Shop Sales	GLF	Estimated by department head	\$ 38,000.00	\$ 34,769.00	\$ 36,000.00	\$ 36,000.00		
8960	0004	Golf	7461	Golf Lessons	GLF	Estimated by department head	\$ 100.00	\$ 200.00	\$ 2,000.00	\$ 2,000.00		
8961	0004	Parks Rec	7460	Facility Rental Fees	GLF	Estimated by department head	\$ 27,000.00	\$ 20,970.00	\$ 27,000.00	\$ 27,000.00		
8962	0004	Parks Rec	7460	Park Rental Fees	GLF	Estimated by department head	\$ 14,000.00	\$ 11,515.00	\$ 13,000.00	\$ 13,000.00		
8963	0004	Parks Rec	7460	Youth Program Fees	GLF	Estimated by department head	\$ 119,000.00	\$ 106,623.00	\$ 125,000.00	\$ 125,000.00		
8964	0004	Parks Rec	7460	Adult Program Fees	GLF	Estimated by department head	\$ 12,000.00	\$ 9,530.00	\$ 9,000.00	\$ 9,000.00		
8965	0004	Parks Rec	7460	Special Event Fees	PR	Estimated by department head	\$ 3,000.00	\$ 5,849.00	\$ 7,000.00	\$ 7,000.00		
				Total-Charges for Ser			\$ 6,118,579.00	\$ 5,929,518.00	\$ 6,110,922.00	\$ 6,110,922.00		
8180	0005	General	0001	Investment Interest		Per projection Quarterly Interest Income Allocation	\$ 11,000.00	\$ 385,864.00	\$ 250,000.00	\$ 250,000.00		
8267	0005	Specific Alloc	0000	Loan Proceeds		D046-GE Truist 9/22/22 (original budget included new fire truck)	\$ 2,062,464.00	\$ 896,500.00	\$ -	\$ 1,788,184.00		
8270	0005	Specific Alloc	0000	Loan Proceeds Install		Do Not use	\$ -	\$ -				
8581	0005	General	0001	Equipment Sales		Expect to do a large sale in Jun 23	\$ 29,901.00	\$ 13,877.00	\$ -	\$ -		
8582	0005	NonRecur CO	7315	Sale of Land		9 properties sold in 2023 to date	\$ -	\$ 18,440.00	\$ -	\$ -		
8981	0005	NonRecur CO	7315	Land Lease Income (F		Lease billings were delayed to delays in receiving executed new contracts	\$ 23,062.00	\$ 19,316.00	\$ 19,316.00	\$ 19,316.00		
				Total-Capital Returns			\$ 2,126,427.00	\$ 1,333,997.00	\$ 269,316.00	\$ 2,057,500.00		
56014	0006	General	0001	PCard Rebates		Received in December from Truist	\$ 10,500.00	\$ 9,244.00	\$ 9,200.00	\$ 9,200.00		
56211	0006	Planning	3151	Local Grants-US 70 Co		None	\$ -	\$ -	\$ -	\$ -		
8153	0006	General	0001	Insurance Proceeds		Appropriated as accidents are paid	\$ -	\$ -	\$ -	\$ -		
8190	0006	General	0001	Other Miscellaneous		FY23 to date \$26K	\$ 100,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00		
8192	0006	Police	6121	Officers Fees		Fy23 to date \$6K	\$ 15,000.00	\$ 7,600.00	\$ 8,000.00	\$ 8,000.00		
8221	0006	Community Rel	1017	Donations & Spons-M		Looks like an error in FY22	\$ -	\$ -	\$ -	\$ -		
8293	0006	Police	6121	Parking Tickets			\$ 1,500.00	\$ 100.00	\$ 100.00	\$ 100.00		
8298	0006	General	0001	Local Grants		Appropriated as grants are received	\$ -					
8304	0006	General	0001	Forfeited Performanc		None anticipated	\$ -	\$ -	\$ -	\$ -		
8593	0006	General	0001	Vending Machine Cor		Commission from vending machines operated by outside vendor.	\$ 1,800.00	\$ 2,052.00	\$ 2,000.00	\$ 2,000.00		
8595	0006	General	0001	Vending Machines Inc		Commission from vending machines operated by outside vendor.	\$ 1,500.00	\$ 420.00	\$ 400.00	\$ 400.00		
				Total-Miscellaneous I			\$ 130,300.00	\$ 49,416.00	\$ 49,700.00	\$ 49,700.00		
58101	0007	General	0001	Shared Services - Utili		Per Calculation	\$ 3,201,081.00	\$ 3,201,081.00	\$ 3,560,881.00	\$ 3,560,881.00		
58102	0007	General	0001	Shared Services - Stor		Per Calculation	\$ 127,915.00	\$ 127,915.00	\$ 129,533.00	\$ 129,533.00		
				Total-Shared Services			\$ 3,328,996.00	\$ 3,328,996.00	\$ 3,690,414.00	\$ 3,690,414.00		
51004	0008	General	0001	Transfer from Special		None anticipated	\$ -	\$ -	\$ -	\$ -		
				Total-Transfers In Re			\$ -	\$ -	\$ -	\$ -		

JUSTIFICATION SHEET				Fiscal Year FY23-24				Blue Font - Detail Schedule Requested			
Fund:				11-Genera Dept. Head-Catherine Gwynn				Green Cell - Department Input			
Dept #:				Finance - Revenues							
Division:				Revenues - Revenues							

Object of Expenditure	Rev Orgn	Specific Use	Specific Orgn	Account Name	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
8583	0009	Specific Alloc	0001	Fund Balance Withdra		Per CM \$1.5M	\$ -	\$ -	\$ -	\$ 1,500,000.00
				Total-Fund Balance W			\$ -	\$ -	\$ -	\$ 1,500,000.00
				Total Revenues			\$49,265,445.00	\$45,027,187.00	\$44,683,485.00	\$49,355,128.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

General Fund Expenditures

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: CITY COUNCIL

DEPARTMENT OVERVIEW:

The City of Goldsboro operates under the council-manager form of government. The city manager is appointed by the Council and administers the daily operations of the City through department heads.

The Council consists of a seven-member governing board that includes the mayor, elected by voters who reside in the City, and six council members who are elected by voters in the districts within the City limits. The mayor is a voting member of the Council and serves as its presiding officer. Council meetings are generally held the first and third Monday of each month in Historic City Hall.

The Council sets policy, enacts ordinances as required by law, and sets rates for City services and taxes. The Council reviews and adopts the annual budget and appoints members to various advisory boards, commissions and committees.

VISION/MISSION/GOALS:

Vision: An extraordinary, diverse experience.

Mission: The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life every day.

Goals: Safe and Secure Community; Strong and Diverse Economy; Exceptional Quality of Life; Racial and Cultural Harmony; and Model for Excellence in Government.

FISCAL GOALS:

- Ensure a strong City financial position by managing fiscal resources in accordance with established guidelines.
- Proactively work with federal, state, and local legislators to advocate for needed policy changes and funding.
- Approve a balanced budget to accomplish the City's vision, mission, and goals in an effective, efficient, and safe manner.

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head	Tim Salmon				
Dept #:		1011	Mayor & Council		~ = Division by Zero				
Division:		1011	Mayor & Council		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1211	Honorarium	\$ 59,483.64	\$ 65,475.00	\$ 65,475.00	\$ 64,234.00	\$ 65,475.00	0.00%	\$ 65,475.00	0.00%
1277	Clothing Allowance				\$ -	\$ 1,000.00	~	\$ 1,000.00	~
1295	Board Member Stipend (1700)	\$ 20,544.80	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	0.00%	\$ 22,800.00	0.00%
1810	Social Security	\$ 6,122.25	\$ 6,753.00	\$ 6,753.00	\$ 6,658.10	\$ 6,829.54	1.13%	\$ 6,829.54	1.13%
	Total Salaries & Benefits	\$ 86,150.69	\$ 95,028.00	\$ 95,028.00	\$ 93,692.10	\$ 96,104.54	1.13%	\$ 96,104.54	1.13%
1922	Title Search & Legal Fees	\$ 114,102.04	\$ 150,000.00	\$ 150,000.00	\$ 116,000.00	\$ 150,000.00	0.00%	\$ 150,000.00	0.00%
1991	Consultant Fees	\$ 30,000.00	\$ 40,000.00	\$ 72,250.00	\$ 51,125.00	\$ 40,000.00	0.00%	\$ 40,000.00	0.00%
2201	Comm/Empl Awards & Functions	\$ 379.38	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2202	Luncheon/Dinner Meetings	\$ 495.01	\$ 1,000.00	\$ 1,000.00	\$ 3,200.00	\$ 3,000.00	200.00%	\$ 3,000.00	200.00%
2323	Training				\$ -	\$ 12,175.00	~	\$ 12,175.00	~
2601	Office Supplies	\$ 328.19	\$ 400.00	\$ 400.00	\$ 400.00	\$ 600.00	50.00%	\$ 600.00	50.00%
2993	Operational Supplies	\$ 3,185.32	\$ 10,000.00	\$ 10,000.00	\$ 8,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
3121	Travel	\$ 8,981.21	\$ 16,202.00	\$ 16,202.00	\$ 14,877.00	\$ 17,110.00	5.60%	\$ 17,110.00	5.60%
3250A	Postage-Internal Charges only!	\$ 101.85	\$ 175.00	\$ 175.00	\$ 100.00	\$ 191.00	*	\$ 191.00	*
3703	Sponsorships		\$ 32,250.00	\$ 32,250.00	\$ 27,100.00	\$ 21,500.00	-33.33%	\$ 16,500.00	-48.84%
3997	City Election				\$ -	\$ 100,000.00	~	\$ 100,000.00	~
4511	Multi-Peril Insurance	\$ 1,456.00	\$ 1,543.00	\$ 1,543.00	\$ 1,591.00	\$ 1,855.00	20.22%	\$ 1,855.00	20.22%
4912	Fees & Dues	\$ 8,820.00	\$ 9,550.00	\$ 9,550.00	\$ 9,820.00	\$ 12,605.00	31.99%	\$ 12,605.00	31.99%
4916	Chamber Of Commerce	\$ 15,000.00		\$ -	\$ -	\$ -	*	\$ -	*
4917	Wayne County Alliance	\$ 25,000.00		\$ -	\$ -	\$ -	*	\$ -	*
9561	Office Supplies	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
9917	Agency Support-Dillard Alumni	\$ 10,000.00		\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 217,849.00	\$ 263,720.00	\$ 295,970.00	\$ 234,813.00	\$ 371,636.00	40.92%	\$ 366,636.00	39.02%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Mayor & Council-Mayor & Council Budget	\$ 303,999.69	\$ 358,748.00	\$ 390,998.00	\$ 328,505.10	\$ 467,740.54	30.38%	\$ 462,740.54	28.99%



JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Tim Salmon	Green Cell - Department Input
Dept #:	Mayor & Council - 1011		
Division:	Mayor & Council - 1011		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1211	Honorarium		7 FTE's - Mayor and 6 Council Members	\$ 65,475.00	\$ 64,234.00	\$ 65,475.00	\$ 65,475.00
1277	Clothing Allowance		City logo shirts and jackets			\$ 1,000.00	\$ 1,000.00
1295	Board Member Stipend (1700)			\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 6,753.00	\$ 6,658.10	\$ 6,829.54	\$ 6,829.54
	Total Salaries & Benefits			\$ 95,028.00	\$ 93,692.10	\$ 96,104.54	\$ 96,104.54
1922	Title Search & Legal Fees		City Attorney fees	\$ 150,000.00	\$ 116,000.00	\$ 150,000.00	\$ 150,000.00
1991	Consultant Fees	Y	Roosevelt Group, studies, appraisal	\$ 40,000.00	\$ 51,125.00	\$ 40,000.00	\$ 40,000.00
2201	Comm/Empl Awards & Functions		Retirement plaques, Citizen Academy x2, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2202	Luncheon/Dinner Meetings		Chamber Banquet & DGDC Annual Dinner for Mayor and Council, Retreat food, reception for incoming council	\$ 1,000.00	\$ 3,200.00	\$ 3,000.00	\$ 3,000.00
2323	Training	Y			\$ -	\$ 12,175.00	\$ 12,175.00
2601	Office Supplies		Retreat notebooks and tabs, new council notebooks, tabs and other office supplies as needed	\$ 400.00	\$ 400.00	\$ 600.00	\$ 600.00
2993	Operational Supplies		IPad keyboards, new councilmember supplies and books,council meeting snacks and water and expenses throughout year	\$ 10,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
3121	Travel	Y		\$ 16,202.00	\$ 14,877.00	\$ 17,110.00	\$ 17,110.00
3250A	Postage-Internal Charges only!		Mayor, boards and commissions and election letters	\$ 175.00	\$ 100.00	\$ 191.00	\$ 191.00
3703	Sponsorships	Y	Dillard Alumni, Purple Heart Banquet, etc.	\$ 32,250.00	\$ 27,100.00	\$ 21,500.00	\$ 16,500.00
3997	City Election		2023 Mayor and Council Elections			\$ 100,000.00	\$ 100,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,543.00	\$ 1,591.00	\$ 1,855.00	\$ 1,855.00
4912	Fees & Dues	Y		\$ 9,550.00	\$ 9,820.00	\$ 12,605.00	\$ 12,605.00
4916	Chamber Of Commerce		Moved to Agency Support Organization (7310)	\$ -			
4917	Wayne County Alliance			\$ -			
9561	Office Supplies			\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
9917	Agency Support-Dillard Alumni			\$ -			
	Total Operating Expenditures			\$ 263,720.00	\$ 234,813.00	\$ 371,636.00	\$ 366,636.00
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Mayor & Council-Mayor & Council Budget			\$ 358,748.00	\$ 328,505.10	\$ 467,740.54	\$ 462,740.54

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Dept. Head-Tim Salmon

Fund: 11-General Fund
 Dept #: Mayor & Council - 1011
 Division: Mayor & Council - 1011
 Account: 1991 Consultant Fees

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Friends of Seymour	\$ -	\$ 16,125.00	\$ -	
2	Other (Environmental Studies, Appraisals, TBD)	\$ 10,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
3	Roosevelt Group	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 40,000.00	\$ 51,125.00	\$ 40,000.00	\$ 40,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Mayor & Council - 1011
Division: Mayor & Council - 1011
Account: 2323 Training

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NCLM Annual City Vision Conference (2024 Winston Salem)			\$ 2,000.00	\$ 2,000.00
2	Metro Mayors Annual Meeting (Chapel Hill)			\$ 375.00	\$ 375.00
3	Metro Mayors Spring Meeting (Raleigh)			\$ 100.00	\$ 100.00
4	Town and State Dinner (Raleigh)			\$ 300.00	\$ 300.00
5	NC Mayors Association - Winter Meeting (2023 Raleigh)			\$ 100.00	\$ 100.00
6	Association of Defense Communities-National Summit (DC)			\$ 2,700.00	\$ 2,700.00
7	NCLM-NCBEMO / NLC-NBC-LEO Conference			\$ 1,800.00	\$ 1,800.00
8	NC Main Street Conference (2024 Goldsboro)			\$ 2,100.00	\$ 2,100.00
9	Ethics and Newly Elected Officials Courses			\$ 1,050.00	\$ 1,050.00
10	LGC/Utility Training/New Council Member Training			\$ 1,500.00	\$ 1,500.00
11	NC Mayors Association - Fall Meeting			\$ 150.00	\$ 150.00
12					
	Total - 2323 Training	\$ -	\$ -	\$ 12,175.00	\$ 12,175.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Tim Salmon			
Dept #:	Mayor & Council - 1011					
Division:	Mayor & Council - 1011					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Washington DC Legislative Trip - Date TBD (Mayor & Mayor Pro Tem)	\$ 925.00	\$ 925.00	\$ 1,300.00	\$ 1,300.00
2	NCLM Annual City Vision Conference-Winston Salem- March 2024 (Mayor & 3 Councilmembers)	\$ 3,950.00	\$ 3,950.00	\$ 3,660.00	\$ 3,660.00
3	Metro Mayors Annual Meeting, Metro Mayors Spring Meeting (Mayor)	\$ 584.00	\$ 1,500.00	\$ 1,250.00	\$ 1,250.00
4	Town and State Dinner (Raleigh) (Mayor & 2 Councilmembers)	\$ 360.00	\$ -	\$ 125.00	\$ 125.00
5	NC Mayors Association Winter Meeting -Raleigh	\$ -	\$ -	\$ 525.00	\$ 525.00
6	Association of Defense Communities-National Summit -Washington, DC-March 2024 (Mayor & 2 Councilmembers)	\$ 3,740.00	\$ 3,740.00	\$ 4,350.00	\$ 4,350.00
7	Association of Defense Communities Installation Innovation-Orlando Florida-May 2023 (Mayor)	\$ -	\$ -	\$ -	\$ -
8	NC Black Elected Officials Conference -Rocky Mount- July 2023 (3 Council members)	\$ 2,601.00	\$ -	\$ 3,625.00	\$ 3,625.00
9	Miscellaneous Dinners & Luncheons & UNC SOG Webinars	\$ 500.00	\$ 3,522.00	\$ 300.00	\$ 300.00
10	NC Main Street Conference-Goldsboro -March 2024 (Mayor & 6 Councilmembers)	\$ 2,022.00	\$ -	\$ -	\$ -
11	Ethics and Newly Elected Officials Courses (newly elected)		\$ 65.00	\$ -	\$ -
12	LGC/Utility Training/New Councilmember Training	\$ -	\$ 495.00	\$ -	\$ -
13	MAC Langley Event- Sept. 2023 (Virginia/DC) (Mayor & 1 Councilmember)	\$ -	\$ 245.00	\$ 1,600.00	\$ 1,600.00
14	NC Mayors Fall Meeting (Mayor)	\$ 270.00	\$ 435.00	\$ 375.00	\$ 375.00
15	Additional Travel money moved from Purple Heart Banquet duplication	\$ 1,250.00			
	Total - 3121 Travel	\$ 16,202.00	\$ 14,877.00	\$ 17,110.00	\$ 17,110.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
 Dept #: Mayor & Council - 1011
 Division: Mayor & Council - 1011
 Account: 3703 Sponsorships

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Dillard Alumni	\$ 32,250.00	\$ 11,350.00	\$ 10,250.00	\$ 10,250.00
2	Purple Heart Banquet		\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
3			\$ -		
4	TBD (FY23 Sponsorship funds included WOW Airshow)		\$ 14,500.00	\$ 10,000.00	\$ 5,000.00
5					
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11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
	Total - 3703 Sponsorships	\$ 32,250.00	\$ 27,100.00	\$ 21,500.00	\$ 16,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Mayor & Council - 1011
Division: Mayor & Council - 1011
Account: 4912 Fees & Dues

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Metro Mayors Annual Service Fees	\$ 8,250.00	\$ 8,169.00	\$ 8,250.00	\$ 8,250.00
2	NPO Membership (Mayor and 6 Councilmembers) \$300.00 each	\$ -		\$ 2,100.00	\$ 2,100.00
3	DGDC Board (1 Councilmember)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
4	NCLM Military Host Cities	\$ 250.00	\$ 201.00	\$ 250.00	\$ 250.00
5	Miscellaneous	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6	NC Mayors Association		\$ 400.00	\$ 500.00	\$ 500.00
7	NC Black Elected Municipal Officials (\$65.00 each) (Mayor and 6 Councilmembers)			\$ 455.00	\$ 455.00
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 9,550.00	\$ 9,820.00	\$ 12,605.00	\$ 12,605.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: CITY MANAGER'S OFFICE

DEPARTMENT OVERVIEW:

The City Manager's Office provides organizational leadership and management of all municipal departments. This includes the development and approval of the annual budget, ordinances and policies, and citizen engagement.

The Manager's Office includes the following positions: city manager; assistant city manager; assistant to the city manager; city clerk; deputy city clerk; and public information officer. The staff in the city manager's office work closely with the Council, department heads, external support organizations, and citizens to accomplish the City's vision, mission, and goals. The city manager is the budget officer; the city manager's staff coordinates strategic planning efforts, oversees grants; maintains and provides the permanent records of the City, and ensures effective communication with the residents and visitors of the City.

GOALS/MAJOR OBJECTIVES:

- Provide strategic recommendations to the Council for budget decision-making.
- Ensure the City's financial integrity, report to the Council on operations, finances, and policies.
- Develop and execute the City's annual budget; make necessary adjustments.
- Implement policies and directives approved by the Council.
- Maintain permanent records and respond to public records requests in a timely manner.
- Coordinate the use of public information outlets to optimize information sharing with the public.

SIGNIFICANT BUDGET ISSUES:

Development of a balanced budget to accomplish the City's vision, mission, and goals in a cost-effective, efficient, and safe manner. This includes recommended tax and fee increases to pay for adequate staff, infrastructure, equipment, operations, and maintenance costs.

The costs of inflation are a significant concern that must be addressed in the budget (e.g., employee cost of living allowance (COLA) and pay raises; higher equipment, operations, and maintenance costs).

EXPENDITURE SHEET		Fiscal Year FY23-24			
Fund:	11-General Fund	Dept. Head	Tim Salmon		
Dept #:	1012 City Manager	~ = Division by Zero			
Division:	1012 CM	* = Change < \$500			
Purple Cell-Finance Input					

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 420,325.09	\$ 535,313.00	\$ 535,313.00	\$ 527,156.97	\$ 537,842.95	0.47%	\$ 551,289.02	2.98%
1221	Employee Awards	\$ 8,521.05	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,050.00	0.83%	\$ 6,050.00	0.83%
1224	Cell Phone Stipend	\$ 692.25	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%
1225	Car Allowance	\$ 8,072.27	\$ 11,325.00	\$ 11,325.00	\$ 11,325.00	\$ 11,325.00	0.00%	\$ 11,325.00	0.00%
1260	Salaries & Wages Part-Time	\$ 18,000.00		\$ -	\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,979.57		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ -	\$ 300.00	*	\$ 300.00	*
1278	Wellness Earnings	\$ 1,257.86	\$ 1,800.00	\$ 1,800.00	\$ 1,500.00	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
1280	Vacation Pay Out	\$ 13,988.96		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 33,475.54	\$ 42,470.00	\$ 42,470.00	\$ 41,822.70	\$ 42,689.90	0.52%	\$ 43,718.53	2.94%
1820	LEOB-Retirement	\$ 197.64	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1821	NCLGERS-Retirement	\$ 50,665.81	\$ 69,006.00	\$ 69,006.00	\$ 70,579.22	\$ 72,042.70	4.40%	\$ 73,778.59	6.92%
1822	401-K Retirement	\$ 19,397.60	\$ 22,206.00	\$ 22,206.00	\$ 21,868.08	\$ 22,321.52	0.52%	\$ 22,859.36	2.94%
1830	Hospital Insurance	\$ 22,925.22	\$ 29,588.00	\$ 29,588.00	\$ 44,208.00	\$ 44,208.00	49.41%	\$ 29,472.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 173.56	\$ 229.00	\$ 229.00	\$ 210.24	\$ 210.24	*	\$ 210.24	*
1860	Worker's Comp Claims Cost	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 3,709.45	\$ 3,932.00	\$ 3,932.00	\$ 3,348.00	\$ 3,563.00	-9.38%	\$ 3,563.00	-9.38%
1899	Less: Reimbursed by Grants		\$ -	\$ (92,517.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 603,381.87	\$ 724,089.00	\$ 631,572.00	\$ 728,738.21	\$ 743,073.31	2.62%	\$ 745,085.74	2.90%
1932	Medical Exams	\$ 233.00	\$ 225.00	\$ 225.00	\$ -	\$ 75.00	*	\$ 75.00	*
1991	Consultant Fees	\$ 16,250.00	\$ 10,000.00	\$ 7,800.00	\$ 6,500.00	\$ 20,000.00	100.00%	\$ 15,000.00	50.00%
2202	Luncheon/Dinner Meetings				\$ 185.00	\$ 600.00	~	\$ 600.00	~
2203	Employee Appreciation	\$ 94.71	\$ 100.00	\$ 100.00	\$ 100.00	\$ 120.00	*	\$ 120.00	*
2323	Training				\$ -	\$ 11,785.00	~	\$ 11,785.00	~
2601	Office Supplies	\$ 838.99	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	50.00%	\$ 1,500.00	50.00%
2993	Operational Supplies	\$ 2,094.25	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	25.00%	\$ 7,500.00	25.00%
3121	Travel	\$ 6,052.14	\$ 19,183.00	\$ 19,183.00	\$ 10,988.00	\$ 14,337.00	-25.26%	\$ 14,337.00	-25.26%
3210	Telephone & Communication Svcs	\$ 2,482.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	0.00%	\$ 2,100.00	0.00%
3250A	Postage-Internal Charges only!	\$ 118.23	\$ 200.00	\$ 200.00	\$ 200.00	\$ 359.00	*	\$ 359.00	*
3421	Copy Machine Cost	\$ 1,684.02	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3511	Building Maintenance	\$ 173.27		\$ -	\$ -	\$ -	*	\$ -	*
3700	Advertising	\$ 3,240.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,900.00	-1.67%	\$ 5,900.00	-1.67%
3702	Communications and Marketing	\$ 3,352.50	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
3911	Public Notices	\$ 4,823.73	\$ 4,400.00	\$ 4,400.00	\$ 4,400.00	\$ 4,600.00	4.55%	\$ 4,600.00	4.55%
3914	Contract Services	\$ 56,164.56	\$ -	\$ 2,200.00	\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Tim Salmon			
Dept #:		1012	City Manager		~ = Division by Zero				
Division:		1012	CM <th colspan="5">* = Change < \$500</th>		* = Change < \$500				
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3950	Education Reimbursement	\$ 230.42		\$ -	\$ -	\$ 2,500.00	~	\$ 2,500.00	~
3998	Codify Ordinances	\$ 2,815.68	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
4511	Multi-Peril Insurance	\$ 1,247.00	\$ 1,322.00	\$ 1,322.00	\$ 1,364.00	\$ 1,590.00	20.27%	\$ 1,590.00	20.27%
4911	Subscriptions	\$ 162.01	\$ 165.00	\$ 165.00	\$ 162.00	\$ 165.00	*	\$ 165.00	*
4912	Fees & Dues	\$ 3,760.00	\$ 6,090.00	\$ 6,090.00	\$ 4,222.00	\$ 7,870.00	29.23%	\$ 5,430.00	-10.84%
4913	UNC School Of Government	\$ 9,610.00	\$ 15,000.00	\$ 15,000.00	\$ 14,765.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
4914	NC League Of Municipalities	\$ 25,649.00	\$ 26,000.00	\$ 26,000.00	\$ 25,741.00	\$ 26,000.00	0.00%	\$ 26,000.00	0.00%
4918	National League Of Cities	\$ 3,508.00	\$ 3,560.00	\$ 3,560.00	\$ 3,613.00	\$ 3,725.00	4.63%	\$ 3,725.00	4.63%
9561	Office Supplies	\$ 183.45	\$ 275.00	\$ 275.00	\$ 475.00	\$ 475.00	*	\$ 475.00	*
9931	Agency Support-3 in 1 Family Center	\$ (5,753.27)		\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 139,013.69	\$ 107,920.00	\$ 107,920.00	\$ 92,115.00	\$ 132,501.00	22.78%	\$ 125,061.00	15.88%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total City Manager-CM Budget	\$ 742,395.56	\$ 832,009.00	\$ 739,492.00	\$ 820,853.21	\$ 875,574.31	5.24%	\$ 870,146.74	4.58%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Tim Salmon		Green Cell - Department Input	
Dept #:	City Manager - 1012				
Division:	CM - 1012				

	Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		6 FTE's	\$ 535,313.00	\$ 527,156.97	\$ 537,842.95	\$ 551,289.02
1221	Employee Awards		Employee and Supervisor of the Quarter/Year, PIO 5 year Service Award (\$50)	\$ 6,000.00	\$ 6,000.00	\$ 6,050.00	\$ 6,050.00
1224	Cell Phone Stipend		A2CM	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1225	Car Allowance		CM and ACM	\$ 11,325.00	\$ 11,325.00	\$ 11,325.00	\$ 11,325.00
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus			\$ -			
1277	Clothing Allowance		City logo clothing for CM, ACM, A2CM, CC, DCC, PIO			\$ 300.00	\$ 300.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 1,800.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00
1280	Vacation Pay Out			\$ -			
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 42,470.00	\$ 41,822.70	\$ 42,689.90	\$ 43,718.53
1820	LEOB-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ -			
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 69,006.00	\$ 70,579.22	\$ 72,042.70	\$ 73,778.59
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 22,206.00	\$ 21,868.08	\$ 22,321.52	\$ 22,859.36
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 29,588.00	\$ 44,208.00	\$ 44,208.00	\$ 29,472.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 229.00	\$ 210.24	\$ 210.24	\$ 210.24
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 1,500.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 3,932.00	\$ 3,348.00	\$ 3,563.00	\$ 3,563.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 724,089.00	\$ 728,738.21	\$ 743,073.31	\$ 745,085.74
1932	Medical Exams		New hire medical exam	\$ 225.00	\$ -	\$ 75.00	\$ 75.00
1991	Consultant Fees	Y	Details attached	\$ 10,000.00	\$ 6,500.00	\$ 20,000.00	\$ 15,000.00
2202	Luncheon/Dinner Meetings		Chamber of Commerce lunches, DGDC Annual Dinner (CM, ACM), Chamber Annual Banquet (CM, ACM)		\$ 185.00	\$ 600.00	\$ 600.00
2203	Employee Appreciation		6 employees x \$20.00	\$ 100.00	\$ 100.00	\$ 120.00	\$ 120.00
2323	Training	Y	Details attached		\$ -	\$ 11,785.00	\$ 11,785.00
2601	Office Supplies		Minute books and paper, office supplies, office chairs	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
2993	Operational Supplies		Ipad for DCC, flags for City Hall, reference books, flowers/cards, containers for storage of documents, promo items, other items as needed	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 7,500.00
3121	Travel	Y	Details attached	\$ 19,183.00	\$ 10,988.00	\$ 14,337.00	\$ 14,337.00
3210	Telephone & Communication Svcs		On-hold messages	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
3250A	Postage-Internal Charges only!			\$ 200.00	\$ 200.00	\$ 359.00	\$ 359.00
3421	Copy Machine Cost		Information provided by IT	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3511	Building Maintenance			\$ -			

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Tim Salmon		Green Cell - Department Input	
Dept #:	City Manager - 1012				
Division:	CM - 1012				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
3700	Advertising	Y	Details attached	\$ 6,000.00	\$ 6,000.00	\$ 5,900.00	\$ 5,900.00
3702	Communications and Marketing		Citizen Recognition Program	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
3911	Public Notices		Public notices for city meetings	\$ 4,400.00	\$ 4,400.00	\$ 4,600.00	\$ 4,600.00
3914	Contract Services	Y		\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement		City Clerk	\$ -		\$ 2,500.00	\$ 2,500.00
3998	Codify Ordinances		Web hosting fee, codifying new and updated ordinances	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,322.00	\$ 1,364.00	\$ 1,590.00	\$ 1,590.00
4911	Subscriptions	Y	Details attached	\$ 165.00	\$ 162.00	\$ 165.00	\$ 165.00
4912	Fees & Dues	Y	Details attached	\$ 6,090.00	\$ 4,222.00	\$ 7,870.00	\$ 5,430.00
4913	UNC School Of Government		Membership dues \$5,000, Benchmarking \$10,000	\$ 15,000.00	\$ 14,765.00	\$ 15,000.00	\$ 15,000.00
4914	NC League Of Municipalities		Membership	\$ 26,000.00	\$ 25,741.00	\$ 26,000.00	\$ 26,000.00
4918	National League Of Cities		Membership	\$ 3,560.00	\$ 3,613.00	\$ 3,725.00	\$ 3,725.00
9561	Office Supplies		Paper for office, agendas, budget, retreat, Citizens Academy, and also City logo envelopes and letterhead	\$ 275.00	\$ 475.00	\$ 475.00	\$ 475.00
9931	Agency Support-3 in 1 Family Center			\$ -			
Total Operating Expenditures				\$ 107,920.00	\$ 92,115.00	\$ 132,501.00	\$ 125,061.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total City Manager-CM Budget				\$ 832,009.00	\$ 820,853.21	\$ 875,574.31	\$ 870,146.74

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: City Manager - 1012
Division: CM - 1012
Account: 1991 Consultant Fees

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Apprasials TBD	\$ 10,000.00	\$ 6,500.00	\$ 20,000.00	\$ 15,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 10,000.00	\$ 6,500.00	\$ 20,000.00	\$ 15,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: City Manager - 1012
Division: CM - 1012
Account: 2323 Training

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	PRSA Crisis Communication Certificate Program (PIO)			\$ 975.00	\$ 975.00
2	Virtual Meetings/Webinars (UNC SOG, NCLM, etc)			\$ 2,000.00	\$ 2,000.00
3	Association of Defense Communities-National Summit (DC)			\$ 700.00	\$ 700.00
4	NC Main Street Conference (2024 - Goldsboro)			\$ 1,800.00	\$ 1,800.00
5	NCLM Annual City Vision Conference (2024 Winston Salem)			\$ 1,500.00	\$ 1,500.00
6	NCCCCMA Winter Conference (Winston Salem)			\$ 800.00	\$ 800.00
7	Summer NCAMC Conference (Wilmington)			\$ 650.00	\$ 650.00
8	School of Govt Master Clerks Conference (Beaufort)			\$ 1,160.00	\$ 1,160.00
9	NCAMC Regional Class (One Day Session)			\$ 200.00	\$ 200.00
10	Town and State Dinner (Raleigh)			\$ 200.00	\$ 200.00
11	NC Planning Association Conference - no 2024 info			\$ 400.00	\$ 400.00
12	Government Social Media Conference (Virtual)			\$ 600.00	\$ 600.00
13	North Carolina Local Government Budget Association (NCLGBA) Summer Conference (Beaufort)			\$ 300.00	\$ 300.00
14	NCLGBA Winter Conference (Asheville-Biltmore)			\$ 300.00	\$ 300.00
15	ClearPoint Conference (Cary, NC)			\$ 200.00	\$ 200.00
16					
	Total - 2323 Training	\$ -	\$ -	\$ 11,785.00	\$ 11,785.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept #: City Manager - 1012
Division: CM - 1012
Account: 3121 Travel

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Washington DC Legislative Trip (CM)	\$ 620.00	\$ -	\$ 450.00	\$ 450.00
2	Association of Defense Communities - Washington, DC (CM)	\$ 1,890.00	\$ 1,900.00	\$ 1,200.00	\$ 1,200.00
3	NC Main Street Conference - Goldsboro 2024 (All CM office)	\$ 819.00	\$ -		
4	NCLM Annual City Vision Conference - Winston Salem (CM, ACM, CC)	\$ 2,368.00	\$ 2,700.00	\$ 3,810.00	\$ 3,810.00
5	NCCCMA Winter Conference - Winston Salem (CM & ACM)	\$ 1,470.00	\$ 803.00	\$ 1,600.00	\$ 1,600.00
6	Annual NCAMC Conference- Wilmington (CC)	\$ 2,000.00	\$ 1,895.00	\$ 1,350.00	\$ 1,350.00
7	School of Govt Clerks Conference- Beaufort (CC and DCC)	\$ 930.30	\$ 158.00	\$ 1,180.00	\$ 1,180.00
8	NCAMC Regional Class (One Day Session) (CC and DCC)	\$ 281.15	\$ 226.00	\$ 207.00	\$ 207.00
9	Town and State Dinner - Raleigh (CM)	\$ 220.20	\$ -	\$ 125.00	\$ 125.00
10	NC Planning Conference (ACM)	\$ 1,300.00	\$ -	\$ 1,275.00	\$ 1,275.00
11	Metro Mayors Spring Meeting - Raleigh (CM)	\$ 270.20	\$ -		
12	Metro Mayors Annual Meeting - Chapel Hill (CM)	\$ 431.90	\$ -		
13	Government Social Media Conference -Virtual (PIO)	\$ -	\$ 500.00	\$ -	\$ -
14	Professional Dev. Conf. Trainings (PIO)	\$ 2,325.00			
15	Professional Dev. Conf. Trainings (A2CM)-UNC Benchmarking Meetings	\$ 2,677.00	\$ 520.00	\$ 525.00	\$ 525.00
16	IIMC Regional Conference in SC (DCC)	\$ 1,380.25	\$ 1,021.00	\$ -	\$ -
17	NC Local Gov. Budget Association Conference (Winter and Spring) (A2CM)	\$ -	\$ 1,000.00	\$ 1,840.00	\$ 1,840.00
18	Chamber of Commerce Expenses (Luncheons) (moved to 2202)	\$ 200.00	\$ -		
19	Clearpoint Conference - Cary (A2CM)			\$ 275.00	\$ 275.00
20	Other travel expenses		\$ 265.00	\$ 500.00	\$ 500.00
	Total - 3121 Travel	\$ 19,183.00	\$ 10,988.00	\$ 14,337.00	\$ 14,337.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Dept. Head-Tim Salmon

Fund: 11-General Fund
Dept #: City Manager - 1012
Division: CM - 1012
Account: 3700 Advertising

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Wingspan Magazine	\$ 6,000.00	\$ 6,000.00	\$ 2,000.00	\$ 2,000.00
2	News Argus Progress Edition			\$ 900.00	\$ 900.00
3	Best of the Boot			\$ 2,000.00	\$ 2,000.00
4	Other advertising as requested			\$ 1,000.00	\$ 1,000.00
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
	Total - 3700 Advertising	\$ 6,000.00	\$ 6,000.00	\$ 5,900.00	\$ 5,900.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Tim Salmon		
Dept #:	City Manager - 1012					
Division:	CM - 1012					
Account:	4911 Subscriptions					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		News Argus	\$ 165.00	\$ 162.00	\$ 165.00	\$ 165.00
2						
3						
4						
5						
6						
7						
8						
9						
		Total - 4911 Subscriptions	\$ 165.00	\$ 162.00	\$ 165.00	\$ 165.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Tim Salmon			
Dept #:	City Manager - 1012					
Division:	CM - 1012					
Account:	4912 Fees & Dues					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	IIMC, NC Association of Municipal Clerks (CC & DCC)	\$ 550.00	\$ 490.00	\$ 500.00	\$ 500.00
2	Wayne County Chamber (Military Affairs Comm.) (CM, ACM, ATCM)	\$ 600.00	\$ 600.00	\$ 900.00	\$ 900.00
3	NC City and County Managers Association (CM, ACM)	\$ 415.00	\$ 405.00	\$ 800.00	\$ 800.00
4		\$ -			
5	DGDC (ACM)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
6	NPO Membership (CM, ACM, ATCM)	\$ 1,500.00	\$ 460.00	\$ 1,500.00	\$ 1,500.00
7	Association of Defense Communities (CM)	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
8	American Planning Association (ACM)	\$ 600.00	\$ 100.00	\$ 650.00	\$ 650.00
9	ICMA (CM, ACM)	\$ 1,600.00	\$ 1,200.00	\$ 2,200.00	\$ 2,200.00
10	Public Relations Society of America	\$ 325.00	\$ 417.00	\$ 270.00	\$ 270.00
11	NC Local Gov. Budget Association (A2CM)		\$ 50.00	\$ 50.00	\$ 50.00
12	Miscellaneous			\$ 500.00	\$ 500.00
13	Manager's tentative cut #1 4/24/2023				\$ (2,440.00)
	Total - 4912 Fees & Dues	\$ 6,090.00	\$ 4,222.00	\$ 7,870.00	\$ 5,430.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES

GOALS/MAJOR OBJECTIVES:

- A. **Workforce Representation** - focused on recruiting a diverse workforce. We continue to provide scholarships, tuition assistance, participate and sponsor career fairs, and increase recruiting efforts across the City. The City's workforce should broadly represent the diversity of the community we serve to better promote the city's vision, mission, goals and values, with a target rate of 59%. Actual rate to date is 35%.
- B. **Racial & Cultural Harmony** - Provide Cultural Diversity & Sensitivity Training to all employees. This training is designed to improve employee relations and provide better customer service. Funds will be used to renew the license for the existing electronic learning training module with emphasis on increasing knowledge through training, with a target rate of >90%. Actual rate to date is 95%.

DEPARTMENT OVERVIEW:

The Human Resources Management Department is responsible for all areas of human resources administration. Responsibilities include ensuring compliance with federal and state personnel laws and regulations and providing assistance to attract and retain a qualified workforce that will remain competitive and progressive. Specific functions include: recruitment, selection, and retention; personnel policy administration, development and interpretation; employee orientation; monitoring and maintenance of benefits enrollment; fringe benefit administration; professional development and training; maintenance of continuing education and certification credits; administration of the NeoGov Human Resources Information System; employee relations (which involves handling complaints, appeals, and inquiries).

SIGNIFICANT BUDGET ISSUES:

- 1. Classification & Pay Study
- 2. Update Recognition Policy for City Employees
- 3. Ongoing - Renewal license for NeoGov software. This fully automated Human Resource Information Software tracks all applications, performs onboarding for new hires, and maintains the electronic evaluation system. In addition is the NeoGov Learning Module that allows electronic Staff Development for all employees.

FISCAL YEAR 2022-2023 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES (SAFETY PROGRAM)

DEPARTMENT OVERVIEW:

The Safety and Compliance Program reflects the City's commitment to employee safety and its efforts to comply with the regulations of the federal and state Occupational Safety and Health Administration. Annual implementation and maintenance of the federal mandated OSHA log 300 is a requirement. The Program also includes training, which is necessary to maintain proper safety procedures among our employees, and periodic monitoring throughout all workplace facilities. The Safety and Compliance Program will also strive to reduce the City's insurance liability through effective risk management of City activities, resources and property.

GOALS/MAJOR OBJECTIVES:

- A. Assist with the existing training program to keep employees informed about proper safety procedures and various safety related topics.
- B. Expand safety-training options through use of online/electronic training modules.
- C. Major emphasis on ways to reduce workplace accidents, thereby boosting employee morale, lowering workers' compensation costs and minimizing property damage.
- D. Ongoing implementation and revise safety policies and programs to ensure compliance with local, state and federal guidelines.
- E. Facilitate the Accident and Safety committees in effort to create and sustain a safe and accident free work environment for all city employees.
- F. Oversee DL and CDL to ensure NCDOT & Transportation Notification Inquiring system regulations.

SIGNIFICANT BUDGET ISSUES:

No significant budget issues noted.

The functions of the safety program will be to perform professional duties and assistance to management and staff under the direction of the Human Resources Director. Duties will be to provide professional support to ensure daily operations and safety project assignments are completed in a timely manner. The duties will include implementing, revising and maintaining safety policies and programs, assist with training, maintain safety awareness to assure laws and policies are being followed, participate in New Employee Orientation, oversee the established Transportation Notification Inquiring system and other safety related duties as assigned.

FISCAL YEAR 2022-2023 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES (OCCUPATIONAL HEALTH NURSE)

GOALS/MAJOR OBJECTIVES:

- A. Provide wellness programs to ensure employees are receiving adequate medical information; provide lunch and learn with guest speakers.
- B. Provide effective and efficient services with pre-employment, health care clinics and health services to employees.
- C. Assess injured employees and provide first aid, as needed; refer injured employees in need of medical care to the appropriate medical provider.
- D. Documentation and maintenance of workers' compensation cases on First Report electronic program.
- E. Documentation and maintenance of Family Medical Leave Program.
- F. Consistently provide one-on-one confidential counseling for all City employees.
- F. Provide annual Flu vaccines to city employees and dependents.
- G. Oversee random drug screen program for safety sensitive positions.

DIVISION OVERVIEW:

The Occupational Health Nurse provides the City with continued care offering health maintenance programs throughout the year. The Nurse is also responsible for the City's Workers Compensation, FMLA and pre-employment verifications. The position provides observation and assessment of the worker and the work environment of City employees. The Nurse is responsible for interpretation and evaluation of the worker's medical and occupational history; interpretation of medical diagnosis to workers; appraisal of the work environment for potential exposures; management of occupational and non-occupational illness and injury, and documentation of the injury or illness. Provides maintenance of individual medical records; provides and maintains American Red Cross CPR/AED and First Aid training; the annual blood drive, assists with New Hire Orientation to establish a rapport with new employees, provides information regarding Workers Compensation, FMLA and Blood borne Pathogens and delivers training to promote the City's Health Beat Wellness Program.

SIGNIFICANT BUDGET ISSUES:

1. Transition of Occupation Health Nurse to City of Goldsboro Employee

The Occupational Health Nurse will continue to be the primary facilitator for the in-house drug program. Costs associated with maintenance of the program include supplies for urinalysis and swab kits (donor collection), utensils for collector and forms. Equipment costs include calibration kits for breathalyzer, adapter, forms, etc. The flu shots will be filed on individual employee's health insurance.

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	11-General Fund	Dept. Head	Bernadette Dove
Dept #:	1016 Human Resources	~ = Division by Zero	
Division:	1016 HR	* = Change < \$500	
Purple Cell-Finance Input			

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 317,727.15	\$ 360,537.00	\$ 360,537.00	\$ 355,423.77	\$ 449,667.69	24.72%	\$ 460,909.38	27.84%
1221	Employee Awards				\$ -	\$ 50.00	*	\$ 50.00	*
1275	Salaries & Wages Bonus	\$ 4,255.84		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance		\$ 300.00	\$ 300.00	\$ 300.00	\$ 360.00	*	\$ 360.00	*
1278	Wellness Earnings	\$ 1,430.96	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.24	20.02%	\$ 1,800.24	20.02%
1280	Vacation Pay Out	\$ 3,034.57		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 23,860.67	\$ 27,719.00	\$ 27,719.00	\$ 27,327.62	\$ 34,568.66	24.71%	\$ 35,428.65	27.81%
1821	NCLGERS-Retirement	\$ 37,206.61	\$ 45,038.00	\$ 45,038.00	\$ 46,117.59	\$ 58,337.44	29.53%	\$ 59,788.74	32.75%
1822	401-K Retirement	\$ 13,061.46	\$ 14,493.00	\$ 14,493.00	\$ 14,288.95	\$ 18,075.12	24.72%	\$ 18,524.78	27.82%
1830	Hospital Insurance	\$ 33,053.56	\$ 36,985.00	\$ 36,985.00	\$ 44,208.00	\$ 44,208.00	19.53%	\$ 44,208.00	19.53%
1835	Group Term Life Insurance Coverage	\$ 168.10	\$ 191.00	\$ 191.00	\$ 210.24	\$ 210.24	*	\$ 210.24	*
1860	Worker's Comp Claims Cost		\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 2,812.51	\$ 2,981.00	\$ 2,981.00	\$ 2,255.00	\$ 2,400.00	-19.49%	\$ 2,400.00	-19.49%
1899	Less: Reimbursed by Grants		\$ -	\$ (61,654.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 436,611.43	\$ 491,244.00	\$ 429,590.00	\$ 491,631.17	\$ 609,677.39	24.11%	\$ 623,680.04	26.96%
1932	Medical Exams	\$ 119.65	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ 6,049.30	\$ 26,500.00	\$ 26,500.00	\$ 14,500.00	\$ 61,500.00	132.08%	\$ 19,389.00	-26.83%
2124	Shoes-Steel Toe		\$ 150.00	\$ 150.00	\$ -	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 101.72	\$ 102.00	\$ 127.00	\$ 120.22	\$ 120.00	*	\$ 120.00	*
2323	Training	\$ 1,393.00	\$ 1,850.00	\$ 1,850.00	\$ 2,095.00	\$ 2,925.00	58.11%	\$ 2,125.00	14.86%
2325	Employee Training		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 3,000.00	-40.00%
2392	Health Maintenance Program	\$ 80,253.13	\$ 99,840.00	\$ 99,815.00	\$ 99,840.00	\$ 5,000.00	-94.99%	\$ 5,000.00	-94.99%
2393	Employee Assistance Program	\$ 6,003.72	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,499.44	8.32%	\$ 6,499.44	8.32%
2501A	Fleet Charges Internal Use Only!	\$ 481.58	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 750.00	-25.00%	\$ 750.00	-25.00%
2502A	Vehicle Fuel-Internal Charges	\$ 329.42	\$ 1,200.00	\$ 1,200.00	\$ 500.00	\$ 750.00	-37.50%	\$ 750.00	-37.50%
2601	Office Supplies	\$ 1,017.48	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%
2993	Operational Supplies	\$ 1,231.23	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,500.00	11.11%	\$ 2,500.00	11.11%
3121	Travel	\$ 3,054.98	\$ 2,800.00	\$ 2,800.00	\$ 2,090.00	\$ 2,915.00	4.11%	\$ 1,115.00	-60.18%
3210	Telephone & Communication Svcs	\$ 879.78	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	0.00%	\$ 1,920.00	0.00%
3250A	Postage-Internal Charges only!	\$ 314.70	\$ 300.00	\$ 300.00	\$ 200.00	\$ 289.00	*	\$ 289.00	*
3410	Printing		\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*
3421	Copy Machine Cost	\$ 1,370.45	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3423	Employee Apprec Day/Meeting Support	\$ 8,962.08	\$ 9,225.00	\$ 9,225.00	\$ 9,225.00	\$ 18,000.00	95.12%	\$ 10,000.00	8.40%
3425	Health Fair		\$ 2,000.00	\$ 2,165.00	\$ 2,213.12	\$ 2,000.00	0.00%	\$ -	*
3701	Employment Advertisements	\$ 2,837.50	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Bernadette Dove			
Dept #:		1016	Human Resources		~ = Division by Zero				
Division:		1016	HR		* = Change < \$500				
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3950	Education Reimbursement		\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	~	\$ 2,500.00	~
4221	Software License Fees				\$ -	\$ 65,000.00	~	\$ 65,000.00	~
4511	Multi-Peril Insurance	\$ 1,041.00	\$ 1,103.00	\$ 1,103.00	\$ 1,138.00	\$ 1,327.00	20.31%	\$ 1,327.00	20.31%
4521	Auto Liability	\$ 340.81	\$ 353.00	\$ 353.00	\$ 362.00	\$ 423.00	*	\$ 423.00	*
4911	Subscriptions	\$ 588.47	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	0.00%	\$ 800.00	0.00%
4912	Fees & Dues	\$ 75,453.28	\$ 67,335.00	\$ 64,670.00	\$ 1,785.00	\$ 2,335.00	-96.53%	\$ 2,335.00	-96.53%
9561	Office Supplies	\$ 261.16	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*
	Total Operating Expenditures	\$ 192,084.44	\$ 235,328.00	\$ 235,328.00	\$ 158,438.34	\$ 187,653.44	-20.26%	\$ 130,942.44	-44.36%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Human Resources-HR Budget	\$ 628,695.87	\$ 726,572.00	\$ 664,918.00	\$ 650,069.51	\$ 797,330.83	9.74%	\$ 754,622.48	3.86%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Bernadette Dove		Green Cell - Department Input	
Dept #:	Human Resources - 1016				
Division:	HR - 1016				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		5 FTE's	\$ 360,537.00	\$ 355,423.77	\$ 449,667.69	\$ 460,909.38
1221	Employee Awards		5 year service award (1 employee)			\$ 50.00	\$ 50.00
1275	Salaries & Wages Bonus			\$ -			
1277	Clothing Allowance		Logo shirts for six employees	\$ 300.00	\$ 300.00	\$ 360.00	\$ 360.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 1,500.00	\$ 1,500.00	\$ 1,800.24	\$ 1,800.24
1280	Vacation Pay Out			\$ -	\$ -	\$ -	
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 27,719.00	\$ 27,327.62	\$ 34,568.66	\$ 35,428.65
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 45,038.00	\$ 46,117.59	\$ 58,337.44	\$ 59,788.74
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 14,493.00	\$ 14,288.95	\$ 18,075.12	\$ 18,524.78
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 36,985.00	\$ 44,208.00	\$ 44,208.00	\$ 44,208.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 191.00	\$ 210.24	\$ 210.24	\$ 210.24
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 1,500.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 2,981.00	\$ 2,255.00	\$ 2,400.00	\$ 2,400.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 491,244.00	\$ 491,631.17	\$ 609,677.39	\$ 623,680.04
1932	Medical Exams		Funds will be used for medical expenses for department employees.	\$ 200.00	\$ -	\$ 200.00	\$ 200.00
1991	Consultant Fees	Y	Funds will be used for background checks for all new hire employees and Classification and Compensation study.	\$ 26,500.00	\$ 14,500.00	\$ 61,500.00	\$ 19,389.00
2124	Shoes-Steel Toe		Funds will be used to purchase safety shoes for the Safety Officer.	\$ 150.00	\$ -	\$ -	\$ -
2203	Employee Appreciation		Funds will be used for holiday party for six departmental staff.	\$ 102.00	\$ 120.22	\$ 120.00	\$ 120.00
2323	Training	Y	Funds will be used for internal cost associated with professional development services, materials and supplies for department personnel.	\$ 1,850.00	\$ 2,095.00	\$ 2,925.00	\$ 2,125.00
2325	Employee Training		Funds will be used for internal professional development activities.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00
2392	Health Maintenance Program		Funds will be used for expenses of the Occupational Health Program.	\$ 99,840.00	\$ 99,840.00	\$ 5,000.00	\$ 5,000.00
2393	Employee Assistance Program		Funds will be used for providing the EAP programs for all employees as needed. \$541.62/Month	\$ 6,000.00	\$ 6,000.00	\$ 6,499.44	\$ 6,499.44
2501A	Fleet Charges Internal Use Only!			\$ 1,000.00	\$ 500.00	\$ 750.00	\$ 750.00
2502A	Vehicle Fuel-Internal Charges			\$ 1,200.00	\$ 500.00	\$ 750.00	\$ 750.00
2601	Office Supplies		Funds will be used to purchase office supplies.	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Bernadette Dove		Green Cell - Department Input	
Dept #:	Human Resources - 1016				
Division:	HR - 1016				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
2993	Operational Supplies		Funds will be used to purchase operational supplies for the HR office.	\$ 2,250.00	\$ 2,250.00	\$ 2,500.00	\$ 2,500.00
3121	Travel	Y	Fund will be used for travel expenditures for department staff to attend professional workshops and conferences. Expenses covered will include lodging and meals.	\$ 2,800.00	\$ 2,090.00	\$ 2,915.00	\$ 1,115.00
3210	Telephone & Communication Svcs		Funds will be used to cover telephone expenses.	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00
3250A	Postage-Internal Charges only!		Funds will be used for cost associated with certified mail, returns and other departmental correspondence.	\$ 300.00	\$ 200.00	\$ 289.00	\$ 289.00
3410	Printing		Funds will be used for external printing services	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
3421	Copy Machine Cost		Funds will be used for the cost, maintenance and lease agreement of reproducing copies of letters, memos, performance evaluations, faxes and scans.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3423	Employee Apprec Day/Meeting Support		Funds will be used to cover of of supplies, materials and awards for Employee Appreciation, Years of Service pins, Administration Assistant Day and retirements.	\$ 9,225.00	\$ 9,225.00	\$ 18,000.00	\$ 10,000.00
3425	Health Fair		Funds will be used to cover the cost of supplies, materials and awards for the annual Health/Benefits Fair.	\$ 2,000.00	\$ 2,213.12	\$ 2,000.00	\$ -
3701	Employment Advertisements		Funds will be used to cover cost for advertisement with professional organizations, NCLM and other sources identified by hiring departments.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3950	Education Reimbursement		Funds will be used for education reimbursement	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4221	Software License Fees		Funds will be used for NeoGov renewal			\$ 65,000.00	\$ 65,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,103.00	\$ 1,138.00	\$ 1,327.00	\$ 1,327.00
4521	Auto Liability		Provided by Finance	\$ 353.00	\$ 362.00	\$ 423.00	\$ 423.00
4911	Subscriptions	Y	Funds will be used to cover cost of professional periodicals, resource materials and publications related to HR/Employment Law.	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
4912	Fees & Dues	Y	Funds will be used to cover cost of professional memberships, resource materials and Neogov renewal. Neogov credit was given FY22-23 for incomplete LaserFish intergreation.	\$ 67,335.00	\$ 1,785.00	\$ 2,335.00	\$ 2,335.00
9561	Office Supplies		Funds will be used to purchase interoffice supplies via Finance Department.	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Total Operating Expenditures				\$ 235,328.00	\$ 158,438.34	\$ 187,653.44	\$ 130,942.44
				\$ -	\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY23-24			Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Bernadette Dove		Green Cell - Department Input
Dept #:	Human Resources - 1016			
Division:	HR - 1016			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Human Resources-HR Budget			\$ 726,572.00	\$ 650,069.51	\$ 797,330.83	\$ 754,622.48

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Human Resources - 1016
Division: HR - 1016
Account: 1991 Consultant Fees

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Background Checks	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
2	Recruitment & other Consultants	\$ 20,000.00	\$ 8,000.00	\$ 15,000.00	\$ 12,889.00
3	Compensations & Classification Study			\$ 40,000.00	\$ -
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 26,500.00	\$ 14,500.00	\$ 61,500.00	\$ 19,389.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Human Resources - 1016
Division: HR - 1016
Account: 2323 Training

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	1- National Safety Conference/registration	\$ 400.00	\$ -	\$ 700.00	\$ 700.00
2	1 - NC Prima Safety/registration	\$ 100.00	\$ 100.00	\$ -	\$ -
3	1 - NC Safety/NCALGESCO/registration	\$ 150.00	\$ 150.00	\$ -	\$ -
4	2 - NeoGov National Conference/registration	\$ -	\$ 1,020.00	\$ -	\$ -
5	3 - Employment Law Update/registration	\$ 600.00	\$ -	\$ 825.00	\$ 825.00
6	2 - IPMA NC State Conference/registration	\$ 300.00	\$ 525.00	\$ 600.00	\$ 600.00
7	1 - Advance FMLA/registration	\$ 300.00	\$ 300.00	\$ -	\$ -
8	Leadership Wayne County/registration			\$ 800.00	\$ -
9					
10					
	Total - 2323 Training	\$ 1,850.00	\$ 2,095.00	\$ 2,925.00	\$ 2,125.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Bernadette Dove			
Dept #:	Human Resources - 1016					
Division:	HR - 1016					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	2 - IPMA NC State Conference	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00
2	2 - NeoGov National Conference	\$ -	\$ 1,060.00	\$ -	\$ -
3	1- NC Safety/NCALGESCO Conference	\$ 335.00	\$ 335.00	\$ -	\$ -
4	2 - Community Relations Programs	\$ 140.00	\$ 70.00	\$ 140.00	\$ 140.00
0	1- OMPA Annual Conference	\$ 350.00	\$ -	\$ 350.00	\$ 350.00
6	1 - National Safety Conference	\$ 1,000.00	\$ -	\$ 1,800.00	\$ -
7	1- NC PRIMA Safety	\$ 350.00	\$ -	\$ -	\$ -
8					
9					
10					
11					
12					
	Total - 3121 Travel	\$ 2,800.00	\$ 2,090.00	\$ 2,915.00	\$ 1,115.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Human Resources - 1016
Division: HR - 1016
Account: 4911 Subscriptions

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Supervisors Legal Update	\$ 295.00	\$ 295.00	\$ 295.00	\$ 295.00
2	HR Employment Law	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
3	Safety Update	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00
4					
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Human Resources - 1016
Division: HR - 1016
Account: 4912 Fees & Dues

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	1 - NC Associaton of Safety Officials (Safety Officer)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
2	3 - IPMA Dues (Director, HR Consultnts)	\$ 447.00	\$ 447.00	\$ 447.00	\$ 447.00
3	1- OPMA Dues (Director)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
4	2- SHRM - Dues Diector, HR Consultant)	\$ 438.00	\$ 438.00	\$ 438.00	\$ 438.00
5	5 - WCHR Association Dues (Director, HR Consultants, Safety Officer, H Technician)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
6	Career Fairs/Recruitment Events	\$ 1,000.00	\$ 450.00	\$ 1,000.00	\$ 1,000.00
7		\$ 65,000.00			
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 67,335.00	\$ 1,785.00	\$ 2,335.00	\$ 2,335.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: COMMUNITY RELATIONS & DEV.

DEPARTMENT OVERVIEW:

The Community Relations Department engages state and local units of government, private and public organizations, civil and human rights groups, local community leaders, and citizens of Goldsboro in diverse ways. The Department serves as the City's arbitrator, in cases involving conflicts and tensions arising from differences of race, color, national origin, gender, gender identity, sexual orientation, religion, employment, housing, federal laws, disability, and housing discriminations. The Community Relations Department is committed to assisting the citizens of Goldsboro to develop mechanisms and strategies that ensure racial and cultural harmony.

The Community Relations Department also administers the City's Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. These funds, provided by the U.S. Department of Housing and Urban Development (HUD), allow the City to assist low-to-moderate-income citizens of Goldsboro in improving their quality of life through housing and community development programs. Some programs include rehabilitation of owner-occupied single-family housing, homebuyer assistance for first-time homebuyers, funding public services agencies, construction of affordable housing activities, and demolishing dilapidated housing units.

GOALS/MAJOR OBJECTIVES:

- Promote an unbiased social environment for cultural awareness and sensitivity.
- Engage the community in diversity by way of cultural activities.
- Develop and maintain partnerships that build inclusion and grow relationships.
- Create and connect the community with housing and economic opportunities.
- Create more affordable housing options with available HUD resources.
- Ensure data-driven Annual Action Plans are submitted to HUD.
- Continue housing partnership with the North Carolina Housing Finance Agency to preserve current housing stock.

SIGNIFICANT BUDGET ISSUES:

- None at this time

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:	11-General Fund		Dept. Head	Felecia Williams					
Dept #:	1017	Community Relations & Development ~ = Division by Zero							
Division:	1017	~ * = Change < \$500							
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 50,141.32	\$ 164,615.00	\$ 164,615.00	\$ 106,196.86	\$ 162,703.71	-1.16%	\$ 166,771.30	1.31%
1213	Salaries & Wages-Administration	\$ 63,514.30		\$ -	\$ -	\$ -	*	\$ -	*
1214	Salaries & Wages-Rehabilitation	\$ (1,349.88)		\$ -	\$ -	\$ -	*	\$ -	*
1220	Salaries & Wages Overtime	\$ 5.63		\$ -	\$ -	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time	\$ 6,697.37		\$ -	\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 618.24		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 751.00	\$ 900.00	\$ 900.00	\$ 323.00	\$ 900.00	0.00%	\$ 900.00	0.00%
1280	Vacation Pay Out	\$ 1,107.04		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 9,278.98	\$ 6,365.00	\$ 6,365.00	\$ 8,148.77	\$ 12,515.68	96.63%	\$ 12,826.85	101.52%
1811	Social Security-Administration	\$ (52.27)		\$ -	\$ -	\$ -	*	\$ -	*
1812	Social Security-Rehabilitation	\$ (142.17)		\$ -	\$ -	\$ -	*	\$ -	*
1821	NCLGERS-Retirement	\$ 12,515.32	\$ 10,343.00	\$ 10,343.00	\$ 13,751.71	\$ 21,121.24	104.21%	\$ 21,646.37	109.29%
1822	401-K Retirement	\$ 4,323.31	\$ 3,328.00	\$ 3,328.00	\$ 4,260.79	\$ 6,544.15	96.64%	\$ 6,706.85	101.53%
1823	NCLGERS Retirement-Administration	\$ (55.29)		\$ -	\$ -	\$ -	*	\$ -	*
1824	NCLGERS Retirement-Rehabilitation	\$ (64.34)		\$ -	\$ -	\$ -	*	\$ -	*
1830	Hospital Insurance	\$ 9,216.80	\$ 22,191.00	\$ 22,191.00	\$ 22,104.00	\$ 22,104.00	-0.39%	\$ 22,104.00	-0.39%
1831	Hospital Insurance-Administration	\$ 35.13		\$ -	\$ -	\$ -	*	\$ -	*
1832	Hospital Insurance-Rehabilitation	\$ (368.54)		\$ -	\$ -	\$ -	*	\$ -	*
1835	Group Term Life Insurance Coverage	\$ 54.04	\$ 114.00	\$ 114.00	\$ 105.12	\$ 105.12	*	\$ 105.12	*
1860	Worker's Comp Claims Cost		\$ 500.00	\$ 500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 381.22	\$ 404.00	\$ 404.00	\$ 1,030.00	\$ 1,096.00	171.29%	\$ 1,096.00	171.29%
1899	Less: Reimbursed by Grants		\$ (82,308.00)	\$ (103,312.00)	\$ -	\$ (81,352.00)	*	\$ (81,352.00)	*
	Total Salaries & Benefits	\$ 156,607.21	\$ 126,452.00	\$ 105,448.00	\$ 155,920.26	\$ 145,737.90	15.25%	\$ 150,804.49	19.26%
1932	Medical Exams	\$ 208.00		\$ -	\$ -	\$ 58.00	*	\$ 58.00	*
2201	Comm/Empl Awards & Functions		\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
2202	Luncheon/Dinner Meetings		\$ 500.00	\$ 500.00	\$ 100.00	\$ 300.00	*	\$ 100.00	*
2203	Employee Appreciation	\$ 52.54	\$ 51.00	\$ 51.00	\$ -	\$ 60.00	*	\$ 60.00	*
2323	Training	\$ 712.00	\$ 2,630.00	\$ 2,630.00	\$ -	\$ 1,000.00	-61.98%	\$ 500.00	*
2601	Office Supplies		\$ 700.00	\$ 700.00	\$ 1,230.00	\$ 700.00	0.00%	\$ 700.00	0.00%
2702	Advertising Legal Disp Admin (1217)	\$ 575.04		\$ -	\$ -	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 527.09	\$ 1,200.00	\$ 1,200.00	\$ 735.43	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
3121	Travel	\$ 175.00	\$ 1,807.00	\$ 1,807.00	\$ -	\$ 10,618.00	487.60%	\$ 10,157.00	462.09%
3250A	Postage-Internal Charges only!	\$ 221.05	\$ 300.00	\$ 300.00	\$ 209.90	\$ 397.00	*	\$ 397.00	*
3421	Copy Machine Cost	\$ 1,876.32	\$ 200.00	\$ 200.00	\$ 1,160.54	\$ 1,930.00	865.00%	\$ 1,930.00	865.00%
3521	Office Machine Maintenance	\$ 153.15	\$ 1,650.00	\$ 1,650.00	\$ 600.00	\$ 1,650.00	0.00%	\$ 1,650.00	0.00%
3700	Advertising	\$ 1,000.00	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	*	\$ 200.00	*

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:	11-General Fund		Dept. Head	Felecia Williams					
Dept #:	1017	Community Relations & Development		~ = Division by Zero					
Division:	1017	~		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3829	Comm Rel-MLK Commem. Exp.(8219)	\$ 2,251.00		\$ -	\$ -	\$ -	*	\$ -	*
3830	Comm Rel-Comm Disability Exp.(8220)	\$ 279.33		\$ -	\$ -	\$ -	*	\$ -	*
3831	Comm Rel-Mayor's Youth Counc (8221)	\$ 34.77		\$ -	\$ -	\$ -	*	\$ -	*
3914	Contract Services	\$ 2,475.00	\$ 45,395.00	\$ 45,395.00	\$ -	\$ 42,000.00	-7.48%	\$ 27,000.00	-40.52%
4511	Multi-Peril Insurance	\$ 624.00	\$ 661.00	\$ 661.00	\$ 680.00	\$ 793.00	19.97%	\$ 793.00	19.97%
4912	Fees & Dues	\$ 100.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 500.00	*	\$ 200.00	*
74001	Ineligible Grant Costs - CDBG	\$ 38,528.64	\$ -	\$ 77,289.95	\$ -	\$ -	*	\$ -	*
9561	Office Supplies	\$ 206.30	\$ 300.00	\$ 300.00	\$ 218.90	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 49,999.23	\$ 60,644.00	\$ 137,933.95	\$ 5,984.77	\$ 66,706.00	10.00%	\$ 50,245.00	-17.15%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Community Relations & Development-~ Bud	\$ 206,606.44	\$ 187,096.00	\$ 243,381.95	\$ 161,905.03	\$ 212,443.90	13.55%	\$ 201,049.49	7.46%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Felecia Williams		Green Cell - Department Input	
Dept #:	Community Relations & Development - 1017				
Division:	~ - 1017				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		3 FTE's	\$ 164,615.00	\$ 106,196.86	\$ 162,703.71	\$ 166,771.30
1213	Salaries & Wages-Administration		Do Not Use	\$ -	\$ -	\$ -	\$ -
1214	Salaries & Wages-Rehabilitation		Do Not Use	\$ -	\$ -	\$ -	\$ -
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -	
1260	Salaries & Wages Part-Time	PT/TP		\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus			\$ -			
1278	Wellness Earnings		\$300 per participating employee per year	\$ 900.00	\$ 323.00	\$ 900.00	\$ 900.00
1280	Vacation Pay Out			\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 6,365.00	\$ 8,148.77	\$ 12,515.68	\$ 12,826.85
1811	Social Security-Administration		Do Not Use	\$ -	\$ -	\$ -	\$ -
1812	Social Security-Rehabilitation		Do Not Use	\$ -	\$ -	\$ -	\$ -
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 10,343.00	\$ 13,751.71	\$ 21,121.24	\$ 21,646.37
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 3,328.00	\$ 4,260.79	\$ 6,544.15	\$ 6,706.85
1823	NCLGERS Retirement-Administration		Do Not Use	\$ -	\$ -	\$ -	\$ -
1824	NCLGERS Retirement-Rehabilitation		Do Not Use	\$ -	\$ -	\$ -	\$ -
1830	Hospital Insurance		# FTE X \$7,800 (\$614 per employee per month)	\$ 22,191.00	\$ 22,104.00	\$ 22,104.00	\$ 22,104.00
1831	Hospital Insurance-Administration		Do Not Use	\$ -	\$ -	\$ -	\$ -
1832	Hospital Insurance-Rehabilitation		Do Not Use	\$ -	\$ -	\$ -	\$ -
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 114.00	\$ 105.12	\$ 105.12	\$ 105.12
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 500.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 404.00	\$ 1,030.00	\$ 1,096.00	\$ 1,096.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ (82,308.00)		\$ (81,352.00)	\$ (81,352.00)
Total Salaries & Benefits				\$ 126,452.00	\$ 155,920.26	\$ 145,737.90	\$ 150,804.49
1932	Medical Exams			\$ -	\$ -	\$ 58.00	\$ 58.00
2201	Comm/Empl Awards & Functions		To support department sponsored events (i.e. Interfaith Breakfast, Juneteenth, etc.)	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
2202	Luncheon/Dinner Meetings		Staff to attend community sponsored events	\$ 500.00	\$ 100.00	\$ 300.00	\$ 100.00
2203	Employee Appreciation		3 FTE x \$20 per employee	\$ 51.00	\$ -	\$ 60.00	\$ 60.00
2323	Training	Y	Trainings related to Community Relations (Racial Equity, Fair Housing, Diversity, Inclusion, etc.)	\$ 2,630.00	\$ -	\$ 1,000.00	\$ 500.00
2601	Office Supplies		To purchase necessary day-to-day supplies (i.e. copy paper, ink, toner, pens, training notebooks, special program paper, etc.)	\$ 700.00	\$ 1,230.00	\$ 700.00	\$ 700.00
2702	Advertising Legal Disp Admin (1217)			\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET Fiscal Year FY23-24			Blue Font - Detail Schedule Requested				
Fund:	11-General Fund	Dept. Head-Felecia Williams	Green Cell - Department Input				
Dept #:	Community Relations & Development - 1017						
Division:	~ - 1017						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
2993	Operational Supplies		To purchase/replace supplies and minor equipment necessary for day-to-day department operations (i.e. monitors, keyboards, chairs, etc.)	\$ 1,200.00	\$ 735.43	\$ 1,200.00	\$ 1,200.00
3121	Travel	Y	Meals, lodging, per diem, travel, and conference registrations (GYC conferences & Staff trainings)	\$ 1,807.00	\$ -	\$ 10,618.00	\$ 10,157.00
3250A	Postage-Internal Charges only!			\$ 300.00	\$ 209.90	\$ 397.00	\$ 397.00
3421	Copy Machine Cost		Rental cost and overage charges associated with printers and computers	\$ 200.00	\$ 1,160.54	\$ 1,930.00	\$ 1,930.00
3521	Office Machine Maintenance		Cost and repair associated with printers and computers	\$ 1,650.00	\$ 600.00	\$ 1,650.00	\$ 1,650.00
3700	Advertising		Goldsboro News-Argus: Legal and non-legal advertising for department projects/programs	\$ 200.00	\$ -	\$ 200.00	\$ 200.00
3829	Comm Rel-MLK Commem. Exp.(8219)		To support 2024 MLK Luncheon: will generate ticket sales which will be returned to this line item	\$ -	\$ -	\$ -	\$ -
3830	Comm Rel-Comm Disability Exp.(8220)			\$ -	\$ -	\$ -	\$ -
3831	Comm Rel-Mayor's Youth Counc (8221)		To cover cost of registration for no more than 5 GYC Members & 2 staff to attend annual conferences & end-of-year awards ceremony	\$ -	\$ -	\$ -	\$ -
3914	Contract Services	Y	Work Write-ups/Assessments for construction and rehab. projects	\$ 45,395.00	\$ -	\$ 42,000.00	\$ 27,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 661.00	\$ 680.00	\$ 793.00	\$ 793.00
4912	Fees & Dues	Y	Annual Youth Council Charter Dues/N.C. Dept. of Administration/Annual Charter cost	\$ 50.00	\$ 50.00	\$ 500.00	\$ 200.00
74001	Ineligible Grant Costs - CDBG			\$ -			
9561	Office Supplies			\$ 300.00	\$ 218.90	\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 60,644.00	\$ 5,984.77	\$ 66,706.00	\$ 50,245.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Community Relations & Development-~ B				\$ 187,096.00	\$ 161,905.03	\$ 212,443.90	\$ 201,049.49

SUPPORTING SCHEDULE

Fiscal Year FY23-24
Dept. Head-Felecia Williams

Fund: 11-General Fund
Dept #: Community Relations & Development - 1017
Division: ~ - 1017
Account: 2323 Training

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Local/Online trainings related to Community Relations	\$ 500.00	\$ -	\$ 1,000.00	\$ 500.00
2		\$ 500.00	\$ -	\$ -	
3		\$ 1,375.00	\$ -	\$ -	
4		\$ 255.00	\$ -	\$ -	
5					
6					
7					
8					
9					
10					
	Total - 2323 Training	\$ 2,630.00	\$ -	\$ 1,000.00	\$ 500.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund: 11-General Fund				Dept. Head-Felecia Williams		
Dept #: Community Relations & Development - 1017						
Division: ~ - 1017						
Account: 3121 Travel						
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		State Youth Council Team Building (Location TBD) @ \$51 per diem X 5 GYC members + 2 staff + van rental of \$184 + hotel rooms (approx.\$65/night x 2 nights for GYC members & approx. \$175/night x 2 nights for 2 staff) + registration (approx. \$75 x 7 attendees)	\$ 541.00		\$ 2,416.00	\$ 2,416.00
2		State Youth Council Service Learning Conference (Location TBD by State office) @ \$51 per diem x 5 GYC members + 2 staff + van rental of \$184 + registration (approx. \$75) x 7 attendees (5 GYC + 2 staff)	\$ 541.00		\$ 1,066.00	\$ 1,066.00
3		State Youth Council Spring Convention (Location TBD) @ \$51 per diem X 5 GYC members + 2 staff + van rental of \$184 + hotel rooms (approx.\$65/night x 2 nights for GYC members & approx. \$175/night x 2 nights for 2 staff) + registration (approx. \$75 x 7 attendees)	\$ 541.00		\$ 2,416.00	\$ 1,955.00
4		Annual Youth Legislative Assembly (YLA) at N.C. General Assembly @\$51 per diem x 5 GYC members + 2 staff + van rental of \$184 + hotel room @ \$280/person	\$ 184.00		\$ 2,685.00	\$ 2,685.00
5		Affordable Housing Seminar by UNC SOG /Registration @ \$200 x 2 staff + mileage reimbursement (TBD)			\$ 520.00	\$ 520.00
6		2024 Annual NCCDA Housing Solutions Training Conference (Location TBD) @ \$400 registration x 3 staff + \$51 per diem x 3 staff + mileage reimbursement (TBD)			\$ 1,515.00	\$ 1,515.00
7						
8						
9						
10						
Total - 3121 Travel			\$ 1,807.00	\$ -	\$ 10,618.00	\$ 10,157.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Community Relations & Development - 1017
Division: ~ - 1017
Account: 3914 Contract Services

Dept. Head-Felecia Williams

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Work Write-ups/Assessments for construction and rehab. projects	\$ 45,395.00	\$ -	\$ 10,000.00	\$ 10,000.00
2	Lead for NC Fellow/UNC SOG/City Contribution			\$ 17,000.00	\$ 17,000.00
3	Housing & Community Development Software/To assist with preparing legal housing documents, performing underwriting, preparing loan agreements			\$ 15,000.00	\$ -
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
Total - 3914 Contract Services		\$ 45,395.00	\$ -	\$ 42,000.00	\$ 27,000.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Felecia Williams			
Dept #:	Community Relations & Development - 1017					
Division:	~ - 1017					
Account:	4912 Fees & Dues					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Annual Youth Council Charter Dues/N.C. Dept. of Administration/Annual Charter cost	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
2		NC Community Development Association (NCCDA) Membership x 3 staff @\$150/person/year			\$ 450.00	\$ 150.00
3						
4						
5						
6						
7						
8						
9						
		Total - 4912 Fees & Dues	\$ 50.00	\$ 50.00	\$ 500.00	\$ 200.00

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: GENERAL GOV/PARAMOUNT THEATRE

DEPARTMENT OVERVIEW:

The Paramount Theatre is a historically significant and vital cultural resource within the City of Goldsboro. The Paramount strives to enhance quality of life by providing a safe, professional venue for diverse cultural enrichment, where citizens can both participate in the performing arts, and see outstanding professional local talent and touring artists from beyond the region. The Paramount seeks to remain a cultural resource to all citizens and partners with many local arts and community organizations to ensure broad impact with accessible arts programming.

GOALS/MAJOR OBJECTIVES:

- Increase efficacy of our programming through increased ticket sales, rentals and strategic facility use.
- Enhance revenue-producing box office service to renters, for both on-site and livestreamed performances.
- Develop mission-specific community relationships to increase youth attendance, and diversity both on stage and in the audience.
- Ensure that facility and equipment are current and well maintained to preserve City investment and enhance theatre profile.
- Incorporate grant-funding for outreach, residency, and music, theatre, and dance workshops with broad benefit to the community.

SIGNIFICANT BUDGET ISSUES:

1. Full-time Technical Director is essential and industry standard, ensuring public safety and preservation of investment in facility and equipment. Cost of this position is offset by cost savings on PT staff, repair/maintenance of facility and equipment, and enhanced efficiency.
2. Full-time Administrator/Box Office Manager is warranted and industry standard. Cost of this position is offset by cost-avoidance for PT as well as greater efficiency.
3. Capital request includes replacement of functional but obsolete and irreparable HVAC controls system.

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	11-General Fund	Dept. Head	Adam Twiss
Dept #:	1018	~ = Division by Zero	
Division:	1018	* = Change < \$500	
Purple Cell-Finance Input			

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 127,896.57	\$ 139,663.00	\$ 139,663.00	\$ 139,663.00	\$ 227,312.42	62.76%	\$ 193,527.06	38.57%
1220	Salaries & Wages Overtime	\$ 2,221.38	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	-40.00%	\$ 1,500.00	-40.00%
1224	Cell Phone Stipend	\$ 692.25	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	0.00%	\$ 700.00	0.00%
1260	Salaries & Wages Part-Time	\$ 52,733.16	\$ 55,000.00	\$ 55,000.00	\$ 75,000.00	\$ 80,000.00	45.45%	\$ 80,000.00	45.45%
1262	Salaries & Wages Perm. Part-Time	\$ 49,097.33	\$ 59,171.00	\$ 59,171.00	\$ 59,170.00	\$ 40,950.00	-30.79%	\$ 60,649.25	2.50%
1275	Salaries & Wages Bonus	\$ 1,548.84		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ -	\$ -	*	\$ 400.00	*
1278	Wellness Earnings	\$ 577.00	\$ 1,500.00	\$ 1,500.00	\$ 700.00	\$ 1,500.00	0.00%	\$ 1,200.00	-20.00%
1810	Social Security	\$ 17,404.29	\$ 19,778.00	\$ 19,778.00	\$ 21,170.07	\$ 26,925.13	36.14%	\$ 25,855.19	30.73%
1821	NCLGERS-Retirement	\$ 20,623.59	\$ 25,299.00	\$ 25,299.00	\$ 35,726.23	\$ 45,438.35	79.61%	\$ 33,304.74	31.64%
1822	401-K Retirement	\$ 7,229.75	\$ 8,141.00	\$ 8,141.00	\$ 11,069.32	\$ 14,078.50	72.93%	\$ 10,319.05	26.75%
1830	Hospital Insurance	\$ 13,536.68	\$ 14,794.00	\$ 14,794.00	\$ 14,736.00	\$ 29,472.00	99.22%	\$ 22,104.00	49.41%
1835	Group Term Life Insurance Coverage	\$ 73.12	\$ 76.00	\$ 76.00	\$ 70.08	\$ 140.16	*	\$ 140.16	*
1860	Worker's Comp Claims Cost		\$ 200.00	\$ 200.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 1,570.05	\$ 1,664.00	\$ 1,664.00	\$ 1,588.00	\$ 1,690.00	1.56%	\$ 1,690.00	1.56%
1899	Less: Reimbursed by Grants		\$ -	\$ (40,541.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 295,204.01	\$ 328,486.00	\$ 287,945.00	\$ 361,092.70	\$ 469,706.55	42.99%	\$ 431,389.45	31.33%
1915	Bank Fees	\$ 991.87	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	0.00%	\$ 950.00	0.00%
1932	Medical Exams	\$ 123.00	\$ 60.00	\$ 60.00	\$ -	\$ 60.00	*	\$ 60.00	*
2111	Cleaning Supplies	\$ 3,422.41	\$ 3,100.00	\$ 3,100.00	\$ 2,800.00	\$ 2,800.00	-9.68%	\$ 2,800.00	-9.68%
2121	Uniforms	\$ 93.50	\$ 400.00	\$ 400.00	\$ 200.00	\$ 400.00	*	\$ -	*
2203	Employee Appreciation		\$ 102.00	\$ 102.00	\$ 102.00	\$ 400.00	*	\$ 400.00	*
2391	First Aid		\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	*	\$ 75.00	*
2601	Office Supplies		\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*
2926	Food & Beverage Resale-PARAMOUNT	\$ 5,044.80	\$ 2,200.00	\$ 2,200.00	\$ 4,000.00	\$ 4,500.00	104.55%	\$ 4,500.00	104.55%
2929	Alcohol for Resale-PARAMOUNT	\$ 1,521.12	\$ 1,500.00	\$ 1,500.00	\$ 1,750.00	\$ 2,000.00	33.33%	\$ 2,000.00	33.33%
2932	Food & Beverage Commiss-PARAMOUNT		\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	0.00%	\$ 850.00	0.00%
2993	Operational Supplies	\$ 7,321.16	\$ 4,900.00	\$ 4,900.00	\$ 7,000.00	\$ 7,500.00	53.06%	\$ 7,500.00	53.06%
3121	Travel		\$ 2,535.00	\$ 2,535.00	\$ 985.00	\$ 2,485.00	-1.97%	\$ 2,485.00	-1.97%
3210	Telephone & Communication Svcs	\$ 417.89		\$ -	\$ 490.00	\$ 490.00	*	\$ 490.00	*
3250	Postage		\$ 50.00	\$ 50.00	\$ 25.00	\$ 25.00	*	\$ 25.00	*
3250A	Postage-Internal Charges only!	\$ 8.49	\$ 50.00	\$ 50.00	\$ 25.00	\$ 27.00	*	\$ 27.00	*
3310	Electricity	\$ 34,347.80	\$ 27,140.00	\$ 27,140.00	\$ 32,000.00	\$ 27,000.00	-0.52%	\$ 27,000.00	-0.52%
3330	Natural Gas	\$ 763.23	\$ 800.00	\$ 800.00	\$ 1,300.00	\$ 1,300.00	62.50%	\$ 1,300.00	62.50%
3410	Printing	\$ 1,185.15	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Adam Twiss			
Dept #:		1018	Paramount		~ = Division by Zero				
Division:		1018	Paramount		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3421	Copy Machine Cost	\$ 359.85	\$ 350.00	\$ 350.00	\$ 550.00	\$ 550.00	57.14%	\$ 550.00	57.14%
3511	Building Maintenance	\$ 31,010.33	\$ 40,207.00	\$ 62,707.00	\$ 73,000.00	\$ 48,000.00	19.38%	\$ 43,680.00	8.64%
3700	Advertising	\$ 4,582.62	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	0.00%	\$ 5,800.00	0.00%
3813	Paramount Ticket Payments	\$ 283,696.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	0.00%	\$ 300,000.00	0.00%
4511	Multi-Peril Insurance	\$ 9,048.25	\$ 9,590.00	\$ 9,590.00	\$ 10,047.00	\$ 11,710.00	22.11%	\$ 11,710.00	22.11%
4911	Subscriptions		\$ 162.00	\$ 162.00	\$ 162.00	\$ 170.00	*	\$ 170.00	*
4912	Fees & Dues	\$ 1,518.21	\$ 1,890.00	\$ 1,890.00	\$ 1,867.00	\$ 1,965.00	3.97%	\$ 1,965.00	3.97%
4924	Performance Series	\$ 35,727.92	\$ 42,000.00	\$ 42,000.00	\$ 44,420.00	\$ 60,300.00	43.57%	\$ 60,300.00	43.57%
9561	Office Supplies		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
	Total Operating Expenditures	\$ 421,183.60	\$ 447,261.00	\$ 469,761.00	\$ 490,948.00	\$ 481,907.00	7.75%	\$ 477,187.00	6.69%
5189	HVAC				\$ -	\$ 56,150.00	~	\$ -	*
5527	Miscellaneous Equipment				\$ -	\$ 10,000.00	~	\$ -	*
5816	Furnace/Electric Air Conditioner		\$ 28,500.00	\$ 62,524.43	\$ 31,873.00	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 28,500.00	\$ 62,524.43	\$ 31,873.00	\$ 66,150.00	132.11%	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Paramount-Paramount Budget	\$ 716,387.61	\$ 804,247.00	\$ 820,230.43	\$ 883,913.70	\$ 1,017,763.55	26.55%	\$ 908,576.45	12.97%

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Adam Twiss	Green Cell - Department Input	
Dept #:	Paramount - 1018			
Division:	Paramount - 1018			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		3 FTE's (1 New FTE Technical Director)	\$ 139,663.00	\$ 139,663.00	\$ 227,312.42	\$ 193,527.06
1220	Salaries & Wages Overtime		consistent and realistic projection	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
1224	Cell Phone Stipend		consistent and realistic projection	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
1260	Salaries & Wages Part-Time	PT/TP	PT/TP and PPT labor is an essential part of our business model; we supplement FTE's with PT/TP and PPT to maximize cost-effective operations. The more revenue producing activity we have at the theatre, the more labor we need, with the additional cost passed on to the renter.	\$ 55,000.00	\$ 75,000.00	\$ 80,000.00	\$ 80,000.00
1262	Salaries & Wages Perm. Part-Time	PPT	3 PPT's	\$ 59,171.00	\$ 59,170.00	\$ 40,950.00	\$ 60,649.25
1275	Salaries & Wages Bonus			\$ -			\$ -
1277	Clothing Allowance						\$ 400.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 1,500.00	\$ 700.00	\$ 1,500.00	\$ 1,200.00
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 19,778.00	\$ 21,170.07	\$ 26,925.13	\$ 25,855.19
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 25,299.00	\$ 35,726.23	\$ 45,438.35	\$ 33,304.74
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 8,141.00	\$ 11,069.32	\$ 14,078.50	\$ 10,319.05
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 14,794.00	\$ 14,736.00	\$ 29,472.00	\$ 22,104.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 76.00	\$ 70.08	\$ 140.16	\$ 140.16
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 200.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 1,664.00	\$ 1,588.00	\$ 1,690.00	\$ 1,690.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 328,486.00	\$ 361,092.70	\$ 469,706.55	\$ 431,389.45
1915	Bank Fees		consistent and realistic projection	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00
1932	Medical Exams			\$ 60.00	\$ -	\$ 60.00	\$ 60.00
2111	Cleaning Supplies		initiated cost-saving purchasing through new vendors	\$ 3,100.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00
2121	Uniforms			\$ 400.00	\$ 200.00	\$ 400.00	\$ -
2203	Employee Appreciation		\$20 per employee (FT, PT/TP, PPT) 2+15+3 = 20 x \$20 =	\$ 102.00	\$ 102.00	\$ 400.00	\$ 400.00
2391	First Aid			\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
2601	Office Supplies			\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
2926	Food & Beverage Resale-PARAMOUNT		Concessions sales process has been very successful. We expect sales and revenue to continue growing, so cost will also rise. \$1 of expense nets average of \$3 in revenue	\$ 2,200.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00
2929	Alcohol for Resale-PARAMOUNT		Same justification as food and bev #2926	\$ 1,500.00	\$ 1,750.00	\$ 2,000.00	\$ 2,000.00
2932	Food & Beverage Commiss-PARAMOUNT		consistent and realistic projection	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00
2993	Operational Supplies		Activity has increased and supply costs have increased	\$ 4,900.00	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00
3121	Travel	Y	Return to prepandemic activity level, this is consistent	\$ 2,535.00	\$ 985.00	\$ 2,485.00	\$ 2,485.00

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Adam Twiss	Green Cell - Department Input	
Dept #:	Paramount - 1018			
Division:	Paramount - 1018			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
3210	Telephone & Communication Svcs			\$ -	\$ 490.00	\$ 490.00	\$ 490.00
3250	Postage			\$ 50.00	\$ 25.00	\$ 25.00	\$ 25.00
3250A	Postage-Internal Charges only!			\$ 50.00	\$ 25.00	\$ 27.00	\$ 27.00
3310	Electricity		Cost-saving mini-splits were installed 7-months later than expected, so cost reduction for 2023 will not be fully seen till 2024. Projected \$27K expense is conservative and may be considerably lower.	\$ 27,140.00	\$ 32,000.00	\$ 27,000.00	\$ 27,000.00
3330	Natural Gas		consistent annual use, utility cost is higher	\$ 800.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
3410	Printing		consistent and realistic projection	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
3421	Copy Machine Cost		consistent and realistic projection	\$ 350.00	\$ 550.00	\$ 550.00	\$ 550.00
3511	Building Maintenance	Y	2023 included a \$22,500 roofing repair. 2024 includes general maintenance as well as \$24000 HVAC service, \$5000 Elevator service, \$700 exterminator service, \$1300 sprinkler system, \$600 alarm system, \$600 extinguisher inspection, \$3200 rigging inspection, \$3500 FOB reader installed on front of building.	\$ 40,207.00	\$ 73,000.00	\$ 48,000.00	\$ 43,680.00
3700	Advertising		consistent and realistic projection	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00
3813	Paramount Ticket Payments		This is a number we want to be high, it represents ticket sales on behalf of renters, paid out to them. Higher number means we had higher activity and retained more. We are on target for budget.	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 9,590.00	\$ 10,047.00	\$ 11,710.00	\$ 11,710.00
4911	Subscriptions	Y		\$ 162.00	\$ 162.00	\$ 170.00	\$ 170.00
4912	Fees & Dues	Y	Annual fees for 3 music licensing services	\$ 1,890.00	\$ 1,867.00	\$ 1,965.00	\$ 1,965.00
4924	Performance Series	Y	Paramount is back to pre-pandemic levels of activity, and this season will require a pre-pandemic level of budget. The selections are strategic and represent outstanding artists and material, but also reflect diverse and underserved populations in our community. We anticipate this expense to be positively offset by a combination of grant funding and ticket sales.	\$ 42,000.00	\$ 44,420.00	\$ 60,300.00	\$ 60,300.00
9561	Office Supplies			\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Total Operating Expenditures				\$ 447,261.00	\$ 490,948.00	\$ 481,907.00	\$ 477,187.00
5189	HVAC		HVAC controls		\$ -	\$ 56,150.00	\$ -
5527	Miscellaneous Equipment		Wheelchair lift		\$ -	\$ 10,000.00	\$ -
5816	Furnace/Electric Air Conditioner		See Capital Outlay Schedule	\$ 28,500.00	\$ 31,873.00	\$ -	\$ -
Total Capital Outlay				\$ 28,500.00	\$ 31,873.00	\$ 66,150.00	\$ -

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Adam Twiss					Green Cell - Department Input
Dept #:	Paramount - 1018						
Division:	Paramount - 1018						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
	Total Debt Service			\$ -			\$ -
	Total Paramount-Paramount Budget			\$ 804,247.00	\$ 883,913.70	\$ 1,017,763.55	\$ 908,576.45

CAPITAL OUTLAY				Fiscal Year FY23-24												
Fund:		11-General Fund		Dept. Head-Adam Twiss												
Dept #:		Paramount - 1018														
Division:		Paramount - 1018														
		Current Asset Information								Replacement Asset Information						
		Maintenance Cost History														
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1														\$ -	\$ -	
2	5527	N/A				N/A						wheelchair lift	Repair or replacement of current unit out of service	\$ 10,000.00	\$ -	
3																
4	5189											HVAC Controls System	Current system is functional but obsolete and cannot be repaired. It will fail, it's just a matter of time. Estimate for state of the art replacement provided from Piedmont/CMS controls	\$ 56,150.00	\$ -	
5																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 66,150.00	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Adam Twiss		
Dept #:	Paramount - 1018					
Division:	Paramount - 1018					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NC Presenters Consortium Summer Meeting - Adam Twiss (\$110 registration; \$110 mileage; \$330 hotel; \$50 meals)	\$ 100.00	\$ 100.00	\$ 400.00	\$ 400.00
2	NC Presenters Consortium Summer Meeting - Service Manager (\$110 registration; \$172 mileage; \$330 hotel; \$120 meals)	\$ -		\$ 400.00	\$ 400.00
3	Arts Market - Every other year - Adam Twiss (\$125 registration; \$419.86 hotel & meal reimbursement)	\$ 100.00	\$ 100.00	\$ 200.00	\$ 200.00
4	Arts Market - Every other year - Service Manager (\$599.02 hotel & meal reimbursement)	\$ 100.00	\$ 100.00	\$ 200.00	\$ 200.00
5	NC Presenters Consortium - Bull Chat - Adam Twiss (ArtsMarket off years) (\$60 regsitration; \$250 hotel; \$25 mileage; \$60 meals)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
6	DGDC Annual Banquet - Adam Twiss	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
7	Local Meetings and Events (Chamber of Commerce, United Way, Community Afffairs, Arts Council of Wayne County)	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
8	SouthArts - Performing Arts Exchange (no longer exists)	\$ -	\$ -	\$ -	\$ -
9	APAP or other showcasing conference - Adam Twiss - \$300 membership; \$900 Registration; \$1,025 Hotel (5 nights @ \$205); \$200 flight (shared expense with Paramount Theatre Foundation)	\$ 200.00	\$ 200.00	\$ 600.00	\$ 600.00
10	NC Presenters Consortium - Winter Meeting - Adam Twiss (\$125 registration; \$125 hotel; \$125 mileage)	\$ 200.00	\$ 200.00	\$ 400.00	\$ 400.00
11					
	Total - 3121 Travel	\$ 985.00	\$ 985.00	\$ 2,485.00	\$ 2,485.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Paramount - 1018
Division: Paramount - 1018
Account: 3511 Building Maintenance

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		\$ 40,207.00	\$ 73,000.00		
2	Piedmont HVAC Full service contract			\$ 24,000.00	\$ 24,000.00
3	Southern Elevator			\$ 5,000.00	\$ 5,000.00
4	Griffin monthly exterminator service			\$ 700.00	\$ 700.00
5	Crossroads Fire Protection-sprinkler system service & inspection			\$ 1,300.00	\$ 1,300.00
6	Telecommunications Inc-Fire alarm service & inspection			\$ 600.00	\$ 600.00
7	Buck's Fire-estinguisher service & inspection			\$ 600.00	\$ 600.00
8	Stage Rigging Co - annual rigging inspection			\$ 3,200.00	\$ 3,200.00
9	FOB reader installed on front of building (IT dept)			\$ 3,500.00	\$ 3,500.00
10	Miscellaneous-painting/electrical/facility and equipment repairs & upkeep			\$ 9,100.00	\$ 4,780.00
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
Total - 3511 Building Maintenance		\$ 40,207.00	\$ 73,000.00	\$ 48,000.00	\$ 43,680.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Paramount - 1018
Division: Paramount - 1018
Account: 4911 Subscriptions

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Goldsboro News Argus (In 4912 for FY20)	\$ 152.00	\$ 162.00	\$ 170.00	\$ 170.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total - 4911 Subscriptions		\$ 152.00	\$ 162.00	\$ 170.00	\$ 170.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Paramount - 1018
Division: Paramount - 1018
Account: 4912 Fees & Dues

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	ASCAP Music License (covers all City Departments) Credit for 2022	\$ -	\$ 411.00	\$ 435.00	\$ 435.00
2	BMI Music License (covers all City Departments)	\$ 325.00	\$ 352.00	\$ 370.00	\$ 370.00
3	SESAC Music License (covers all City Departments)	\$ 920.00	\$ 1,104.00	\$ 1,160.00	\$ 1,160.00
4					
5					
6					
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 1,245.00	\$ 1,867.00	\$ 1,965.00	\$ 1,965.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Paramount - 1018
Division: Paramount - 1018
Account: 4924 Performance Series

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Diversity Programming: Rueben&Clay-American Idol winners Tour	\$ 3,500.00	\$ 3,500.00	\$ 25,000.00	\$ 25,000.00
2	Diversity Programming: Larry&Joe-Traditional Latin/BG fusion	\$ 8,500.00	\$ 8,600.00	\$ 5,500.00	\$ 5,500.00
3	Diversity Programming: NC Piedmont Laureate-spoken word/jazz	\$ 9,000.00	\$ 8,000.00	\$ 4,000.00	\$ 4,000.00
4	Diversity Programming: Jen Kober-Comedy	\$ 3,500.00	\$ 3,500.00	\$ 5,500.00	\$ 5,500.00
5	NC Symphony Pops	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
6	Youth Program: Reluctant Dragon	\$ 3,500.00	\$ 3,800.00	\$ 2,500.00	\$ 2,500.00
7	Film Series events: Rocky Horror, Princesses & Heroes, Fanfest-2, White Christmas		\$ 3,020.00	\$ 3,800.00	\$ 3,800.00
8					
9					
10					
	Total - 4924 Performance Series	\$ 42,000.00	\$ 44,420.00	\$ 60,300.00	\$ 60,300.00

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		1019		Finance		~ = Division by Zero			
Division:		1019		Postage Service Credits		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	44561 Actual	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
2603	Postage Machine Supplies		\$ 31,952.00	\$ 31,952.00	\$ 22,250.00	\$ 36,368.00	13.82%	\$ 36,368.00	13.82%
4974	Postage Credits	\$ (16,673.53)	\$ (31,952.00)	\$ (31,952.00)	\$ (20,471.84)	\$ (36,368.00)	*	\$ (36,368.00)	*
	Total Operating Expenditures	\$ (16,673.53)	\$ -	\$ -	\$ 1,778.16	\$ -	*	\$ -	*
	Total Finance-Postage Service Credits Budget	\$ (16,673.53)	\$ -	\$ -	\$ 1,778.16	\$ -	*	\$ -	*

JUSTIFICATION SHEET		Fiscal Year FY23-24			Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn			Green Cell - Department Input
Dept #:	Finance - 1019				
Division:	Postage Service Credits - 1019				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
2603	Postage Machine Supplies	Y	See Schedule	\$ 31,952.00	\$ 22,250.00	\$ 36,368.00	\$ 36,368.00
4974	Postage Credits	Y	See Schedule	\$ (31,952.00)	\$ (20,471.84)	\$ (36,368.00)	\$ (36,368.00)
Total Operating Expenditures				\$ -	\$ 1,778.16	\$ -	\$ -
Total Finance-Postage Service Credits Budget				\$ -	\$ 1,778.16	\$ -	\$ -

SUPPORTING SCHEDULE
Fiscal Year FY20-21
Fund: 11-General Fund
Dept. Head-Catherine Gwynn
Dept #: Finance - 1019
Division: Postage Service Credits - 1019
Account: 2603 Postage Machine Supplies

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Monthly Rent \$1,428.00/qtr (Quandient Leasing)		\$ 5,712.00	\$ 5,712.00	\$ 5,712.00
2	Postage Costs		\$ 14,108.00	\$ 28,221.00	\$ 28,221.00
3	Postage Supplies (ink, service kits, etc...)		\$ 750.00	\$ 755.00	\$ 755.00
4	Property taxes on leased equipment		\$ 240.00	\$ 240.00	\$ 240.00
5	Service agreement with Anza Mailing Systems		\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
6					
7					
8					
	Total - 2603 Postage Machine Supplies	\$ -	\$ 22,250.00	\$ 36,368.00	\$ 36,368.00

SUPPORTING SCHEDULE
Fiscal Year FY20-21
Fund: 11-General Fund
Dept. Head-Catherine Gwynn
Dept #: Finance - 1019
Division: Postage Service Credits - 1019
Account: 4974 Postage Credits

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Internal Postage Charges - Acct #3250A				
2	1011	1011-Mayor/Council	\$ (175.00)	\$ (100.00)	\$ (191.00)	\$ (191.00)
3	1012	1012-City Manager	\$ (200.00)	\$ (200.00)	\$ (359.00)	\$ (359.00)
4	1016	1016-HR	\$ (300.00)	\$ (200.00)	\$ (289.00)	\$ (289.00)
5	1017	1017-Community Relations	\$ (300.00)	\$ (209.90)	\$ (397.00)	\$ (397.00)
6	1018	1018-Paramount	\$ (50.00)	\$ (25.00)	\$ (27.00)	\$ (27.00)
7	1020	1020-GEC	\$ (50.00)	\$ (25.00)	\$ (27.00)	\$ (27.00)
8	1024	1024-Inspections	\$ (3,500.00)	\$ (2,500.00)	\$ (4,308.00)	\$ (4,308.00)
9	1025	1025-DGDC	\$ (250.00)	\$ (2.00)	\$ (250.00)	\$ (250.00)
10	1030	1030-Information Technology	\$ (100.00)	\$ (100.00)	\$ (101.00)	\$ (101.00)
11	1111	1111-PW-Admin	\$ (50.00)	\$ -	\$ (50.00)	\$ (50.00)
12	1114	1114-PW-Garage	\$ (10.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)
13	1133	1133-PW-Bldg Maintanance	\$ (10.00)	\$ -	\$ -	\$ -
14	1142	1142-PW-Cemetery	\$ (10.00)	\$ -	\$ (10.00)	\$ (10.00)
15	2111	2111-Finance	\$ (5,000.00)	\$ (5,000.00)	\$ (7,312.00)	\$ (7,312.00)
16	3151	3151-Planning	\$ (6,712.00)	\$ (8,059.65)	\$ (10,316.00)	\$ (10,316.00)
17	4134	4134-PW-Streets	\$ (10.00)	\$ -	\$ (10.00)	\$ (10.00)
18	4143	4143-PW-Solid Waste	\$ (50.00)	\$ (50.00)	\$ (52.00)	\$ (52.00)
19	4172	4172-Engineering	\$ (300.00)	\$ (300.00)	\$ (373.00)	\$ (373.00)
20	5120	5120-Fire	\$ (350.00)	\$ (350.00)	\$ (457.00)	\$ (457.00)
21	6121	6121-Police	\$ (1,200.00)	\$ (1,200.00)	\$ (1,508.00)	\$ (1,508.00)
22	7460	7460-Parks & Rec	\$ (250.00)	\$ (275.00)	\$ (405.00)	\$ (405.00)
23	7461	7461-Golf	\$ (75.00)	\$ -	\$ (10.00)	\$ (10.00)
24	4137	4137-Stormwater	\$ -	\$ -	\$ (2.00)	\$ (2.00)
25	4174	4174-Billing & Meters Services	\$ (200.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)
26	4175	4175-PW-Maintenance	\$ (600.00)	\$ (600.00)	\$ (1,001.00)	\$ (1,001.00)

SUPPORTING SCHEDULE
Fiscal Year FY20-21
Fund: 11-General Fund
Dept. Head-Catherine Gwynn
Dept #: Finance - 1019
Division: Postage Service Credits - 1019
Account: 4974 Postage Credits

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
27	4176	4176-PU-Water	\$ (4,800.00)	\$ (172.14)	\$ (4,859.00)	\$ (4,859.00)
28	4177	4177-PU-Waste	\$ (2,500.00)	\$ (43.15)	\$ (2,509.00)	\$ (2,509.00)
29	4179	4179-PU-Compost	\$ (3,600.00)	\$ -		
30	9077	9077-T & T	\$ (1,300.00)	\$ (850.00)	\$ (1,335.00)	\$ (1,335.00)
		Total - 4974 Postage Credits	\$ (31,952.00)	\$ (20,471.84)	\$ (36,368.00)	\$ (36,368.00)

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: PARKS AND RECREATION – GOLF COURSE/ EVENT CENTER

DEPARTMENT OVERVIEW:

The Goldsboro Event Center is now operated along with the Goldsboro Golf Course dedicated to cultural enrichment, entertainment, and hospitality. The GEC serves as a venue for public and private events, while offering a variety of meeting spaces available for rent to the public at competitive, but favorable rates. Frequent uses include presentations, banquets, weddings, seminars, celebrations, and expositions.

GOALS/MAJOR OBJECTIVES:

- Increase community awareness and usage through effective promotion and consistent high-quality execution.
- Retention of essential part-time staff through efficient time management.
- Collaborate with Golf Course on tournaments and activities for increased revenue-producing facility and bar use.
- Enhance social media and online presence for marketing efficacy.
- Initiate local “Wedding Expo” to be held at GEC annually.

SIGNIFICANT BUDGET ISSUES:

- Essential exterior façade repairs due to long-term weather damage.
- Extensive plumbing repair required inside facility.
- Updating, renovating and improving interior décor inclusive of flooring and interior painting.

EXPENDITURE SHEET **FY23-24 Adopted V. FY22-23 Adopted** **% Δ Incr/(Decr)**
Fund: **11-General Fund** **Dept. Head** **Felicia Brown**
Dept #: **1020** **Parks & Recreation** **~ = Division by Zero**
Division: **1020** **GEC** *** = Change < \$500**
 Purple Cell-Finance Input

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 34,519.27	\$ 47,900.00	\$ 47,900.00	\$ 47,900.00	\$ 50,295.00	5.00%	\$ 51,552.38	7.62%
1224	Cell Phone Stipend		\$ 728.00	\$ 728.00	\$ 720.00	\$ 720.00	-1.10%	\$ 720.00	-1.10%
1260	Salaries & Wages Part-Time	\$ 11,722.66	\$ 8,000.00	\$ 8,000.00	\$ 22,000.00	\$ 25,000.00	212.50%	\$ 25,000.00	212.50%
1262	Salaries & Wages Perm. Part-Time	\$ 5,218.91	\$ 20,178.00	\$ 20,178.00	\$ 11,178.00	\$ 17,000.00	-15.75%	\$ 17,425.00	-13.64%
1275	Salaries & Wages Bonus	\$ 597.68		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 80.78		\$ -	\$ 300.00	\$ 300.00	*	\$ 300.00	*
1280	Vacation Pay Out	\$ 3,172.26		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 4,084.14	\$ 5,876.00	\$ 5,876.00	\$ 6,280.50	\$ 7,138.60	21.49%	\$ 7,267.30	23.68%
1821	NCLGERS-Retirement	\$ 4,973.53	\$ 8,553.00	\$ 8,553.00	\$ 10,598.85	\$ 12,046.97	40.85%	\$ 12,264.16	43.39%
1822	401-K Retirement	\$ 1,743.57	\$ 2,752.00	\$ 2,752.00	\$ 3,283.92	\$ 3,732.60	35.63%	\$ 3,799.90	38.08%
1830	Hospital Insurance	\$ 5,796.55	\$ 7,397.00	\$ 7,397.00	\$ 7,368.00	\$ 7,368.00	-0.39%	\$ 7,368.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 33.64	\$ 38.00	\$ 38.00	\$ 35.04	\$ 35.04	*	\$ 35.04	*
1860	Worker's Comp Claims Cost		\$ 100.00	\$ 100.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 427.88	\$ 454.00	\$ 454.00	\$ 476.00	\$ 506.00	11.45%	\$ 506.00	11.45%
1899	Less: Reimbursed by Grants		\$ -	\$ (12,275.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 72,370.87	\$ 101,976.00	\$ 89,701.00	\$ 110,140.31	\$ 124,142.20	21.74%	\$ 126,237.77	23.79%
1915	Bank Fees	\$ 684.30	\$ 1,200.00	\$ 1,200.00	\$ 3,300.00	\$ 3,000.00	150.00%	\$ 3,000.00	150.00%
1932	Medical Exams	\$ 96.00		\$ -	\$ -	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 1,162.50	\$ 1,500.00	\$ 1,500.00	\$ 1,900.00	\$ 2,300.00	53.33%	\$ 1,900.00	26.67%
2121	Uniforms	\$ 270.00	\$ 500.00	\$ 500.00	\$ -	\$ -	*	\$ -	*
2203	Employee Appreciation		\$ 50.00	\$ 50.00	\$ 50.00	\$ 75.00	*	\$ 75.00	*
2323	Training				\$ -	\$ 400.00	*	\$ 400.00	*
2391	First Aid		\$ 40.00	\$ 40.00	\$ -	\$ -	*	\$ -	*
2601	Office Supplies		\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 400.00	*
2927	Food & Beverage Resale-GEC	\$ 332.17	\$ 1,000.00	\$ 1,000.00	\$ 400.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2930	Alcohol for Resale-GEC	\$ 4,885.48	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 7,000.00	40.00%	\$ 7,000.00	40.00%
2993	Operational Supplies	\$ 3,135.22	\$ 13,000.00	\$ 10,102.00	\$ 8,500.00	\$ 10,000.00	-23.08%	\$ 10,000.00	-23.08%
3121	Travel				\$ -	\$ 2,610.00	~	\$ 2,610.00	~
3210	Telephone & Communication Svcs	\$ 417.89		\$ -	\$ 456.00	\$ -	*	\$ -	*
3250A	Postage-Internal Charges only!	\$ 2.12	\$ 50.00	\$ 50.00	\$ 25.00	\$ 27.00	*	\$ 27.00	*
3310	Electricity	\$ 19,842.59	\$ 14,000.00	\$ 14,000.00	\$ 18,000.00	\$ 20,000.00	42.86%	\$ 20,000.00	42.86%
3330	Natural Gas	\$ 3,627.68	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	0.00%	\$ 2,800.00	0.00%
3410	Printing		\$ 800.00	\$ 800.00	\$ -	\$ 500.00	*	\$ 500.00	*
3421	Copy Machine Cost	\$ 789.72		\$ -	\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET FY23-24 Adopted V. FY22-23 Adopted % Δ Incr/(Decr) Fund: 11-General Fund Dept. Head Felicia Brown Dept #: 1020 Parks & Recreation ~ = Division by Zero Division: 1020 GEC * = Change < \$500 Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3511	Building Maintenance	\$ 15,110.57	\$ 12,985.00	\$ 12,985.00	\$ 12,985.00	\$ 10,000.00	-22.99%	\$ 10,000.00	-22.99%
3515	Roof Repairs				\$ -	\$ 8,000.00	~	\$ 8,000.00	~
3700	Advertising	\$ 156.29	\$ 1,700.00	\$ 1,700.00	\$ 800.00	\$ 1,500.00	-11.76%	\$ 1,300.00	-23.53%
3914	Contract Services		\$ 13,865.00	\$ 13,865.00	\$ 14,937.00	\$ 12,651.00	-8.76%	\$ 12,651.00	-8.76%
4511	Multi-Peril Insurance	\$ 3,991.06	\$ 4,230.00	\$ 4,230.00	\$ 6,722.00	\$ 7,835.00	85.22%	\$ 7,835.00	85.22%
4543	Insurance Deductible Claims		\$ -	\$ 2,898.00	\$ -	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 1,140.00	\$ 2,000.00	\$ 2,000.00	\$ 1,495.00	\$ 1,895.00	-5.25%	\$ 1,895.00	-5.25%
9561	Office Supplies		\$ 50.00	\$ 50.00	\$ 75.00	\$ 75.00	*	\$ 75.00	*
	Total Operating Expenditures	\$ 55,643.59	\$ 75,270.00	\$ 75,270.00	\$ 78,945.00	\$ 92,168.00	22.45%	\$ 91,468.00	21.52%
					\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Parks & Recreation-GEC Budget	\$ 128,014.46	\$ 177,246.00	\$ 164,971.00	\$ 189,085.31	\$ 216,310.20	22.04%	\$ 217,705.77	22.83%

JUSTIFICATION SHEET	FY23-24 Adopted V. FY22-23 Adopted	% Δ Incr/(Decr)	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Felicia Brown	Green Cell - Department Input
Dept #:	Parks & Recreation - 1020		
Division:	GEC - 1020		

Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
1210 Salaries & Wages Regular		1 FTE	\$ 47,900.00	\$ 47,900.00	\$ 50,295.00	\$ 51,552.38
1224 Cell Phone Stipend	PT/TP	Cell phone stipend for J Shockley	\$ 728.00	\$ 720.00	\$ 720.00	\$ 720.00
1260 Salaries & Wages Part-Time	PPT	1 PPT	\$ 8,000.00	\$ 22,000.00	\$ 25,000.00	\$ 25,000.00
1262 Salaries & Wages Perm. Part-Time		Funds to cover PPT staffer at GEC	\$ 20,178.00	\$ 11,178.00	\$ 17,000.00	\$ 17,425.00
1275 Salaries & Wages Bonus			\$ -			
1277 Clothing Allowance						
1278 Wellness Earnings		\$300 per participating employee per year	\$ -	\$ 300.00	\$ 300.00	\$ 300.00
1280 Vacation Pay Out			\$ -			
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 5,876.00	\$ 6,280.50	\$ 7,138.60	\$ 7,267.30
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 8,553.00	\$ 10,598.85	\$ 12,046.97	\$ 12,264.16
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 2,752.00	\$ 3,283.92	\$ 3,732.60	\$ 3,799.90
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 7,397.00	\$ 7,368.00	\$ 7,368.00	\$ 7,368.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 38.00	\$ 35.04	\$ 35.04	\$ 35.04
1860 Worker's Comp Claims Cost		Provided by Finance	\$ 100.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance	\$ 454.00	\$ 476.00	\$ 506.00	\$ 506.00
1899 Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits			\$ 101,976.00	\$ 110,140.31	\$ 124,142.20	\$ 126,237.77
1915 Bank Fees		Through Jan 2023 fees are \$1,769.95; averaging \$250/month. Cost for FY23 will be around \$3,300. Expect fees to decrease for FY24	\$ 1,200.00	\$ 3,300.00	\$ 3,000.00	\$ 3,000.00
1932 Medical Exams			\$ -			
2111 Cleaning Supplies		Trash bags, rags/towels, laundry detergent, carpet shampoo, cleaning materials for kitchen/bar; purchasing a commercial grade carpet cleaner	\$ 1,500.00	\$ 1,900.00	\$ 2,300.00	\$ 1,900.00
2121 Uniforms			\$ 500.00			
2203 Employee Appreciation			\$ 50.00	\$ 50.00	\$ 75.00	\$ 75.00
2323 Training	Y	See attached schedule	\$ -	\$ -	\$ 400.00	\$ 400.00
2391 First Aid		First aid supplies for personnel and patrons	\$ 40.00	\$ -	\$ -	\$ -
2601 Office Supplies		Legal pads, sticky notes, staples, pens, pencils, paperclips, money envelopes	\$ 500.00	\$ 500.00	\$ 500.00	\$ 400.00
2927 Food & Beverage Resale-GEC		Sum to pay for non-alcoholic beverages and snacks for resale; moving to selling 20os Pepsi products in bar instead of cans for FY24	\$ 1,000.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00
2930 Alcohol for Resale-GEC		Sum to pay for alcohol for resale; through Feb 2023 already spent \$4,693	\$ 5,000.00	\$ 6,000.00	\$ 7,000.00	\$ 7,000.00

JUSTIFICATION SHEET	FY23-24 Adopted V. FY22-23 Adopted	% Δ Incr/(Decr)	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Felicia Brown	Green Cell - Department Input
Dept #:	Parks & Recreation - 1020		
Division:	GEC - 1020		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
2993	Operational Supplies		For FY24, looking to purchase stantions, tablecloths, chair covers, sashes, additional TV for bar area, refrigerator for bar closet, photobooth, shades for patio	\$ 13,000.00	\$ 8,500.00	\$ 10,000.00	\$ 10,000.00
3121	Travel	Y	See attached schedule	\$ -	\$ -	\$ 2,610.00	\$ 2,610.00
3210	Telephone & Communication Svcs		Canceling service for FY24	\$ -	\$ 456.00	\$ -	\$ -
3250A	Postage-Internal Charges only!			\$ 50.00	\$ 25.00	\$ 27.00	\$ 27.00
3310	Electricity		Avergaing spending about \$1,500 per month	\$ 14,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00
3330	Natural Gas		As of 2/24/2023, spent \$1,837.98	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00
3410	Printing		Outside print services of pamphlets and guides	\$ 800.00	\$ -	\$ 500.00	\$ 500.00
3421	Copy Machine Cost			\$ -			
3511	Building Maintenance		Repair plaster in front lobby and ballroom, paint lobby and ballroom, repair/replace lights in ballroom to all match LED	\$ 12,985.00	\$ 12,985.00	\$ 10,000.00	\$ 10,000.00
3515	Roof Repairs		Sum to fix roof over Business Office hallway in FY24			\$ 8,000.00	\$ 8,000.00
3700	Advertising		Signs for portable bar; advertising for 2024 availability	\$ 1,700.00	\$ 800.00	\$ 1,500.00	\$ 1,300.00
3914	Contract Services	Y	Funds to pay contracted services inclusive of HVAC contract, pest control, contracted building repair. See attached schedule	\$ 13,865.00	\$ 14,937.00	\$ 12,651.00	\$ 12,651.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 4,230.00	\$ 6,722.00	\$ 7,835.00	\$ 7,835.00
4543	Insurance Deductible Claims			\$ -			
4912	Fees & Dues	Y	Funds to pay for certifications and memberships. See attached schedule	\$ 2,000.00	\$ 1,495.00	\$ 1,895.00	\$ 1,895.00
9561	Office Supplies		Copy paper, City logo envelopes	\$ 50.00	\$ 75.00	\$ 75.00	\$ 75.00
Total Operating Expenditures				\$ 75,270.00	\$ 78,945.00	\$ 92,168.00	\$ 91,468.00
				\$ -		\$ -	\$ -
				\$ -		\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -			\$ -
Total Parks & Recreation-GEC Budget				\$ 177,246.00	\$ 189,085.31	\$ 216,310.20	\$ 217,705.77

SUPPORTING SCHEDULE				FY23-24 Adopted V. FY22-23 Adopted % Δ Incr/(De		
Fund:	11-General Fund			Dept. Head-Felicia Brown		
Dept #:	Parks & Recreation - 1020					
Division:	GEC - 1020					
Account:	2323 Training					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Registration fee for J Shockley and O Agbasi to attend Wedding Expo in Las Vegas, NV			\$ 400.00	\$ 400.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 2323 Training	\$ -	\$ -	\$ 400.00	\$ 400.00

SUPPORTING SCHEDULE				FY23-24 Adopted V. FY22-23 Adopted % Δ Incr/(De		
Fund:	11-General Fund			Dept. Head-Felicia Brown		
Dept #:	Parks & Recreation - 1020					
Division:	GEC - 1020					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Wedding Expo in Las Vegas, NV for J Shockley and O Agbasi			\$ 2,610.00	\$ 2,610.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ -	\$ -	\$ 2,610.00	\$ 2,610.00

SUPPORTING SCHEDULE

FY23-24 Adopted V. FY22-23 Adopted % Δ Incr/(De
Dept. Head-Felicia Brown

Fund: 11-General Fund
Dept #: Parks & Recreation - 1020
Division: GEC - 1020
Account: 3914 Contract Services

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Rid-a-pest service for GEC; FY22-23 cost included Golf Course	\$ 900.00	\$ 900.00	\$ 300.00	\$ 300.00
2	Piedmont Service Group (HVAC Quarterly Maintenance)	\$ 9,404.00	\$ 9,404.00	\$ 9,686.00	\$ 9,686.00
3	Carolina Phone & Alarm - yearly alarm system monitoring	\$ 396.00	\$ 934.00	\$ 950.00	\$ 950.00
4	Bucks Fire Extinguisher	\$ 400.00	\$ 309.00	\$ 350.00	\$ 350.00
5	Plumbing maintenance / emergencies	\$ 1,200.00	\$ 2,000.00	\$ 1,200.00	\$ 1,200.00
6	Carpet Cleaning	\$ 1,400.00	\$ 390.00		
7	Backflow Testing - yearly	\$ 165.00		\$ 165.00	\$ 165.00
8	Camera Footage for plumbing issues		\$ 1,000.00		
9					
10					
	Total - 3914 Contract Services	\$ 13,865.00	\$ 14,937.00	\$ 12,651.00	\$ 12,651.00

SUPPORTING SCHEDULE			FY23-24 Adopted V. FY22-23 Adopted % Δ Incr/(De		
Fund:	11-General Fund		Dept. Head-Felicia Brown		
Dept #:	Parks & Recreation - 1020				
Division:	GEC - 1020				
Account:	4912 Fees & Dues				

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	FY23 was not specified	\$ 2,000.00			
2					
3	NC State Alcohol License (Event Center paid for Mixed Drink/Wine State license for FY23; Golf paid for Beer license.) Event Center taking care of all licenses for FY24.		\$ 1,400.00	\$ 1,800.00	\$ 1,800.00
4	Wayne County ABC License		\$ 50.00	\$ 50.00	\$ 50.00
5	City of Goldsboro ABC License		\$ 45.00	\$ 45.00	\$ 45.00
6					
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 2,000.00	\$ 1,495.00	\$ 1,895.00	\$ 1,895.00

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: INSPECTIONS/1024

DEPARTMENT OVERVIEW:

The Inspections Department administers and enforces the North Carolina State Building Code for building, electrical, plumbing, mechanical, fire, handicap accessibility, and the energy code for the City of Goldsboro. The department has responsibility for the issuance of all Business Registrations, ABC license, itinerant merchant and peddler permits. We are the first line of public safety and our goal is to ensure safe and secure dwellings and commercial properties, build and support thriving livable neighborhoods, promote strong community health and earn trust as we support the continual growth of Goldsboro. We remain focused on providing extraordinary customer service to the public, support the City's Strategic Plan goals and be good stewards of our city's resources.

GOALS/MAJOR OBJECTIVES:

- Through advancing the current technology used, continue to expedite the Development Services aspect of the Inspections Department so that it functions as a "one-stop-shop".
- Further, develop a more cohesive operational environment in order to guide the public through the processes easier.
- Continue to improve and streamline online services for processing permits and Business Registration renewals.
- Maintain current number of departmental positions to accomplish departmental goals. Chief Building Inspector to perform inspections, which would temporarily eliminate the position of the Building Codes Inspector. Would like to keep the option to reinstate the Building Codes Inspector position if the workload increases for building/fire inspections.

SIGNIFICANT BUDGET ISSUES:

- Preserve the current software quality by IT support on reporting capabilities and cost associated with online plan review.
- Provide continuing education to maintain required certifications for Inspectors.
- Provide necessary training to make staff the standard in North Carolina.

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	11-General Fund	Dept. Head	Allen Anderson
Dept #:	1024 Inspections	~ = Division by Zero	
Division:	1024 Inspections	* = Change < \$500	
Purple Cell-Finance Input			

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 357,765.06	\$ 400,344.00	\$ 400,344.00	\$ 387,368.93	\$ 397,480.58	-0.72%	\$ 407,417.59	1.77%
1221	Employee Awards				\$ 411.00	\$ 150.00	*	\$ 150.00	*
1275	Salaries & Wages Bonus	\$ 2,681.60		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,684.84	\$ 2,100.00	\$ 2,100.00	\$ 1,830.00	\$ 2,100.00	0.00%	\$ 2,100.00	0.00%
1280	Vacation Pay Out	\$ 5,035.45		\$ -	\$ 6,953.00	\$ -	*	\$ -	*
1810	Social Security	\$ 26,813.32	\$ 30,787.00	\$ 30,787.00	\$ 30,337.06	\$ 30,579.39	-0.67%	\$ 31,339.57	1.79%
1821	NCLGERS-Retirement	\$ 41,894.03	\$ 50,024.00	\$ 50,024.00	\$ 51,196.27	\$ 51,605.22	3.16%	\$ 52,888.09	5.73%
1822	401-K Retirement	\$ 14,686.90	\$ 16,098.00	\$ 16,098.00	\$ 15,862.52	\$ 15,989.22	-0.68%	\$ 16,386.70	1.79%
1830	Hospital Insurance	\$ 46,595.44	\$ 51,779.00	\$ 51,779.00	\$ 51,576.00	\$ 51,576.00	-0.39%	\$ 51,576.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 319.46	\$ 267.00	\$ 267.00	\$ 245.28	\$ 245.28	*	\$ 245.28	*
1860	Worker's Comp Claims Cost		\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 2,673.87	\$ 2,834.00	\$ 2,834.00	\$ 2,504.00	\$ 2,665.00	-5.96%	\$ 2,665.00	-5.96%
1899	Less: Reimbursed by Grants		\$ -	\$ (70,042.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 500,149.97	\$ 556,733.00	\$ 486,691.00	\$ 548,284.07	\$ 552,390.69	-0.78%	\$ 564,768.24	1.44%
1915	Bank Fees	\$ 12,002.70	\$ 10,000.00	\$ 10,000.00	\$ 10,362.00	\$ 11,000.00	10.00%	\$ 11,000.00	10.00%
1932	Medical Exams	\$ 69.00	\$ 200.00	\$ 200.00	\$ 180.00	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees				\$ -	\$ -	*	\$ -	*
2123	Protective Clothing		\$ 800.00	\$ 800.00	\$ 500.00	\$ 800.00	0.00%	\$ 800.00	0.00%
2203	Employee Appreciation	\$ 112.00	\$ 119.00	\$ 119.00	\$ 119.00	\$ 140.00	*	\$ 140.00	*
2323	Training	\$ 1,195.00	\$ 3,400.00	\$ 3,400.00	\$ 3,255.00	\$ 6,420.00	88.82%	\$ 3,420.00	0.59%
2501A	Fleet Charges Internal Use Only!	\$ 2,037.00	\$ 2,000.00	\$ 2,000.00	\$ 2,100.00	\$ 2,500.00	25.00%	\$ 2,500.00	25.00%
2502A	Vehicle Fuel-Internal Charges	\$ 3,999.77	\$ 4,000.00	\$ 4,000.00	\$ 5,400.00	\$ 5,500.00	37.50%	\$ 5,500.00	37.50%
2601	Office Supplies	\$ 1,317.51	\$ 1,800.00	\$ 1,800.00	\$ 1,100.00	\$ 2,800.00	55.56%	\$ 2,800.00	55.56%
2993	Operational Supplies	\$ 344.13	\$ 675.00	\$ 675.00	\$ 500.00	\$ 675.00	0.00%	\$ 675.00	0.00%
3121	Travel	\$ 1,001.01	\$ 8,467.00	\$ 7,767.00	\$ 5,994.00	\$ 8,467.00	0.00%	\$ 8,467.00	0.00%
3210	Telephone & Communication Svcs	\$ 5,742.52	\$ 8,500.00	\$ 8,500.00	\$ 8,555.00	\$ 8,600.00	1.18%	\$ 8,600.00	1.18%
3250A	Postage-Internal Charges only!	\$ 2,154.97	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 4,308.00	23.09%	\$ 4,308.00	23.09%
3410	Printing	\$ 190.00	\$ 375.00	\$ 375.00	\$ 200.00	\$ 375.00	*	\$ 375.00	*
3421	Copy Machine Cost	\$ 1,520.64	\$ 1,156.00	\$ 1,856.00	\$ 1,256.00	\$ 1,856.00	60.55%	\$ 1,856.00	60.55%
3522	Machine/Equipment Maintenance		\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	0.00%	\$ 600.00	0.00%
4221	Software License Fees				\$ -	\$ 10,000.00	~	\$ 4,850.00	~
4511	Multi-Peril Insurance	\$ 1,456.00	\$ 1,543.00	\$ 1,543.00	\$ 1,591.00	\$ 1,855.00	20.22%	\$ 1,855.00	20.22%
4521	Auto Liability	\$ 944.59	\$ 977.00	\$ 977.00	\$ 1,003.00	\$ 1,173.00	20.06%	\$ 1,173.00	20.06%
4911	Subscriptions	\$ 227.64	\$ 200.00	\$ 200.00	\$ 155.00	\$ 200.00	*	\$ 200.00	*
4912	Fees & Dues	\$ 1,010.00	\$ 1,640.00	\$ 1,640.00	\$ 1,439.00	\$ 1,640.00	0.00%	\$ 1,640.00	0.00%

EXPENDITURE SHEET	Fiscal Year FY23-24			
Fund:	11-General Fund	Dept. Head	Allen Anderson	
Dept #:	1024	Inspections	~ = Division by Zero	
Division:	1024	Inspections	* = Change < \$500	
Purple Cell-Finance Input				

Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
9561	Office Supplies	\$ 327.41	\$ 400.00	\$ 400.00	\$ 350.00	\$ 400.00	*	\$ 400.00	*
	Total Operating Expenditures	\$ 35,651.89	\$ 50,352.00	\$ 50,352.00	\$ 47,159.00	\$ 69,509.00	38.05%	\$ 61,359.00	21.86%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Inspections-Inspections Budget	\$ 535,801.86	\$ 607,085.00	\$ 537,043.00	\$ 595,443.07	\$ 621,899.69	2.44%	\$ 626,127.24	3.14%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Dept. Head-Allen Anderson				Green Cell - Department Input
Dept #:	Inspections - 1024						
Division:	Inspections - 1024						

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		7 FTE's		\$ 400,344.00	\$ 387,368.93	\$ 397,480.58	\$ 407,417.59
1221 Employee Awards		\$411 Retirement Award S. Taylor and \$150 Service Award C. Motsko			\$ 411.00	\$ 150.00	\$ 150.00
1275 Salaries & Wages Bonus				\$ -			
1278 Wellness Earnings		\$300 per participating employee per year		\$ 2,100.00	\$ 1,830.00	\$ 2,100.00	\$ 2,100.00
1280 Vacation Pay Out		Retirement Sam Taylor		\$ -	\$ 6,953.00	\$ -	\$ -
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%		\$ 30,787.00	\$ 30,337.06	\$ 30,579.39	\$ 31,339.57
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 50,024.00	\$ 51,196.27	\$ 51,605.22	\$ 52,888.09
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 16,098.00	\$ 15,862.52	\$ 15,989.22	\$ 16,386.70
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 51,779.00	\$ 51,576.00	\$ 51,576.00	\$ 51,576.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 267.00	\$ 245.28	\$ 245.28	\$ 245.28
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 2,500.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 2,834.00	\$ 2,504.00	\$ 2,665.00	\$ 2,665.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ -			
Total Salaries & Benefits				\$ 556,733.00	\$ 548,284.07	\$ 552,390.69	\$ 564,768.24
1915 Bank Fees		Fees charged for credit card machine		\$ 10,000.00	\$ 10,362.00	\$ 11,000.00	\$ 11,000.00
1932 Medical Exams		Random drug testing (5 people)		\$ 200.00	\$ 180.00	\$ 200.00	\$ 200.00
1991 Consultant Fees	Y			\$ -	\$ -	\$ -	\$ -
2123 Protective Clothing		Protective clothing for Inspectors		\$ 800.00	\$ 500.00	\$ 800.00	\$ 800.00
2203 Employee Appreciation		\$20 pp for annual Christmas party (7 people)		\$ 119.00	\$ 119.00	\$ 140.00	\$ 140.00
2323 Training	Y	State mandated continuing ed classes and seminars		\$ 3,400.00	\$ 3,255.00	\$ 6,420.00	\$ 3,420.00
2501A Fleet Charges Internal Use Only!		Operation expenses for 4 vehicles		\$ 2,000.00	\$ 2,100.00	\$ 2,500.00	\$ 2,500.00
2502A Vehicle Fuel-Internal Charges		Gas for 4 vehicles		\$ 4,000.00	\$ 5,400.00	\$ 5,500.00	\$ 5,500.00
2601 Office Supplies		General office supplies/toner cartridges		\$ 1,800.00	\$ 1,100.00	\$ 2,800.00	\$ 2,800.00
2993 Operational Supplies		Fire extinguishers, batteries, tool boxes for trucks		\$ 675.00	\$ 500.00	\$ 675.00	\$ 675.00
3121 Travel	Y	Annual meetings/seminars for inspectors & permit tech		\$ 8,467.00	\$ 5,994.00	\$ 8,467.00	\$ 8,467.00
3210 Telephone & Communication Svcs		5 Cell phones and 4 Ipad charges		\$ 8,500.00	\$ 8,555.00	\$ 8,600.00	\$ 8,600.00
3250A Postage-Internal Charges only!		Mailing Permits/Bus. Reg./ABC License		\$ 3,500.00	\$ 2,500.00	\$ 4,308.00	\$ 4,308.00
3410 Printing		Reprints of Building permit applications/job site cards		\$ 375.00	\$ 200.00	\$ 375.00	\$ 375.00
3421 Copy Machine Cost		Lease & Insurance at \$1,140 year total		\$ 1,156.00	\$ 1,256.00	\$ 1,856.00	\$ 1,856.00
3522 Machine/Equipment Maintenance		Est. Maintenance at \$400		\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
4221 Software License Fees	Y	Fees to cover EnerGov upgrade for online plan review		\$ -	\$ -	\$ 10,000.00	\$ 4,850.00
4511 Multi-Peril Insurance		Provided by Finance		\$ 1,543.00	\$ 1,591.00	\$ 1,855.00	\$ 1,855.00
4521 Auto Liability		Provided by Finance		\$ 977.00	\$ 1,003.00	\$ 1,173.00	\$ 1,173.00
4911 Subscriptions	Y	Goldsboro News Argus Subscriptions		\$ 200.00	\$ 155.00	\$ 200.00	\$ 200.00

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Allen Anderson	Green Cell - Department Input
Dept #:	Inspections - 1024		
Division:	Inspections - 1024		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4912	Fees & Dues	Y	Fees/Dues required to be maintained by inspectors	\$ 1,640.00	\$ 1,439.00	\$ 1,640.00	\$ 1,640.00
9561	Office Supplies		Copy paper/envelopes for Bus. Reg./Permits/ABC License	\$ 400.00	\$ 350.00	\$ 400.00	\$ 400.00
	Total Operating Expenditures			\$ 50,352.00	\$ 47,159.00	\$ 69,509.00	\$ 61,359.00
				\$ -		\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Inspections-Inspections Budget			\$ 607,085.00	\$ 595,443.07	\$ 621,899.69	\$ 626,127.24

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Inspections - 1024
Division: Inspections - 1024
Account: 2323 Training

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	State Mandated Continuing Ed Classes (75 x 20) All Inspectors	\$ 800.00	\$ 820.00	\$ 820.00	\$ 820.00
2	Reg.for ICC/DOI Classes A. Anderson (Fire 111)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
3	Reg.for ICC/DOI Classes Ray Fields (Bldg II)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
4	Reg for ICC/DOI Classes Cindy Motsko (5 classes)	\$ 200.00	\$ 100.00	\$ 200.00	\$ 200.00
5	Reg for ICC/DOI Classes Gerald Maley (Plum 1 & Mech 1)	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
6	Reg. for Seminars (Mech, Elect, Energy) All Inspectors	\$ 200.00	\$ 135.00	\$ 200.00	\$ 200.00
7	ICC Exams - All Inspectors	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
8	DOI exams - All Inspectors	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
9	ICC/COI Certificate Fees - All Inspectors	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
10	Mgmt. Trng./Succession Plan (C. Motsko, B. Bentley, R.Fields)			\$ 3,000.00	\$ -
11					
	Total - 2323 Training	\$ 3,400.00	\$ 3,255.00	\$ 6,420.00	\$ 3,420.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Allen Anderson		
Dept #:	Inspections - 1024					
Division:	Inspections - 1024					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NCBIA Meeting/Seminar (4days -All Inspectors)	\$ 1,100.00	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00
2	NC Electrical Insp Ann. Mtg. (3 days - Raleigh NC - Gerald Maley)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3	NC Fire Insp Meeting - 2 people	\$ 400.00		\$ 400.00	\$ 400.00
4	NC Mechanical Insp. Conf. (3 days - Atlantic Beach NC - Ray Fields)	\$ 900.00		\$ 900.00	\$ 900.00
5	NC Plumbing Insp. Ann. Mtg (3 days - Kitty Hawk NC - Bonnie Bentley)	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
6	NC Bldg Insp. Ann. Conf (3 days-Atlantic Beach-Anderson/Motsko)	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
7	Proposed classes for all Inspectors for certification advancement	\$ 2,667.00	\$ 2,000.00	\$ 2,667.00	\$ 2,667.00
8	Energy Conference (2 days - Allen Anderson)	\$ 400.00		\$ 400.00	\$ 400.00
9	NC Permitting Person. Assoc Ann. Mtg. (2 days-Shanita Coor)	\$ 500.00	\$ 494.00	\$ 500.00	\$ 500.00
10					
11					
12					
13					
	Total - 3121 Travel	\$ 8,467.00	\$ 5,994.00	\$ 8,467.00	\$ 8,467.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Inspections - 1024
Division: Inspections - 1024
Account: 4221 Software License Fees

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Fees to cover EnerGov upgrade for online plan review			\$ 10,000.00	\$ 4,850.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
Total - 4221 Software License Fees		\$ -	\$ -	\$ 10,000.00	\$ 4,850.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Inspections - 1024
Division: Inspections - 1024
Account: 4911 Subscriptions

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Goldsboro News Argus (24 weeks sub. Renewed 2 times a year)	\$ 200.00	\$ 155.00	\$ 200.00	\$ 200.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total - 4911 Subscriptions		\$ 200.00	\$ 155.00	\$ 200.00	\$ 200.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Inspections - 1024
Division: Inspections - 1024
Account: 4912 Fees & Dues

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Wayne County Home Builders Association- Allen Anderson	\$ 405.00	\$ 405.00	\$ 405.00	\$ 405.00
2	N.C. Building Insp. Assoc. Dues - Allen Anderson	\$ 200.00	\$ 55.00	\$ 200.00	\$ 200.00
3	N.C. Mechanical Insp. Assoc. Dues - Ray Fields	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
4	N.C. Electrical Insp. Assoc. Dues- Gerald Maley	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
5	N.C. Plumbing Insp. Assoc. Dues - Bonnie Bentley	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
6	N.C. Code Officials Qualif. Board (20 Certs. At \$10 ea) All Inspectors	\$ 200.00	\$ 144.00	\$ 200.00	\$ 200.00
7	N.C. Permitting Personnel Assoc. Lynn Measley & Shanita Coor	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
8	Int'l Code Council Mbrshp. - Allen Anderson	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00
9	Int'l Assoc. of Electrical Inspectors - Gerald Maley	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
10	Cert. Renewal-Verisign Cert. for website credit cards	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
11					
	Total - 4912 Fees & Dues	\$ 1,640.00	\$ 1,439.00	\$ 1,640.00	\$ 1,640.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: DOWNTOWN DEVELOPMENT

DEPARTMENT OVERVIEW:

The Downtown Development Department exists to create opportunities for improvements to downtown Goldsboro to increase the value of the tax base to support the City's growth. The Department works to spur private and public investments through initiatives that enhance the appearance, desirability, vitality and economic value of downtown. Staff works to facilitate a unified, proactive and comprehensive development effort within the framework of the Main Street™ structure for the City and in cooperation with the Downtown Goldsboro Development Corporation and other stakeholders.

GOALS/MAJOR OBJECTIVES:

1. Increase continued private investment in downtown, including S. Center Street infill development.
2. Encourage rehabilitation of and investment in existing properties, including homes within the Historic Neighborhood Revitalization Plan area.
3. Capture an accurate vacancy rate and decrease vacancy rates from approximately 40% overall to 25%.
4. Market Union Station for future use and support the planning of an Arts District in the corridor between the CBD and GUS.
5. Increase quantity, diversity and quality of businesses. Support existing businesses.
6. Support updated parking enforcement measures, as directed by the Council, through appropriate signage.
7. Host the 2024 NC Main Street Conference, showcasing our downtown to 700-800 NC development professionals.

SIGNIFICANT BUDGET ISSUES:

- Full implementation of the recent and remaining revitalization projects approved in the Master Plan. Remaining initiatives include residential development and Union Station adaptive reuse.
- Complete property inventory and business/property owner support through ongoing content management; complete website redesign with new CMS and community calendar incorporated.
- Support of NCMS Conference & new parking signage for on-street timed parking.
- Need for adequate incentives to meet recruitment, occupancy, development and reinvestment goals.

EXPENDITURE SHEET **Fiscal Year FY23-24**
Fund: **11-General Fund**
Dept #: **1025** **Downtown Development**
Division: **1025** **Downtown Development**

Dept. Head **Erin Fonseca**

~ = Division by Zero

* = Change < \$500

Purple Cell-Finance Input

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 138,235.54	\$ 174,365.00	\$ 171,725.00	\$ 136,827.35	\$ 165,168.00	-5.27%	\$ 169,297.20	-2.91%
1275	Salaries & Wages Bonus	\$ 825.34		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 657.78	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	0.00%	\$ 900.00	0.00%
1280	Vacation Pay Out	\$ 8,248.18		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 10,324.35	\$ 13,408.00	\$ 13,408.00	\$ 10,536.14	\$ 12,704.20	-5.25%	\$ 13,020.09	-2.89%
1821	NCLGERS-Retirement	\$ 16,883.03	\$ 21,785.00	\$ 21,785.00	\$ 17,780.60	\$ 21,439.38	-1.59%	\$ 21,972.46	0.86%
1822	401-K Retirement	\$ 5,918.71	\$ 7,011.00	\$ 7,011.00	\$ 5,509.09	\$ 6,642.72	-5.25%	\$ 6,807.89	-2.90%
1830	Hospital Insurance	\$ 17,065.72	\$ 22,191.00	\$ 22,191.00	\$ 22,104.00	\$ 22,104.00	-0.39%	\$ 22,104.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 92.06	\$ 114.00	\$ 114.00	\$ 105.12	\$ 105.12	*	\$ 105.12	*
1860	Worker's Comp Claims Cost	\$ (379.65)	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 1,145.83	\$ 1,215.00	\$ 1,215.00	\$ 1,091.00	\$ 1,161.00	-4.44%	\$ 1,161.00	-4.44%
1899	Less: Reimbursed by Grants		\$ -	\$ (29,790.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 199,016.89	\$ 241,989.00	\$ 209,559.00	\$ 194,853.31	\$ 230,224.42	-4.86%	\$ 235,367.75	-2.74%
1932	Medical Exams	\$ 69.00		\$ -	\$ 109.00	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 5,500.00	\$ 5,500.00	\$ 8,140.00	\$ 8,340.00	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%
2203	Employee Appreciation	\$ 64.29	\$ 51.00	\$ 51.00	\$ 51.00	\$ 60.00	*	\$ 60.00	*
2323	Training	\$ 1,300.00	\$ 2,065.00	\$ 1,909.00	\$ 1,800.00	\$ 2,480.00	20.10%	\$ 1,535.00	-25.67%
2601	Office Supplies	\$ 4,895.05	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2993	Operational Supplies	\$ 2,503.46	\$ 2,000.00	\$ 1,790.00	\$ 1,500.00	\$ 2,000.00	0.00%	\$ 1,692.00	-15.40%
3121	Travel	\$ 702.24	\$ 4,380.00	\$ 3,855.00	\$ 2,021.97	\$ 4,580.00	4.57%	\$ 2,580.00	-41.10%
3210	Telephone & Communication Svcs	\$ 1,253.67		\$ -	\$ 1,376.64	\$ 1,400.00	~	\$ 1,400.00	~
3250	Postage	\$ 882.00	\$ 360.00	\$ 570.00	\$ 360.00	\$ 360.00	*	\$ 360.00	*
3250A	Postage-Internal Charges only!	\$ 2.76	\$ 250.00	\$ 250.00	\$ 2.00	\$ 250.00	*	\$ 250.00	*
3310	Electricity	\$ 3,847.62	\$ 4,000.00	\$ 4,000.00	\$ 2,300.00	\$ 3,500.00	-12.50%	\$ 3,500.00	-12.50%
3421	Copy Machine Cost	\$ 3,834.36	\$ 3,554.00	\$ 3,554.00	\$ 3,500.00	\$ 3,430.00	-3.49%	\$ 3,430.00	-3.49%
3510	Repairs (Insurance Claims)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 500.00	*
3511	Building Maintenance	\$ 1,977.46	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	0.00%	\$ 750.00	0.00%
3521	Office Machine Maintenance		\$ 456.00	\$ 456.00	\$ -	\$ -	*	\$ -	*
3702	Communications and Marketing	\$ 3,761.34	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3914	Contract Services	\$ 18,931.00		\$ -	\$ -	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 624.00	\$ 661.00	\$ 661.00	\$ 680.00	\$ 793.00	19.97%	\$ 793.00	19.97%
4521	Auto Liability	\$ 314.88	\$ 326.00	\$ 326.00	\$ 335.00	\$ 392.00	*	\$ 392.00	*
4911	Subscriptions	\$ 194.69	\$ 336.00	\$ 336.00	\$ 272.00	\$ 282.00	*	\$ 282.00	*
4912	Fees & Dues	\$ 925.00	\$ 925.00	\$ 925.00	\$ 925.00	\$ 925.00	0.00%	\$ 925.00	0.00%
4991	Downtown Projects	\$ 18,458.24	\$ 20,000.00	\$ 20,681.00	\$ 20,770.22	\$ 42,500.00	112.50%	\$ 42,500.00	112.50%
9561	Office Supplies	\$ 98.89	\$ 300.00	\$ 300.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*

EXPENDITURE SHEET Fiscal Year FY23-24									
Fund: 11-General Fund			Dept. Head Erin Fonseca						
Dept #: 1025 Downtown Development			~ = Division by Zero						
Division: 1025 Downtown Development			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
Total Operating Expenditures		\$ 70,639.95	\$ 54,414.00	\$ 57,054.00	\$ 53,642.83	\$ 78,002.00	43.35%	\$ 74,749.00	37.37%
					\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Downtown Development -Downtown Development		\$ 269,656.84	\$ 296,403.00	\$ 266,613.00	\$ 248,496.14	\$ 308,226.42	3.99%	\$ 310,116.75	4.63%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Erin Fonseca		Green Cell - Department Input	
Dept #:	Downtown Development - 1025				
Division:	Downtown Development - 1025				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		3 FTE's	\$ 174,365.00	\$ 136,827.35	\$ 165,168.00	\$ 169,297.20
1275	Salaries & Wages Bonus			\$ -			
1278	Wellness Earnings			\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
1280	Vacation Pay Out			\$ -			
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 13,408.00	\$ 10,536.14	\$ 12,704.20	\$ 13,020.09
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 21,785.00	\$ 17,780.60	\$ 21,439.38	\$ 21,972.46
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 7,011.00	\$ 5,509.09	\$ 6,642.72	\$ 6,807.89
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 22,191.00	\$ 22,104.00	\$ 22,104.00	\$ 22,104.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 114.00	\$ 105.12	\$ 105.12	\$ 105.12
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 1,000.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 1,215.00	\$ 1,091.00	\$ 1,161.00	\$ 1,161.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 241,989.00	\$ 194,853.31	\$ 230,224.42	\$ 235,367.75
1932	Medical Exams			\$ -	\$ 109.00	\$ -	\$ -
1991	Consultant Fees	Y	(see schedule)	\$ 5,500.00	\$ 8,340.00	\$ 5,500.00	\$ 5,500.00
2203	Employee Appreciation		\$20 x 3 employees	\$ 51.00	\$ 51.00	\$ 60.00	\$ 60.00
2323	Training	Y	(see schedule)	\$ 2,065.00	\$ 1,800.00	\$ 2,480.00	\$ 1,535.00
2601	Office Supplies		Special paper for printing needs, file folders and lables, legal pads and post its, envelopes, mailing lables, binders, light bulbs, Culligan Water Cooler Rental (\$15/mo), soap, pens/pencils, paper clips, staples, desk & chairs, storage etc.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2993	Operational Supplies		Plaques, certificates, property advertising, downtown signage etc.	\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	\$ 1,692.00
3121	Travel	Y	(see schedule)	\$ 4,380.00	\$ 2,021.97	\$ 4,580.00	\$ 2,580.00
3210	Telephone & Communication Svcs		Verizon at \$114/mo	\$ -	\$ 1,376.64	\$ 1,400.00	\$ 1,400.00
3250	Postage			\$ 360.00	\$ 360.00	\$ 360.00	\$ 360.00
3250A	Postage-Internal Charges only!		Grant requests, notifications etc.	\$ 250.00	\$ 2.00	\$ 250.00	\$ 250.00
3310	Electricity		Electricity for office	\$ 4,000.00	\$ 2,300.00	\$ 3,500.00	\$ 3,500.00
3421	Copy Machine Cost		Provided by IT	\$ 3,554.00	\$ 3,500.00	\$ 3,430.00	\$ 3,430.00
3510	Repairs (Insurance Claims)		Insurance claim for art damage	\$ 500.00	\$ 300.00	\$ 500.00	\$ 500.00
3511	Building Maintenance		Pest Control, Carolina Phone & Alarm, Fire Extinguisher	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
3521	Office Machine Maintenance		(expenses moved to 3210)	\$ 456.00	\$ -	\$ -	\$ -

JUSTIFICATION SHEET Fiscal Year FY23-24				Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Dept. Head-Erin Fonseca		Green Cell - Department Input	
Dept #:		Downtown Development - 1025					
Division:		Downtown Development - 1025					

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept. Head-Erin Fonseca
Dept #: Downtown Development - 1025
Division: Downtown Development - 1025
Account: 1991 Consultant Fees

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Public Art Consultant	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
2	Parking Forum Consultant		\$ 200.00		
3	Goldsboro Union Station Appraisal		\$ 2,640.00		
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 5,500.00	\$ 8,340.00	\$ 5,500.00	\$ 5,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Downtown Development - 1025
Division: Downtown Development - 1025
Account: 2323 Training

Dept. Head-Erin Fonseca

Line #	Description-Activity/Vendor/Employee/Purpose	FY23-24 Dept Request	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Main Street Conference Registration for 3 FT employees @ \$315/ea.	\$ 690.00	\$ 945.00	\$ 945.00	\$ -
2	Adobe Illustrator Classes	\$ 200.00	\$ -	\$ -	\$ -
3	Misc. Opportunities	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
4	UNC School of Government Classes - 2/yr x 2 employees	\$ 675.00	\$ 855.00	\$ 1,035.00	\$ 1,035.00
5	NC Idea Ecosystem Summit	\$ 350.00	\$ -	\$ 350.00	\$ 350.00
6					
7					
8					
9					
10					
	Total - 2323 Training	\$ 2,065.00	\$ 1,800.00	\$ 2,480.00	\$ 1,535.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund

Dept. Head-Erin Fonseca
Dept #: Downtown Development - 1025

Division: Downtown Development - 1025

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NC Main Street Manager's Meeting-1/year required	\$ 200.00	\$ 422.97	\$ 400.00	\$ 400.00
2	NC Main Street Conference 3 persons at 2 nights @\$170/night plus food/travel at \$600	\$ 1,620.00	\$ 1,513.00	\$ 1,620.00	\$ -
3	General Mileage Reimbursement 3 @ \$25/month	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
4	NCDDA Downtown Day & Meetings	\$ 100.00	\$ 61.00	\$ 100.00	\$ 100.00
5	Community Support Costs i.e: Chamber events, Community Affairs Events, etc.	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
6	Staff Hosted Meetings 3 @ \$250 each	\$ 750.00	\$ -	\$ 750.00	\$ 370.00
7	NC Main Street Regional Meetings - 2/year required for accreditation	\$ 200.00		\$ 200.00	\$ 200.00
8	NC Main Street Orientation Classes - 4/year	\$ 400.00	\$ 25.00	\$ 400.00	\$ 400.00
9	Misc Opportunities	\$ 200.00		\$ 200.00	\$ 200.00
10	NC Idea Ecosystem Summit 1 night @\$160/night plus food/travel at \$150	\$ 310.00		\$ 310.00	\$ 310.00
11					
12					
	Total - 3121 Travel	\$ 4,380.00	\$ 2,021.97	\$ 4,580.00	\$ 2,580.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept. Head-Erin Fonseca
Dept #: Downtown Development - 1025
Division: Downtown Development - 1025
Account: 4911 Subscriptions

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Our State Magazine	\$ 30.00	\$ -	\$ -	\$ -
2	Goldsboro News Argus	\$ 162.00	\$ 152.00	\$ 162.00	\$ 162.00
3		\$ 24.00	\$ -	\$ -	\$ -
4	Canva-Graphic Design software	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 336.00	\$ 272.00	\$ 282.00	\$ 282.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund

Dept. Head-Erin Fonseca

Dept #: Downtown Development - 1025

Division: Downtown Development - 1025

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Main Street Center	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00
2	NC Downtown Development Association	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
3	Military Affairs Committee	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
4					
5					
6					
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 925.00	\$ 925.00	\$ 925.00	\$ 925.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept. Head-Erin Fonseca
Dept #: Downtown Development - 1025
Division: Downtown Development - 1025
Account: 4991 Downtown Projects

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Public Art Lease	\$ 18,000.00	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00
2	Crane Rental	\$ 2,000.00	\$ 1,270.22	\$ 2,000.00	\$ 2,000.00
3	New On-Street Parking Signage & Poles			\$6,000	\$ 6,000.00
4	NCMS Conference Host Expense			\$ 15,000.00	\$ 15,000.00
5					
6					
7					
8					
9					
10					
	Total - 4991 Downtown Projects	\$ 20,000.00	\$ 20,770.22	\$ 42,500.00	\$ 42,500.00

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: INFORMATION TECHNOLOGY

DEPARTMENT OVERVIEW:

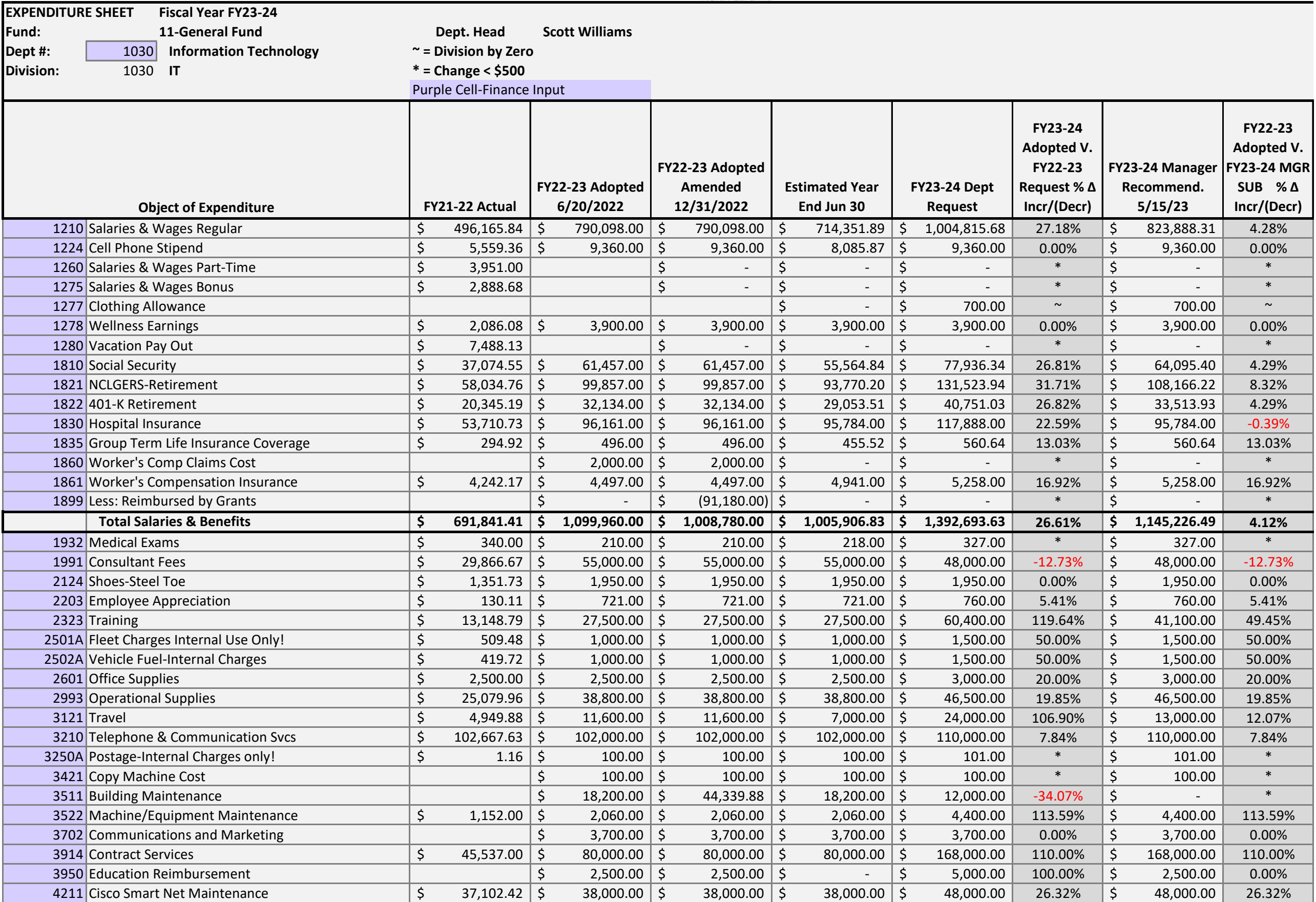
The Information Technology Department is responsible for all technology in the City. This includes computers, mobile devices, telephones, data connections, Wi-Fi, Internet service, fiber optic connections, and all associated items. We provide services to City staff in all departments and are an integral part of our services to the public. We endeavor to provide professional services that are customer-focused and in line with the mission and vision of the City.

GOALS/MAJOR OBJECTIVES:

- Increase staffing to meet the growing technology needs of the city.
- Add additional IT vehicles that best meet our needs.
- Continue technology replacement plans.
- Increase response time for fiber connectivity.
- To get ahead of technology needs to become proactive instead of reactive.

SIGNIFICANT BUDGET ISSUES:

- Cost of adding staff needed to meet the City's technology needs and support the efforts of other departments.
- Cost of Software maintenance and support.
- Cost of future upgrades; technology replacement plans for hardware items.
- Training costs for IT related training.



EXPENDITURE SHEET		Fiscal Year FY23-24								
Fund:		11-General Fund		Dept. Head		Scott Williams				
Dept #:		1030	Information Technology		~ = Division by Zero					
Division:		1030	IT		* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure			FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4221	Software License Fees		\$ 651,823.87	\$ 660,745.00	\$ 660,745.00	\$ 662,153.76	\$ 768,850.00	16.36%	\$ 743,722.00	12.56%
4511	Multi-Peril Insurance		\$ 21,637.00	\$ 22,933.00	\$ 22,933.00	\$ 24,327.00	\$ 28,353.00	23.63%	\$ 28,353.00	23.63%
4521	Auto Liability		\$ 1,057.86	\$ 1,095.00	\$ 1,095.00	\$ 1,124.00	\$ 1,314.00	20.00%	\$ 1,314.00	20.00%
4912	Fees & Dues			\$ 154.00	\$ 154.00	\$ 154.00	\$ 154.00	*	\$ 154.00	*
	Total Operating Expenditures		\$ 939,275.28	\$ 1,071,868.00	\$ 1,098,007.88	\$ 1,067,607.76	\$ 1,337,909.00	24.82%	\$ 1,267,981.00	18.30%
5189	HVAC					\$ -	\$ 732,000.00	~	\$ -	*
5200A	Technology Lease - FY21		\$ 762,646.62		\$ 103,375.98	\$ 96,839.00	\$ -	*	\$ -	*
5200D	Technology Lease - FY24			\$ -		\$ -	\$ 1,190,000.00	~	\$ 610,000.00	~
5202	Technology Capital			\$ 40,500.00	\$ 40,500.00	\$ 40,500.00	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck			\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 96,000.00	269.23%	\$ -	*
5469	Utility Van		\$ 30,233.10		\$ -	\$ -	\$ -	*	\$ -	*
5540	Telephone System			\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ -	*	\$ -	*
5739	Building Expansion		\$ 10,000.00		\$ -	\$ -	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 40,233.10	\$ 316,500.00	\$ 316,500.00	\$ 413,339.00	\$ 2,018,000.00	537.60%	\$ 610,000.00	92.73%
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Information Technology-IT Budget		\$ 1,671,349.79	\$ 2,488,328.00	\$ 2,423,287.88	\$ 2,486,853.59	\$ 4,748,602.63	90.84%	\$ 3,023,207.49	21.50%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Scott Williams		Green Cell - Department Input	
Dept #:	Information Technology - 1030				
Division:	IT - 1030				

	Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		12.2 FTE's	\$ 790,098.00	\$ 714,351.89	\$ 1,004,815.68	\$ 823,888.31
1224	Cell Phone Stipend		13 Employees	\$ 9,360.00	\$ 8,085.87	\$ 9,360.00	\$ 9,360.00
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	
1275	Salaries & Wages Bonus			\$ -	\$ -	\$ -	\$ -
1277	Clothing Allowance		These funds are for CoG logo apparel as well as safety clothing. 13 current employees			\$ 700.00	\$ 700.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
1280	Vacation Pay Out			\$ -	\$ -	\$ -	
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 61,457.00	\$ 55,564.84	\$ 77,936.34	\$ 64,095.40
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 99,857.00	\$ 93,770.20	\$ 131,523.94	\$ 108,166.22
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 32,134.00	\$ 29,053.51	\$ 40,751.03	\$ 33,513.93
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 96,161.00	\$ 95,784.00	\$ 117,888.00	\$ 95,784.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 496.00	\$ 455.52	\$ 560.64	\$ 560.64
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 2,000.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 4,497.00	\$ 4,941.00	\$ 5,258.00	\$ 5,258.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 1,099,960.00	\$ 1,005,906.83	\$ 1,392,693.63	\$ 1,145,226.49
1932	Medical Exams		For three requested positions.	\$ 210.00	\$ 218.00	\$ 327.00	\$ 327.00
1991	Consultant Fees	Y	See SCH1991	\$ 55,000.00	\$ 55,000.00	\$ 48,000.00	\$ 48,000.00
2124	Shoes-Steel Toe		These funds are for safety shoes/boots required for the jobs in IT. 13 current employees	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
2203	Employee Appreciation		These funds are for our employee Christmas Lunch and team building exercises. \$260 (\$20 x 13) Christmas Lunch, \$500 Team Building Exercises	\$ 721.00	\$ 721.00	\$ 760.00	\$ 760.00
2323	Training	Y	See SCH2323	\$ 27,500.00	\$ 27,500.00	\$ 60,400.00	\$ 41,100.00
2501A	Fleet Charges Internal Use Only!		This line provides funds to maintain vehicles by IT.	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
2502A	Vehicle Fuel-Internal Charges		This line provides funds for fuel for vehicles used by IT.	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
2601	Office Supplies		This line provides funds for office supplies, key fobs, as well as for UPS battery replacement and standard battery replacement for microphones, remotes, and various devices.	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
2993	Operational Supplies		\$25,000 Replacement Parts/Supplies for IT; \$11,000 to upgrade IT Staff Equipment; \$2,500 Bulk Cable and Fiber, UPS Large Batteries and Install \$8,000	\$ 38,800.00	\$ 38,800.00	\$ 46,500.00	\$ 46,500.00
3121	Travel	Y	See SCH3121	\$ 11,600.00	\$ 7,000.00	\$ 24,000.00	\$ 13,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24			Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Dept. Head-Scott Williams		Green Cell - Department Input
Dept #:	Information Technology - 1030				
Division:	IT - 1030				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
3210	Telephone & Communication Svcs		This line covers the expense of the telephone service for the entire City. These funds provide for local service, long distance, analog phone lines, Internet Circuits, DSL, and Air Cards used by the Police Department, Fire Department, and Inspections.	\$ 102,000.00	\$ 102,000.00	\$ 110,000.00	\$ 110,000.00
3250A	Postage-Internal Charges only!		This covers postage used by the IT Dept.	\$ 100.00	\$ 100.00	\$ 101.00	\$ 101.00
3421	Copy Machine Cost		This covers the cost of any copies made by the IT Dept.	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
3511	Building Maintenance		Carpet Replacement in IT Offices	\$ 18,200.00	\$ 18,200.00	\$ 12,000.00	\$ -
3522	Machine/Equipment Maintenance		This is for the machine maintenance for the wide format printer used by Engineering and Planning Departments.	\$ 2,060.00	\$ 2,060.00	\$ 4,400.00	\$ 4,400.00
3702	Communications and Marketing		Misc. videos for Mayor and CM Office	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00
3914	Contract Services	Y	See SCH3914	\$ 80,000.00	\$ 80,000.00	\$ 168,000.00	\$ 168,000.00
3950	Education Reimbursement		Scott Williams and Jesse Moore	\$ 2,500.00	\$ -	\$ 5,000.00	\$ 2,500.00
4211	Cisco Smart Net Maintenance		Software/Hardware support for telephone system, Webex, and Zoom.	\$ 38,000.00	\$ 38,000.00	\$ 48,000.00	\$ 48,000.00
4221	Software License Fees	Y	See SCH4221	\$ 660,745.00	\$ 662,153.76	\$ 768,850.00	\$ 743,722.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 22,933.00	\$ 24,327.00	\$ 28,353.00	\$ 28,353.00
4521	Auto Liability		Provided by Finance	\$ 1,095.00	\$ 1,124.00	\$ 1,314.00	\$ 1,314.00
4912	Fees & Dues		Dues for Project Mgmt. Institute	\$ 154.00	\$ 154.00	\$ 154.00	\$ 154.00
Total Operating Expenditures				\$ 1,071,868.00	\$ 1,067,607.76	\$ 1,337,909.00	\$ 1,267,981.00
5189	HVAC		Chiller, Boiler, and Controls Replacement			\$ 732,000.00	\$ -
5200A	Technology Lease - FY21				\$ 96,839.00		
5200D	Technology Lease - FY24			\$ -		\$ 1,190,000.00	\$ 610,000.00
5202	Technology Capital		Wide Format Printers/Plotters, Council and Large Conference Room Media Upgrades	\$ 40,500.00	\$ 40,500.00	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck		Ford Bronco Sport Base, 4DR, 4X4, 1.5L	\$ 26,000.00	\$ 26,000.00	\$ 96,000.00	\$ -
5469	Utility Van			\$ -		\$ -	\$ -
5540	Telephone System		Telephone System Upgrade	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -
5739	Building Expansion			\$ -		\$ -	\$ -
Total Capital Outlay				\$ 316,500.00	\$ 413,339.00	\$ 2,018,000.00	\$ 610,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Information Technology-IT Budget				\$ 2,488,328.00	\$ 2,486,853.59	\$ 4,748,602.63	\$ 3,023,207.49

CAPITAL OUTLAY				Fiscal Year FY23-24																	
Fund:		11-General Fund		Dept. Head-Scott Williams																	
Dept #:		Information Technology - 1030																			
Division:		IT - 1030																			
		Current Asset Information								Replacement Asset Information											
						Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?					
1	5200D	N/A	UPS Replacement	N/A	N/A	N/A	N/A	N/A	N/A	N	2	UPS Replacement	UPSs need replacement after 5 years of use on unit. These need to be purchased in conjunction with the Network Equipment in order to meet power requirements of new devices.	\$ 80,000.00	\$ -						
2	5200D	N/A	Network Equipment	N/A	N/A	N/A	N/A	N/A	N/A	N	2	Network Equipment Upgrade (Entire City)	The current network devices used by the city were purchased in September 2018. Many of the devices are end of sale and end of life for support and parts are difficult to find or unavailable. The life cycle on these devices is at an end and they need to be replaced to keep up with current technology and security updates. Existing system operating past their functional life cycle can create security concerns and vulnerabilities to our network and overall systems.	\$ 500,000.00	\$ -						
3	5200D	N/A	MDT Replacement and Drone Upgrades for Public Safety	N/A	N/A	N/A	N/A	N/A	N/A	N	1	MDT Replacement and Drone Upgrades for Public Safety	Our current MDTs were purchased in November 2018. The Warranty on these will expire this coming year and we are having some system failures. In order to keep Public Safety fully operational and able to be updated to the latest security and operating system patches, we need to replace these devices as soon as the exiting warranty expires. Non-warranty repairs are costly and create downtime that negatively impact Public Safety. New units will be faster and better capable of operating with the new CAD system implemented this year.	\$ 600,000.00	\$ 600,000.00						
4	5423	N/A	Addition	N/A	N/A	N/A	N/A	N/A	N/A	N		Ford Bronco Sport Base, 4DR, 4X4, 1.5L EcoBoost, 8-Speed Auto	The IT Department performs many tasks that require a dependable vehicle with the ability to carry large capacity items. (Contract price not available until May 2023)	\$ 32,000.00	\$ -						
5	5423	N/A	Addition	N/A	N/A	N/A	N/A	N/A	N/A	N		Ford Bronco Sport Base, 4DR, 4X4, 1.5L EcoBoost, 8-Speed Auto	The IT Department performs many tasks that require a dependable vehicle with the ability to carry large capacity items. (Contract price not available until May 2023)	\$ 32,000.00	\$ -						
6	5423	N/A	Addition	N/A	N/A	N/A	N/A	N/A	N/A	N		Ford Bronco Sport Base, 4DR, 4X4, 1.5L EcoBoost, 8-Speed Auto	The IT Department performs many tasks that require a dependable vehicle with the ability to carry large capacity items. (Contract price not available until May 2023)	\$ 32,000.00	\$ -						
7	5189	N/A	Chiller, Boiler, and Controls Replacement	N/A	N/A	N/A	N/A	N/A	N/A	N	3	Chiller and Boiler Replacement	The newest units are over 18 years old and have regular issues that require repairs. The cost of full coverage maintenance is high due to the type and age of the units. They have reached the point where we need to replace them for more efficient units which will save money our utility bills and a lower cost for yearly maintenance. Controls need to be upgraded and physical systems replaced due to age and difficulty getting support. Estimates for Chiller - \$388,000, Boiler - \$136,000, Controls \$207,500	\$ 732,000.00	\$ -						
8	5200D	N/A	Lease and Consulting Fees	N/A	N/A	N/A	N/A	N/A	N/A	N		Lease and Consulting Fees	Consultant fees associated with leases.	\$ 10,000.00	\$ 10,000.00						
9																					
10																					
Total Capital Outlay Reques				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 2,018,000.00	\$ 610,000.00						

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: IT - 1030
Account: 1991 Consultant Fees

Dept. Head-Scott Williams

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	RDBA Support for our Oracle Databases - Previously split between IT (\$14,000) and Utility funds (\$14,000). Future funds will all come from IT.	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00
2	Remote Network Services				
3	Remote Network/Phone/Fiber Surveys/Support Services	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00
4	Migrate Vision Software for PD (Data in DOS based Program)				
5	Penetration Testing/Monitoring - Imperva	\$ 25,000.00	\$ 25,000.00	\$ 15,000.00	\$ 15,000.00
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 55,000.00	\$ 55,000.00	\$ 48,000.00	\$ 48,000.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Scott Williams			
Dept #:	Information Technology - 1030					
Division:	IT - 1030					
Account:	2323 Training					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	(1) NCLGISA Registration	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2	(4) Microsoft, Cisco Training	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
3	(2) Energov Training	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
4	(4) Miscellaneous Training	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
5	(4) Books	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
6	(2) LinkedIn (formerly Lynda.com training)	\$ 4,200.00	\$ 4,200.00	\$ 4,400.00	\$ 4,400.00
7	(2) KnowBe4 (per year contract)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
8	(3) Cityworks Training	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
9	(2) UNC School of Government (PELA-Scott Williams)		\$ -	\$ 4,500.00	\$ -
10	(2) UNC School of Government (CIO-Donald Moore)		\$ -	\$ 4,000.00	\$ 4,000.00
11	(2) NCAUG (ArcGIS) Registration		\$ -	\$ 200.00	\$ 200.00
12	(5) Finance/HR Overview & Configuration for Banner Self-Service		\$ -	\$ 6,000.00	\$ 6,000.00
13	(5) Banner Employee Self-Service Training		\$ -	\$ 2,000.00	\$ 2,000.00
14	(3) Wilson Fiber Basic		\$ -	\$ 1,600.00	\$ 1,600.00
15	(4) Energov Conference		\$ -	\$ 2,800.00	\$ -
16	(4) Laserfische Training Conference		\$ -	\$ 1,400.00	\$ 400.00
17	(3) UNC SoG Fundamental Supervisory Practices Course		\$ -	\$ 3,200.00	\$ 700.00
18	(2) Leadership Wayne (Chris Cecchini)		\$ -	\$ 700.00	\$ -
19	(4) ESRI ArcGIS Enterprise Learning (James Boyette)		\$ -	\$ 4,500.00	\$ -
20	(4) CityWorks Conference			\$ 1,800.00	\$ -
21	Unspecified cut #1 by Manager				\$ -
22					
Total - 2323 Training		\$ 27,500.00	\$ 27,500.00	\$ 60,400.00	\$ 41,100.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: IT - 1030
Account: 3121 Travel

Dept. Head-Scott Williams

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	CIO School of Government Class Travel (PELA-Scott Williams)	\$ 1,500.00	\$ -	\$ 2,000.00	\$ -
2	CIO SOG Forum and Executive IT Summit (December)	\$ 300.00	\$ -	\$ -	\$ -
3	NC Digital Summit	\$ 300.00	\$ -	\$ -	\$ -
4	NCLGISA Fall Conference - Asheville, NC (3 days) - 4 Staff (Varies)	\$ 4,000.00	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00
5	NCLGISA Spring Conference - Wilmington, NC (3 days) - 4 Staff (Varies)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
6	Misc. Tech Events	\$ 1,500.00	\$ -	\$ 1,800.00	\$ 1,800.00
7	GIS Conference - Asheville NC, (4 days) (James Boyette)		\$ -	\$ 1,200.00	\$ 1,200.00
8	CityWorks Conference - SLC Utah, (5 days) (Donald Moore, James Boyette, CSA II)		\$ -	\$ 5,000.00	\$ -
9	Energov Travel		\$ -	\$ 2,000.00	\$ -
10	Laserfiche Travel		\$ -	\$ 2,000.00	\$ -
11	CIO School of Government Class Travel (CIO-Donald Moore)			\$ 2,000.00	\$ 2,000.00
12	Unspecified Cut #1 Manager 4/23/23				\$ -
	Total - 3121 Travel	\$ 11,600.00	\$ 7,000.00	\$ 24,000.00	\$ 13,000.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Scott Williams			
Dept #:	Information Technology - 1030					
Division:	IT - 1030					
Account:	3914 Contract Services					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Piedmont (Quarterly)	\$ 80,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00
2		Items not covered by Piedmont Contract		\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
3		Managed Cybersecurity		\$ 30,000.00	\$ 40,000.00	\$ 40,000.00
4		Piedmont - For additional buildings		\$ -	\$ 78,000.00	\$ 78,000.00
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		Total - 3914 Contract Services	\$ 80,000.00	\$ 80,000.00	\$ 168,000.00	\$ 168,000.00

SCH4221

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Dept. Head-Scott Williams

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: IT - 1030
Account: 4221 Software License Fees

Line #	Primary User	Orgn #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 302	FY22-23 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	CM	1012	Strategy and Performance Management Support - Clear Gov	\$ 16,000.00	\$ 15,600.00	\$ 22,000.00	\$ 22,000.00
2	ENGINEER	4172	Engineering Items:				
3	ENGINEER	4172	Trimble Mobile/Arcpad (1 yr.)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
4	ENGINEER	4172	Trimble GPS Unit (2 yr. warranty)	\$ 550.00	\$ 600.00	\$ 600.00	\$ 600.00
5	ENGINEER	4172	Trimble Software Maintenance	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
6	ENGINEER	4172	GPS Survey Software Maintenance	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
7	ENGINEER	4172	Civil 3D Autocad Subscription (3)	\$ 4,300.00	\$ 4,092.65	\$ 4,500.00	\$ 4,500.00
8	FINANCE	2111	Banner Finance (Annual Maintenance)	\$ 42,300.00	\$ 40,167.07	\$ 42,500.00	\$ 42,500.00
9	FINANCE	2111	Banner HR	\$ 25,500.00	\$ 24,100.22	\$ 25,500.00	\$ 25,500.00
10	FINANCE	2111	Oracle App Server	\$ 21,600.00	\$ 20,477.55	\$ 22,000.00	\$ 22,000.00
11	FINANCE	2111	Oracle Database	\$ 28,700.00	\$ 27,255.63	\$ 29,000.00	\$ 29,000.00
12	FINANCE	2111	Microfocus license 10 user license 1 developer IT-oracle-fprod - COBOL Support (Replaced by NetCOBOL)	\$ 650.00	\$ -	\$ -	\$ -
13	FINANCE	2111	1 Net Express Support - FPROD (Replaced by NetCOBOL)	\$ 1,100.00	\$ -	\$ -	\$ -
14	FINANCE	2111	Microfocus license FPROD (Replaced by NetCOBOL)	\$ 1,800.00	\$ -	\$ -	\$ -
15	FINANCE	2111	Assessments (Logics)	\$ 2,500.00	\$ 2,432.00	\$ 2,500.00	\$ 2,500.00
16	FINANCE	2111	Maintenance & Support - UBL DBMS Licenses	\$ 350.00	\$ 254.15	\$ 400.00	\$ 400.00
17	FINANCE	2111	Tech Support	\$ 1,000.00	\$ 949.46	\$ 1,000.00	\$ 1,000.00
18	FINANCE	2111	ODBC Connectivity Software (UBL (2) (Classic DBMS Lic)	\$ 350.00	\$ 306.90	\$ 400.00	\$ 400.00
19	FINANCE	2111	Tech Support 1 year Doc-E-Serve	\$ 2,100.00	\$ 2,184.00	\$ 2,200.00	\$ 2,200.00
20	FINANCE	2111	Formax Folder Sealer support	\$ 950.00	\$ 965.00	\$ 1,000.00	\$ 1,000.00
21	FINANCE	2111	RedHat Enterprise Premium Renewal (Banner App Server OS)	\$ 1,100.00	\$ 929.81	\$ 1,100.00	\$ 1,100.00
22	FINANCE	2111	Vecmar	\$ 250.00	\$ 124.00	\$ 300.00	\$ 300.00
23	FIRE	5120	Fire - ESO FARO Technologies Inc	\$ 1,000.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00
24	IT (Citywide Use)	1030	Energov Software Maintenance (Inspections Permits & Planning) (quarterly payments)	\$ 33,500.00	\$ 32,642.72	\$ 35,000.00	\$ 35,000.00
25	IT	1030	IT Software - DRI KernelApps (VHD Repair), BFPE International Fire Safety, FS *ColibriWP, 2CO.COM*TELESTREAM.NET Email support Renewal	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
26	IT	1030	Track-it (Was Numara software, now BMC Software) yearly maintenance	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
27	IT	1030	Add 4 Users	\$ 1,300.00	\$ 1,300.00	\$ 2,600.00	\$ 1,400.00
28	ENGINEER	4172	TBC Intermediate Network	\$ 2,800.00	\$ 2,865.00	\$ 3,000.00	\$ 3,000.00

SCH4221

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Dept. Head-Scott Williams

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: IT - 1030
Account: 4221 Software License Fees

Line #	Primary User	Orgn #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 302	FY22-23 Dept Request	FY23-24 Manager Recommend. 5/15/23
29	ENGINEER	4172	TBC Online Training/Consulting	\$ 350.00	\$ 350.00	\$ -	\$ -
30	IT	1030	Botkind Allways Sync Pro	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
31	IT	1030	SmartDeploy Deployment Software	\$ 10,000.00	\$ 8,450.00	\$ 10,000.00	\$ 10,000.00
32	IT	1030	PDQ Inventory/ Deploy Licenses	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
33	IT (Citywide Use)	1030	Archive Social	\$ 8,400.00	\$ 8,136.00	\$ 8,400.00	\$ 8,400.00
34	IT (Citywide Use)	1030	Rock Solid (formerly City Sourced)	\$ 8,000.00	\$ 8,020.00	\$ 8,400.00	\$ 8,400.00
35	IT (Citywide Use)	1030	ESRI	\$ 40,000.00	\$ 35,000.00	\$ 42,000.00	\$ 42,000.00
36	IT (Citywide Use)	1030	Drone - Pix4Dreact - Renewal	\$ 125.00	\$ 125.00	\$ 2,000.00	\$ 2,000.00
37	IT (Citywide Use)	1030	Website Development Tools	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
38	IT (Citywide Use)	1030	Digital River	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
39	IT (Citywide Use)	1030	Keymetric Software	\$ 30.00	\$ 30.00	\$ 100.00	\$ 100.00
40	IT (Citywide Use)	1030	SMS Text Fee	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
41	IT (Citywide Use)	1030	Twilio SMS Messaging	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
42	IT (Citywide Use)	1030	Wordfence	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
43	IT (Citywide Use)	1030	Avada	\$ 850.00	\$ 850.00	\$ 900.00	\$ 900.00
44	IT (Citywide Use)	1030	Palo Alto	\$ 6,300.00	\$ 5,450.00	\$ 6,300.00	\$ 6,300.00
45	IT (Citywide Use)	1030	Palo Alto - Wildfire Sub	\$ 5,600.00	\$ 4,858.00	\$ 5,600.00	\$ 5,600.00
46	IT (Citywide Use)	1030	Palo Alto - URL Filtering	\$ 9,700.00	\$ 8,466.00	\$ 9,700.00	\$ 9,700.00
47	IT (Citywide Use)	1030	Palo Alto - Threat Prevention	\$ 5,600.00	\$ 4,858.00	\$ 5,600.00	\$ 5,600.00
48	IT (Citywide Use)	1030	Ruckus	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
49	IT (Citywide Use)	1030	Watchdog Support Renewal	\$ 2,500.00	\$ 2,535.00	\$ 2,600.00	\$ 2,600.00
50	IT (Citywide Use)	1030	Solar Winds Network Monitoring Yearly License Fee (Engineer's Toolkit)	\$ 500.00	\$ 478.00	\$ 500.00	\$ 500.00
51	IT (Citywide Use)	1030	SolarWinds Serv-U Managed File Transfer	\$ 700.00	\$ 727.00	\$ 800.00	\$ 800.00
52	IT (Citywide Use)	1030	SolarWinds IPAM	\$ 1,600.00	\$ 1,518.00	\$ 1,500.00	\$ 1,500.00
53	IT (Citywide Use)	1030	Tenable Nessus	\$ 3,600.00	\$ 3,350.00	\$ 3,600.00	\$ 3,600.00
54	IT (Citywide Use)	1030	SolarWinds Virtualization Manager VM16 Upgrade (with 1 yr. maint.)		\$ -	\$ -	\$ -
55	IT (Citywide Use)	1030	SolarWinds Network Performance Monitor	\$ 4,500.00	\$ 4,430.00	\$ 4,500.00	\$ 4,500.00
56	IT (Citywide Use)	1030	SolarWinds Secure Event Manager	\$ 1,200.00	\$ 1,100.00	\$ 1,200.00	\$ 1,200.00
57	IT (Citywide Use)	1030	Dameware (Solar Winds Dameware Remote Support)	\$ 900.00	\$ 1,036.00	\$ 1,100.00	\$ 1,100.00
58	IT (Citywide Use)	1030	2 License	\$ 700.00	\$ 700.00	\$ -	\$ -
59	IT (Citywide Use)	1030	Brady Services (Security System Support) +Open Options	\$ 20,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00
60	IT (Citywide Use)	1030	Microsoft Enterprise Agreement & O365	\$ 150,000.00	\$ 152,810.55	\$ 160,000.00	\$ 160,000.00

SCH4221

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: IT - 1030
Account: 4221 Software License Fees

Dept. Head-Scott Williams

Line #	Primary User	Orgn #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 302	FY22-23 Dept Request	FY23-24 Manager Recommend. 5/15/23
61	IT (Citywide Use)	1030	Unitrends Backup Software (Replaced by HYCU)	\$ 3,800.00	\$ -	\$ -	\$ -
62	IT (Citywide Use)	1030	Unitrends Office 365 Online Backup (Replaced by HYCU)	\$ 23,000.00	\$ -	\$ -	\$ -
63	IT (Citywide Use)	1030	Trend Micro 500 Users	\$ 4,000.00	\$ 3,910.00	\$ 4,000.00	\$ 4,000.00
64	IT (Citywide Use)	1030	Laserfiche Annual Maintenance	\$ 11,000.00	\$ 13,440.00	\$ 15,500.00	\$ 15,500.00
65	IT (Citywide Use)	1030	Laserfiche License Expense (15)	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
66	IT (Citywide Use)	1030	Adobe Acrobat (30)	\$ 5,500.00	\$ 5,500.00	\$ 6,500.00	\$ 6,500.00
67	IT (Citywide Use)	1030	Adobe Creative Cloud (11)	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
68	IT (Citywide Use)	1030	Adobe Photoshop (3)	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
69	IT (Citywide Use)	1030	Jamf	\$ 6,000.00	\$ 6,000.00	\$ 6,700.00	\$ 6,700.00
70	IT (Citywide Use)	1030	Barracuda Mail Archiver	\$ 9,100.00	\$ 10,237.00	\$ 10,500.00	\$ 10,500.00
71	IT (Citywide Use)	1030	WireCast	\$ 400.00	\$ 476.00	\$ 500.00	\$ 500.00
72	IT (Citywide Use)	1030	SingleWire Maintenance (50 Users)	\$ 800.00	\$ 600.00	\$ 800.00	\$ 800.00
73	IT (Citywide Use)	1030	Survey Monkey (10 Users)	\$ 400.00	\$ 384.00	\$ 3,000.00	\$ 3,000.00
74	IT (Citywide Use)	1030	UPS Maintenance	\$ 6,000.00	\$ 5,500.00	\$ 6,000.00	\$ 6,000.00
75	IT (Citywide Use)	1030	GoDaddy Renewal for Several Sites/SSL	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
76	CM	1012	City Clerk - SoniClear	\$ 500.00	\$ 478.00	\$ 500.00	\$ 500.00
77	IT (Citywide Use)	1030	Story Blocks Renewal	\$ 400.00	\$ 360.00	\$ 400.00	\$ 400.00
78	IT (Citywide Use)	1030	IPVM Video Surveillance	\$ 200.00	\$ 199.00	\$ 200.00	\$ 200.00
79	IT	1030	Monday	\$ 3,000.00	\$ 2,880.00	\$ 3,000.00	\$ 3,000.00
80	IT (Citywide Use)	1030	Trend Micro Add 100 Users	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
81	IT (Citywide Use)	1030	Identity Automation (2 Factor Authentication) (Citywide Use)	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -
82	POLICE	6121	Police - CrimeView & Crime Mapping, Fire CrimeView	\$ 15,500.00	\$ 4,950.00	\$ 10,000.00	\$ 5,300.00
83	POLICE	6121	Identity Automation (2 Factor Authentication)	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
84	POLICE	6121	Netmotion Licenses 40 Current Users	\$ 6,000.00	\$ 4,000.00	\$ -	\$ -
85	PU	4176	WaterISAC	\$ 1,100.00	\$ 1,100.00	\$ -	\$ -
86	PW	4137	Tokay Software (Backflow Prevention Management Software)	\$ 550.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00
87	PW-Cemetary	1142	Pontem Cemetery Software	\$ 1,200.00	\$ 1,150.00	\$ 1,200.00	\$ 1,200.00
88	PW-GARAGE	1114	Opus Inspection ESP Service Fee	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00
89	PW-GARAGE	1114	Garage:				
90	PW-GARAGE	1114	RTA Yearly Maintenance (Garage Software)	\$ 3,900.00	\$ 3,950.00	\$ 4,000.00	\$ 4,000.00
91	PW-GARAGE	1114	Netmotion Maintenance	\$ 9,950.00	\$ 12,693.80	\$ 14,000.00	\$ 14,000.00
92	PW-GARAGE	1114	Pro-Link Edge Master Kit Scan Tool	\$ 9,300.00	\$ -	\$ -	\$ -
93	PW-GARAGE	1114	OBDII Emissions Test Unit Extended Service Contract (Opus)	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00

SCH4221

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Dept. Head-Scott Williams

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: IT - 1030
Account: 4221 Software License Fees

Line #	Primary User	Orgn #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 302	FY22-23 Dept Request	FY23-24 Manager Recommend. 5/15/23
94	PW-GARAGE	1114	Mitchell Maintenance Software---Diagnose problems with vehicles				
95	PW-GARAGE	1114	Mitchell1 - WEBGVTT - ONDEMAND5.com Government Subscription	\$ 1,800.00	\$ 1,788.00	\$ 1,800.00	\$ 1,800.00
96	PW-GARAGE	1114	Web MTR Government Sub	\$ 1,050.00	\$ 1,251.41	\$ 1,300.00	\$ 1,300.00
97	PW-GARAGE	1114	RTA Upgrade	\$ 6,300.00	\$ 6,300.00	\$ 6,300.00	\$ 300.00
98	PW-GARAGE	1114	NED Engine Diagnostics	\$ 700.00	\$ 648.00	\$ 700.00	\$ 700.00
99	PW-GARAGE	1114	JPRO Maintenance Software NEXT STEP (JPRO Commercial Fleet Diagnostics)	\$ 1,500.00	\$ 1,499.00	\$ 1,500.00	\$ 1,500.00
100	PW-GARAGE	1114	Allison Transmission (Noregon)	\$ 450.00	\$ 450.00	\$ 500.00	\$ 500.00
101	PW-GARAGE	1114	Caterpillar Maintenance Software (Electronic Technician 2010c v 1.0) (Gregory Poole)	\$ 900.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
102	PW-GARAGE	1114	Cummins Maintenance Software (Insite Service) (Engines)	\$ 800.00	\$ 770.00	\$ 800.00	\$ 800.00
103	PW-GARAGE	1114	SA International (Garage)	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
104	Z	z		\$ (4,710.00)			
105	IT (Citywide Use)	1030	DocuSign (2,000 envelopes)		\$ 4,800.00	\$ 11,600.00	\$ 11,600.00
106	IT (Citywide Use)	1030	SpamTitan		\$ 2,928.00	\$ 3,000.00	\$ 3,000.00
107	IT (Citywide Use)	1030	HYCU Data Protection 1 CPU Socket (Replacing Unitrends)		\$ 11,520.00	\$ 12,000.00	\$ 12,000.00
108	IT (Citywide Use)	1030	HYCU Protégé for O365 - 1 Mailbox (Replacing Unitrends)		\$ 24,576.00	\$ 25,000.00	\$ 25,000.00
109	IT (Citywide Use)	1030	NetCOBOL for Windows (Replacing Microfocus)		\$ 3,421.44	\$ 3,500.00	\$ 3,500.00
110	IT (Citywide Use)	1030	NetCOBOL for Windows Maintenance/Support (Replacing Microfocus)		\$ 950.40	\$ 1,100.00	\$ 1,100.00
111	IT (Citywide Use)	1030	Video Server License		\$ -	\$ 1,200.00	\$ 1,200.00
112	IT (Citywide Use)	1030	DUO MFA		\$ 14,500.00	\$ 15,000.00	\$ 15,000.00
113	IT (Citywide Use)	1030	Screenly		\$ 820.00	\$ 900.00	\$ 900.00
114	FINANCE	2111	Banner Employee Self Service License		\$ -	\$ 12,000.00	\$ 772.00
115	FINANCE	2111	Banner Employee Self Service Support		\$ -	\$ 2,400.00	\$ 400.00
116	POLICE	6121	PD - FARO Zone 2D/Network Soft Lock		\$ -	\$ 3,000.00	\$ 3,000.00
117	POLICE	6121	PD-LiveScan (Possibly move to PD budget)		\$ -	\$ 30,000.00	\$ 30,000.00
			Total - 4221 Software License Fees	\$ 660,745.00	\$ 662,153.76	\$ 768,850.00	\$ 743,722.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PUBLIC WORKS/ADMINISTRATION

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions--Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Stormwater Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Administrative Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Provide exceptional customer service to our citizens.
- Ensure prompt and effective support to all City departments.
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas.
- Optimize the Public Works Department's capabilities through effective use of funds, materials and manpower.
- Continue to implement Cityworks throughout all divisions within Public Works

SIGNIFICANT BUDGET ISSUES:

- Acquiring staffing commensurate with the overall level of need in each division to ensure continued success of the department.
- Rising costs associated with the maintenance and operation of an aging equipment fleet, as well as City infrastructure and facilities.
- Acquiring funding for significant Public Works Compound repairs, including refurbishing the old car wash, replacing perimeter fence, installing automated access gates, installing security access measures for complex doors, etc.

EXPENDITURE SHEET	Fiscal Year FY23-24		
Fund:	11-General Fund	Dept. Head	Rick Fletcher
Dept #:	1111	Public Works	~ = Division by Zero
Division:	1111	Public Works - Admin.	* = Change < \$500
			Purple Cell-Finance Input

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 171,111.53	\$ 237,521.00	\$ 236,771.00	\$ 146,471.00	\$ 291,331.18	22.65%	\$ 298,614.46	25.72%
1221	Employee Awards				\$ -	\$ 130.00	*	\$ 130.00	*
1224	Cell Phone Stipend	\$ 1,384.50	\$ 1,440.00	\$ 1,440.00	\$ 1,100.00	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%
1260	Salaries & Wages Part-Time		\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	*	\$ -	*
1262	Salaries & Wages Perm. Part-Time				\$ 13,785.00	\$ 20,000.00	~	\$ 20,500.00	~
1275	Salaries & Wages Bonus	\$ 825.34		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ 250.00	\$ 1,270.00	~	\$ 1,270.00	~
1278	Wellness Earnings	\$ 288.50	\$ 1,050.00	\$ 1,050.00	\$ 400.00	\$ 1,200.00	14.29%	\$ 1,200.00	14.29%
1280	Vacation Pay Out				\$ 850.00	\$ -	*	\$ -	*
1810	Social Security	\$ 12,994.24	\$ 19,279.00	\$ 19,279.00	\$ 12,458.48	\$ 24,125.90	25.14%	\$ 24,721.32	28.23%
1821	NCLGERS-Retirement	\$ 19,650.92	\$ 31,325.00	\$ 31,325.00	\$ 21,024.71	\$ 40,714.42	29.97%	\$ 41,719.24	33.18%
1822	401-K Retirement	\$ 6,888.88	\$ 10,081.00	\$ 10,081.00	\$ 6,514.24	\$ 12,614.85	25.13%	\$ 12,926.18	28.22%
1830	Hospital Insurance	\$ 13,536.68	\$ 22,191.00	\$ 22,191.00	\$ 29,472.00	\$ 29,472.00	32.81%	\$ 22,104.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 73.12	\$ 114.00	\$ 114.00	\$ 140.16	\$ 140.16	*	\$ 140.16	*
1860	Worker's Comp Claims Cost		\$ 600.00	\$ 600.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 1,417.00	\$ 1,502.00	\$ 1,502.00	\$ 1,481.00	\$ 1,576.00	4.93%	\$ 1,576.00	4.93%
1899	Less: Reimbursed by Grants		\$ -	\$ (33,511.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 228,170.71	\$ 337,103.00	\$ 302,842.00	\$ 233,946.59	\$ 424,014.50	25.78%	\$ 426,341.35	26.47%
2121	Uniforms	\$ 99.93	\$ 1,336.00	\$ 1,336.00	\$ -	\$ 1,000.00	-25.15%	\$ 1,000.00	-25.15%
2123	Protective Clothing	\$ 69.00	\$ 200.00	\$ 200.00	\$ 80.00	\$ 200.00	*	\$ 200.00	*
2124	Shoes-Steel Toe		\$ 300.00	\$ 300.00	\$ -	\$ 300.00	*	\$ 300.00	*
2203	Employee Appreciation	\$ 2,049.10	\$ 1,326.00	\$ 1,326.00	\$ 600.00	\$ 1,600.00	20.66%	\$ 1,600.00	20.66%
2323	Training	\$ 298.00	\$ 1,750.00	\$ 1,750.00	\$ 125.00	\$ 1,600.00	-8.57%	\$ 1,600.00	-8.57%
2501A	Fleet Charges Internal Use Only!	\$ 86.09	\$ 400.00	\$ 400.00	\$ 190.00	\$ 400.00	*	\$ 400.00	*
2502A	Vehicle Fuel-Internal Charges	\$ 161.79	\$ 200.00	\$ 200.00	\$ 50.00	\$ 200.00	*	\$ 200.00	*
2598	Fuel Tank Maintenance	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	0.00%	\$ -	*
2601	Office Supplies	\$ 2,863.68	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%
2993	Operational Supplies	\$ 7,474.08	\$ 8,375.00	\$ 8,375.00	\$ 7,200.00	\$ 8,375.00	0.00%	\$ 8,375.00	0.00%
3121	Travel		\$ 500.00	\$ 500.00	\$ -	\$ 750.00	50.00%	\$ 750.00	50.00%
3210	Telephone & Communication Svcs	\$ 2,165.99	\$ 1,375.00	\$ 1,375.00	\$ 2,400.00	\$ 2,400.00	74.55%	\$ 2,400.00	74.55%
3250A	Postage-Internal Charges only!	\$ 6.66	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*
3310	Electricity	\$ 98,934.30	\$ 90,000.00	\$ 90,000.00	\$ 100,000.00	\$ 110,000.00	22.22%	\$ 110,000.00	22.22%
3330	Natural Gas	\$ 37,957.53	\$ 30,000.00	\$ 30,000.00	\$ 36,432.00	\$ 36,000.00	20.00%	\$ 36,000.00	20.00%
3410	Printing		\$ 25.00	\$ 25.00	\$ -	\$ 25.00	*	\$ 25.00	*
3421	Copy Machine Cost	\$ 1,211.31	\$ 1,300.00	\$ 1,300.00	\$ 1,275.00	\$ 5,000.00	284.62%	\$ 5,000.00	284.62%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Rick Fletcher			
Dept #:		1111		Public Works		~ = Division by Zero			
Division:		1111		Public Works - Admin.		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3914	Contract Services	\$ 15,474.00		\$ -	\$ -	\$ -	*	\$ -	*
4221	Software License Fees	\$ 15,000.00	\$ 15,000.00	\$ 15,750.00	\$ 15,750.00	\$ 15,750.00	5.00%	\$ 15,750.00	5.00%
4511	Multi-Peril Insurance	\$ 8,846.58	\$ 9,377.00	\$ 9,377.00	\$ 11,168.00	\$ 13,017.00	38.82%	\$ 13,017.00	38.82%
4521	Auto Liability	\$ 229.67	\$ 238.00	\$ 238.00	\$ 245.00	\$ 286.00	*	\$ 286.00	*
4912	Fees & Dues		\$ 350.00	\$ 350.00	\$ -	\$ 350.00	*	\$ 350.00	*
9561	Office Supplies		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
	Total Operating Expenditures	\$ 194,187.71	\$ 165,762.00	\$ 166,512.00	\$ 179,175.00	\$ 200,963.00	21.24%	\$ 199,703.00	20.48%
5572	Security System				\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Public Works - Admin. Budget	\$ 422,358.42	\$ 502,865.00	\$ 469,354.00	\$ 413,121.59	\$ 624,977.50	24.28%	\$ 626,044.35	24.50%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Dept. Head-Rick Fletcher				Green Cell - Department Input
Dept #:	Public Works - 1111						
Division:	Public Works - Admin. - 1111						

	Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		4 FTE's	\$ 237,521.00	\$ 146,471.00	\$ 291,331.18	\$ 298,614.46
1221	Employee Awards		Service award for Rick-\$100		\$ -	\$ 130.00	\$ 130.00
1224	Cell Phone Stipend		2 FTE's @ \$60/month (Rick and Deputy)	\$ 1,440.00	\$ 1,100.00	\$ 1,440.00	\$ 1,440.00
1260	Salaries & Wages Part-Time			\$ 12,000.00			
1262	Salaries & Wages Perm. Part-Time		Custodian w/benefits (\$20K) PPT		\$ 13,785.00	\$ 20,000.00	\$ 20,500.00
1275	Salaries & Wages Bonus			\$ -			
1277	Clothing Allowance		4 FTE's @ \$250/ea (Rick, Deputy, 2 admins) plus 27%		\$ 250.00	\$ 1,270.00	\$ 1,270.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 1,050.00	\$ 400.00	\$ 1,200.00	\$ 1,200.00
1280	Vacation Pay Out				\$ 850.00	\$ -	\$ -
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 19,279.00	\$ 12,458.48	\$ 24,125.90	\$ 24,721.32
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 31,325.00	\$ 21,024.71	\$ 40,714.42	\$ 41,719.24
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 10,081.00	\$ 6,514.24	\$ 12,614.85	\$ 12,926.18
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 22,191.00	\$ 29,472.00	\$ 29,472.00	\$ 22,104.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 114.00	\$ 140.16	\$ 140.16	\$ 140.16
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 600.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 1,502.00	\$ 1,481.00	\$ 1,576.00	\$ 1,576.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 337,103.00	\$ 233,946.59	\$ 424,014.50	\$ 426,341.35
2121	Uniforms		Uniform service - 1 FTE (Deputy)and 1 PTE (Custodian)	\$ 1,336.00	\$ -	\$ 1,000.00	\$ 1,000.00
2123	Protective Clothing		2 FTE's for safety jacket, safety vest, head, ear and eye protection	\$ 200.00	\$ 80.00	\$ 200.00	\$ 200.00
2124	Shoes-Steel Toe		2 FTE's @ \$150/ea (Rick and Deputy)	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
2203	Employee Appreciation		80 FTE's @ \$20/ea=\$1600	\$ 1,326.00	\$ 600.00	\$ 1,600.00	\$ 1,600.00
2323	Training	Y	Annual trainings for 4 FTE's	\$ 1,750.00	\$ 125.00	\$ 1,600.00	\$ 1,600.00
2501A	Fleet Charges Internal Use Only!			\$ 400.00	\$ 190.00	\$ 400.00	\$ 400.00
2502A	Vehicle Fuel-Internal Charges			\$ 200.00	\$ 50.00	\$ 200.00	\$ 200.00
2598	Fuel Tank Maintenance		UST Annual fee * Moved to Orgn 1115 (Finance)	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ -
2601	Office Supplies		Funds to purchase office supplies for the complex	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
2993	Operational Supplies		Funds to purchase paper goods, janitorial supplies and waiting area supplies	\$ 8,375.00	\$ 7,200.00	\$ 8,375.00	\$ 8,375.00
3121	Travel	Y		\$ 500.00	\$ -	\$ 750.00	\$ 750.00
3210	Telephone & Communication Svcs		Funds for cable service (Spectrum) and data plan for (2) iPads	\$ 1,375.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
3250A	Postage-Internal Charges only!			\$ 50.00	\$ -	\$ 50.00	\$ 50.00

JUSTIFICATION SHEET Fiscal Year FY23-24 Fund: 11-General Fund Dept #: Public Works - 1111 Division: Public Works - Admin. - 1111 Dept. Head-Rick Fletcher				Blue Font - Detail Schedule Requested Green Cell - Department Input			
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/15/23
3310	Electricity		Funds for electrical service @ City Hall and complex - Increase due to projected/confirmed Duke Energy rate increase of approx. 12%	\$ 90,000.00	\$ 100,000.00	\$ 110,000.00	\$ 110,000.00
3330	Natural Gas		Funds for natural gas service @ City Hall and complex - increased even with mild/warm winter this past year. Natural gas prices have increased and are projected to increase again this year.	\$ 30,000.00	\$ 36,432.00	\$ 36,000.00	\$ 36,000.00
3410	Printing			\$ 25.00	\$ -	\$ 25.00	\$ 25.00
3421	Copy Machine Cost		Contract price for maintenance and supplies - per I.T. adding 2 color copier & 1 monochrome copier for Front Office, B&G and Garage - removing 8 desk top printers.	\$ 1,300.00	\$ 1,275.00	\$ 5,000.00	\$ 5,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -	\$ -
4221	Software License Fees		Cityworks software fees	\$ 15,000.00	\$ 15,750.00	\$ 15,750.00	\$ 15,750.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 9,377.00	\$ 11,168.00	\$ 13,017.00	\$ 13,017.00
4521	Auto Liability		Provided by Finance	\$ 238.00	\$ 245.00	\$ 286.00	\$ 286.00
4912	Fees & Dues	Y		\$ 350.00	\$ -	\$ 350.00	\$ 350.00
9561	Office Supplies		Desk calendars	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Total Operating Expenditures				\$ 165,762.00	\$ 179,175.00	\$ 200,963.00	\$ 199,703.00
5572	Security System					\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Public Works - Admin. Budget				\$ 502,865.00	\$ 413,121.59	\$ 624,977.50	\$ 626,044.35

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1111

Division: Public Works - Admin. - 1111

Account: 2323 Training

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Chemical Spill Response 2 employees @ \$125 (Rick & Deputy)	\$ 250.00	\$ 125.00	\$ 250.00	\$ 250.00
2	APWA Conference 1 Employees	\$ 250.00		\$ 250.00	\$ 250.00
3		\$ 1,000.00			
4	Continuing Education for Admin - Exec and Admin II	\$ 250.00		\$ 500.00	\$ 500.00
5	Water Collection (I) - Rick			\$ 300.00	\$ 300.00
6	Waste Water Distribution C - Rick			\$ 300.00	\$ 300.00
7					
8					
9					
10					
	Total - 2323 Training	\$ 1,750.00	\$ 125.00	\$ 1,600.00	\$ 1,600.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1111

Division: Public Works - Admin. - 1111

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Travel expenses for educational workshops/Conferences	\$ 500.00	\$ -	\$ 750.00	\$ 750.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ 500.00	\$ -	\$ 750.00	\$ 750.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 1111

Division: Public Works - Admin. - 1111

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Funds for Membership to APWA, AWWA, EWWN Etc.	\$ 350.00	\$ -	\$ 350.00	\$ 350.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total - 4912 Fees & Dues		\$ 350.00	\$ -	\$ 350.00	\$ 350.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: GARAGE DIVISION

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions--Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Storm Water Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Garage Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Facilitate staff training to remain current with the maintenance and repair requirements on newer vehicles and equipment.
- Track and manage fuel usage Citywide.
- Continue to facilitate staff training to ensure compliance with state and federal requirements in regulated areas.
- Prioritize and balance costs between in-house and outside repair services.

SIGNIFICANT BUDGET ISSUES:

- High cost of maintaining an aging vehicle and equipment fleet, especially associated with acquiring less available parts.
- Cost of replacing much needed in-ground lifts for heavy equipment bays.
- Cost of updating diagnostic equipment

EXPENDITURE SHEET		Fiscal Year FY23-24			
Fund:	11-General Fund	Dept. Head	Rick Fletcher		
Dept #:	1114	Public Works			
Division:	1114	Garage			
			~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input		

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 508,234.06	\$ 564,367.00	\$ 564,367.00	\$ 504,198.36	\$ 573,583.85	1.63%	\$ 575,876.91	2.04%
1220	Salaries & Wages Overtime	\$ 1,326.84	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
1221	Employee Awards	\$ 4,539.39		\$ -	\$ -	\$ 65.00	*	\$ 65.00	*
1277	Clothing Allowance				\$ 250.00	\$ 317.50	*	\$ 317.50	*
1278	Wellness Earnings	\$ 2,688.82	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%
1280	Vacation Pay Out				\$ 7,400.00	\$ -	*	\$ -	*
1810	Social Security	\$ 37,643.30	\$ 43,602.00	\$ 43,602.00	\$ 39,431.80	\$ 44,336.83	1.69%	\$ 44,512.24	2.09%
1821	NCLGERS-Retirement	\$ 58,965.94	\$ 70,847.00	\$ 70,847.00	\$ 66,544.38	\$ 74,822.02	5.61%	\$ 75,118.05	6.03%
1822	401-K Retirement	\$ 20,671.38	\$ 22,799.00	\$ 22,799.00	\$ 20,617.93	\$ 23,182.65	1.68%	\$ 23,274.38	2.09%
1830	Hospital Insurance	\$ 74,451.74	\$ 81,367.00	\$ 81,367.00	\$ 88,416.00	\$ 88,416.00	8.66%	\$ 88,416.00	8.66%
1835	Group Term Life Insurance Coverage	\$ 438.64	\$ 458.00	\$ 458.00	\$ 420.48	\$ 420.48	*	\$ 420.48	*
1860	Worker's Comp Claims Cost	\$ 1,051.42	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 4,136.38	\$ 4,385.00	\$ 4,385.00	\$ 3,529.00	\$ 3,756.00	-14.34%	\$ 3,756.00	-14.34%
1899	Less: Reimbursed by Grants		\$ -	\$ (97,653.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 714,147.91	\$ 796,425.00	\$ 698,772.00	\$ 734,407.96	\$ 814,500.33	2.27%	\$ 817,356.56	2.63%
1932	Medical Exams	\$ 27.00	\$ 100.00	\$ 100.00	\$ 150.00	\$ 100.00	*	\$ 100.00	*
2111	Cleaning Supplies	\$ 500.00	\$ 550.00	\$ 550.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
2121	Uniforms	\$ 14,360.83	\$ 13,500.00	\$ 13,500.00	\$ 18,000.00	\$ 18,500.00	37.04%	\$ 18,500.00	37.04%
2123	Protective Clothing	\$ 179.91	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	*	\$ 450.00	*
2124	Shoes-Steel Toe	\$ 1,327.78	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	0.00%	\$ 1,900.00	0.00%
2323	Training	\$ 703.00	\$ 1,500.00	\$ 1,500.00	\$ 515.00	\$ 935.00	-37.67%	\$ 935.00	-37.67%
2501A	Fleet Charges Internal Use Only!	\$ 2,282.35	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 2,152.66	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2511	Oil & Lubricants	\$ 30,903.32	\$ 35,000.00	\$ 35,000.00	\$ 43,200.00	\$ 45,000.00	28.57%	\$ 45,000.00	28.57%
2520	Tires & Tubes	\$ 135,597.26	\$ 163,000.00	\$ 163,000.00	\$ 165,000.00	\$ 180,000.00	10.43%	\$ 170,000.00	4.29%
2521	Tire Repairs	\$ 18,789.63	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	-20.00%	\$ 20,000.00	-20.00%
2531	Automotive Parts	\$ 309,859.02	\$ 350,000.00	\$ 350,000.00	\$ 370,000.00	\$ 370,000.00	5.71%	\$ 370,000.00	5.71%
2592	Gasoline	\$ 684,997.62		\$ -	\$ -	\$ -	*	\$ -	*
2593	Batteries	\$ 8,992.02	\$ 9,000.00	\$ 9,000.00	\$ 16,000.00	\$ 20,000.00	122.22%	\$ 20,000.00	122.22%
2595	Car Wash		\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2596	Diesel Fuel	\$ 360,550.42		\$ -	\$ -	\$ -	*	\$ -	*
2601	Office Supplies	\$ 1,032.90	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	33.33%	\$ 2,000.00	33.33%
2993	Operational Supplies	\$ 4,789.83	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 4,000.00	-46.67%	\$ 4,000.00	-46.67%
2994	Tools	\$ 5,296.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	25.00%	\$ 10,000.00	25.00%
2995	Welding Supplies	\$ 901.38	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Rick Fletcher			
Dept #:		1114 Public Works		~ = Division by Zero					
Division:		1114 Garage		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
2999	Welding Gases	\$ 517.50	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
3210	Telephone & Communication Svcs	\$ 1,440.97	\$ 1,500.00	\$ 1,500.00	\$ 1,620.00	\$ 1,620.00	8.00%	\$ 1,620.00	8.00%
3250A	Postage-Internal Charges only!		\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	*	\$ 10.00	*
3510	Repairs (Insurance Claims)	\$ 725.39		\$ -	\$ -	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 12,281.98	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	0.00%	\$ 10,500.00	0.00%
3531	Outside Repairs	\$ 191,783.52	\$ 125,000.00	\$ 148,218.18	\$ 175,000.00	\$ 175,000.00	40.00%	\$ 156,983.00	25.59%
3914	Contract Services				\$ -	\$ 17,000.00	~	\$ 17,000.00	~
3950	Education Reimbursement		\$ 400.00	\$ 400.00	\$ -	\$ -	*	\$ -	*
4221	Software License Fees				\$ -	\$ 7,000.00	~	\$ 7,000.00	~
4391	Equipment Rent	\$ 15,171.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 2,997.28	\$ 3,177.00	\$ 3,177.00	\$ 4,025.00	\$ 4,691.00	47.66%	\$ 4,691.00	47.66%
4521	Auto Liability	\$ 961.22	\$ 995.00	\$ 995.00	\$ 1,021.00	\$ 1,194.00	20.00%	\$ 1,194.00	20.00%
4912	Fees & Dues	\$ 200.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 1,350.00	285.71%	\$ 1,350.00	285.71%
	Total Operating Expenditures	\$ 1,809,321.79	\$ 784,432.00	\$ 807,650.18	\$ 870,041.00	\$ 900,050.00	14.74%	\$ 872,033.00	11.17%
5423	Crew-Cab Pick-Up Truck				\$ -	\$ 40,000.00	~	\$ 40,000.00	~
5527	Miscellaneous Equipment		\$ 13,500.00	\$ 13,500.00	\$ 12,626.00	\$ -	*	\$ -	*
5553	Refrigerant Recovery System		\$ 12,300.00	\$ 12,300.00	\$ 11,441.00	\$ -	*	\$ -	*
5644	Power Lifts		\$ 38,500.00	\$ 38,500.00	\$ 30,000.00	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 13,500.00	\$ 13,500.00	\$ 54,067.00	\$ 40,000.00	196.30%	\$ 40,000.00	196.30%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Garage Budget	\$ 2,523,469.70	\$ 1,594,357.00	\$ 1,519,922.18	\$ 1,658,515.96	\$ 1,754,550.33	10.05%	\$ 1,729,389.56	8.47%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 1114				
Division:	Garage - 1114				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		12 FTE's	\$ 564,367.00	\$ 504,198.36	\$ 573,583.85	\$ 575,876.91
1220	Salaries & Wages Overtime		Funds for staff to assist other divisions for off schedule events i.e. winter storms, solid waste schedule changes, etc. Only a few events this year, but staff opted for Comp Time vs Over Time this year.	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00
1221	Employee Awards		Service award for G. Pippin-\$50	\$ -	\$ -	\$ 65.00	\$ 65.00
1277	Clothing Allowance		1 FTE @\$250 (Superintendent) plus 27%		\$ 250.00	\$ 317.50	\$ 317.50
1278	Wellness Earnings		\$300 per participating employee per year	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1280	Vacation Pay Out				\$ 7,400.00	\$ -	\$ -
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 43,602.00	\$ 39,431.80	\$ 44,336.83	\$ 44,512.24
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 70,847.00	\$ 66,544.38	\$ 74,822.02	\$ 75,118.05
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 22,799.00	\$ 20,617.93	\$ 23,182.65	\$ 23,274.38
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 81,367.00	\$ 88,416.00	\$ 88,416.00	\$ 88,416.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 458.00	\$ 420.48	\$ 420.48	\$ 420.48
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 3,000.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 4,385.00	\$ 3,529.00	\$ 3,756.00	\$ 3,756.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 796,425.00	\$ 734,407.96	\$ 814,500.33	\$ 817,356.56
1932	Medical Exams			\$ 100.00	\$ 150.00	\$ 100.00	\$ 100.00
2111	Cleaning Supplies		Funds to purchase high detergent soap used to clean small engines and automotive engine parts. (\$275 x 55gal drum)	\$ 550.00	\$ 300.00	\$ 300.00	\$ 300.00
2121	Uniforms		Rental Service for 11 employees for Uniforms. Avg \$350/wk for uniform contract	\$ 13,500.00	\$ 18,000.00	\$ 18,500.00	\$ 18,500.00
2123	Protective Clothing		Funds for gloves, eye protection, aprons, ear protection, etc.	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
2124	Shoes-Steel Toe		Steel-toed shoes for twelve (12) FTEs, including 1 pair welder's boots -- \$150 X 11= \$1650 plus \$250 X 1= \$1,900	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00
2323	Training	Y	Funds for registration fees and certification classes (12) FTEs, NC State Vehicle Inspection Certification- \$70 X 12= \$840, NC State Vehicle Emissions Certification -\$70 X 12= \$840 (\$840+\$840=\$1680) and Chemical Spill Class - 3 @ \$125/ea	\$ 1,500.00	\$ 515.00	\$ 935.00	\$ 935.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 1114				
Division:	Garage - 1114				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
2501A	Fleet Charges Internal Use Only!		Operation of 4 vehicles and equipment--(1) 2001 Dodge Ram (1) 2017 Ford F250 (1) 2018 Dodge Durango (1) 2001 Ford Ranger---2001 Landa Portable Washer, 2014 Lincon Portable Welder.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2502A	Vehicle Fuel-Internal Charges		Fuel for 4 vehicles & equipment - adjusted for fuel cost	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2511	Oil & Lubricants		Purchase oils & lubricants for the City's entire fleet of vehicles and equipment. The increase funds is due to the 20% increase of petroleum prducts	\$ 35,000.00	\$ 43,200.00	\$ 45,000.00	\$ 45,000.00
2520	Tires & Tubes		Funds to purchase tires for the City's fleet of vehicles and heavy equipment - increase due to rising costs of tires and increase of the city's fleet. The increase of funds is due to the increase of petroleum products. (Avg cost of tires; Police Vehicles-\$160 ea, Fire Truck \$541-\$709 ea, Heavy Duty Trucks \$238-\$370 ea.)	\$ 163,000.00	\$ 165,000.00	\$ 180,000.00	\$ 170,000.00
2521	Tire Repairs		Funds for contracted repairs or replacement of large truck and equipment tires.Tire repair costs reduced due to lack of service providers. Garage purchased extra rims to have tires installed on rims available to install as needed.	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
2531	Automotive Parts		Funds to purchase automotive parts to maintain & repair the City's fleet. Increased to meet actual costs to maintain aging fleet. Also increase of funds is due to the expiration of warranties on most of the city's police fleet and trucks causing a higher cost of purchasing parts needed for repairs to the city's fleet. (410 Rolling Stock vehicles & equipment per FY 20-21 benchmark; 11 adm cars; 112 patrol cars; 149 passenger vehicles; 16 heavy duty trash trucks; 4 heavy duty sewer trucks; 13 fire trucks; 3 street sweepers; 67 trailers; 34 construction equipment such as backhoes, excavators, etc.; 2 buses.)	\$ 350,000.00	\$ 370,000.00	\$ 370,000.00	\$ 370,000.00
2592	Gasoline		Managed by Finance	\$ -			
2593	Batteries		Funds to purchase batteries for the City's fleet consisting of vehicles, equipment and specialty equipment as needed. The increase battery cost and the expiration of vehicle warranties is a factor of purchasing more batteries than previous years; Batteries have increased approx. \$115-\$150 for light duty vehicles and \$140-\$170 for heavy duty vehicles (20% - 30% increase) The total batteries replaced in FY 22-23: 150	\$ 9,000.00	\$ 16,000.00	\$ 20,000.00	\$ 20,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24			Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input		
Dept #:	Public Works - 1114				
Division:	Garage - 1114				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
2595	Car Wash		Funds to purchase soap and supplies for car wash operation. Carwash soap \$250 x 55 gal drum; carwash wand \$150 x1; carwash heavy duty brushes with handles \$85 x1; Also funds to maintain hoses, valves, and other wearable parts on machine.	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
2596	Diesel Fuel		Managed by Finance	\$ -			
2601	Office Supplies		Funds to purchase office supply items such as paper, file folders, pens, thermal paper for fuel machine, etc. for the garage operation.	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2993	Operational Supplies		Funds to purchase NC Emission & Safety Inspection E-Stickers \$500; Shop Supplies (dry sweep,gasker sealer, etc) \$900; Miscellaneous Equipment needed by mechanics \$2500	\$ 7,500.00	\$ 7,500.00	\$ 4,000.00	\$ 4,000.00
2994	Tools		Funds to purchase specialty tools used by division mechanics and to replace damaged or unserviceable tools. \$ 700/per 10 Mechanics for tool replacement = \$7,000, Heavy Duty floor Jack for Truck Shop -\$ 1,500, Heavy jack stands - \$500, \$1000-specialty tools replacement (Oversize wrenches/socket sets, Pry Bar, Lifting Devices, etc.)	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
2995	Welding Supplies		Funds to purchase welding supplies such as helmets, grinding wheels, welding wire, rods, etc.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2999	Welding Gases		Funds to purchase gases for cutting and welding.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3210	Telephone & Communication Svcs		Funds for smart phone service for employees(3 phones @ \$45/per line = \$135/mth = \$1620/yr).	\$ 1,500.00	\$ 1,620.00	\$ 1,620.00	\$ 1,620.00
3250A	Postage-Internal Charges only!			\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
3510	Repairs (Insurance Claims)			\$ -			
3522	Machine/Equipment Maintenance		Funds for gas pump repairs and maintenance (break-away hoses, PMI filter changes, etc...), service contract for used solvent, OSHA Overhead Hoist and Floor Jacks (6 ea serviceable in-ground vehicle lift; 3 ea diesel fuel pumps; 5 ea unleaded fuel pumps; 1 ea 500 waste oil tank; 3 ea solvent cleaning tanks)	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00
3531	Outside Repairs		Funds for contracted repairs outside the scope or capability of the garage staff or facility/equipment (Alignments, overhauls, etc.). Requested funds reflect historical costs of maintaing an aging fleet.	\$ 125,000.00	\$ 175,000.00	\$ 175,000.00	\$ 156,983.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 1114				
Division:	Garage - 1114				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
3914	Contract Services		Wrecker service for City vehicles/equipment - increased. Cars increased from \$125 to \$250 and Heavy Equipment increased from \$325 to \$550 avg per tow. The total city vehicles towed in FY 21-22 are: (23) 15 Heavy Duty Trucks; 13 Pickup Truck, Police Vehicles and Adm Cars, etc. The age of the city's fleet, daily usage and more frequent breakdowns is a factor for the increase funding.			\$ 17,000.00	\$ 17,000.00
3950	Education Reimbursement			\$ 400.00	\$ -	\$ -	\$ -
4221	Software License Fees		NC Emission Analyer Contract \$ 950, Heavy Duty Repair Software service contract (Mitchell Online, Cummins Insite - JPRO Commercial Vehicle Diagnostic, Allison Transmission Software) \$3500, SNAP-ON scanner updates \$2300		\$ -	\$ 7,000.00	\$ 7,000.00
4391	Equipment Rent			\$ 17,000.00	\$ 17,000.00		\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,177.00	\$ 4,025.00	\$ 4,691.00	\$ 4,691.00
4521	Auto Liability		Provided by Finance	\$ 995.00	\$ 1,021.00	\$ 1,194.00	\$ 1,194.00
4912	Fees & Dues	Y	Funds for membership dues for the A.P.W.A. Fleet Maintenance Division and the American Welders Society. Welders Society Membership Dues- \$200; A.P.W.A. Membership Dues- \$150. Annual Safety Inspections and Repairs, service for UST's Testing per North Carolina State, OSHA In-Ground Hydraulic lift annual safety inspections and Repairs, etc.	\$ 350.00	\$ 350.00	\$ 1,350.00	\$ 1,350.00
Total Operating Expenditures				\$ 784,432.00	\$ 870,041.00	\$ 900,050.00	\$ 872,033.00
5423	Crew-Cab Pick-Up Truck					\$ 40,000.00	\$ 40,000.00
5527	Miscellaneous Equipment			\$ 13,500.00	\$ 12,626.00	\$ -	\$ -
5553	Refrigerant Recovery System			\$ 12,300.00	\$ 11,441.00	\$ -	\$ -
5644	Power Lifts			\$ 38,500.00	\$ 30,000.00	\$ -	\$ -
Total Capital Outlay				\$ 64,300.00	\$ 54,067.00	\$ 40,000.00	\$ 40,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Garage Budget				\$ 1,645,157.00	\$ 1,658,515.96	\$ 1,754,550.33	\$ 1,729,389.56

CAPITAL OUTLAY																	
Fiscal Year FY23-24																	
Fund:		11-General Fund Dept. Head-Rick Fletcher															
Dept #:		Public Works - 1114															
Division:		Garage - 1114															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
1	5423	P889	2001 DODGE 1500	\$ 14,482.78	172,190	2,000	\$ 2,198.45	\$ 1,049.07	\$ 345.33	N	1	FORD F-150 CRW CAB	Replacing 2001 Dodge shop pickup with high mileage and a salvage title from accident, Maintenance cost is exceeding vehicle value, spent \$19,009 over life of vehicle	\$40,000	\$ 40,000.00		
2																	
3																	
4																	
5																	
Total Capital Outlay Request				\$ 14,482.78		\$ 2,000.00	\$ 2,198.45	\$ 1,049.07	\$ 345.33						\$ 40,000.00	\$ 40,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 1114
Division: Garage - 1114
Account: 2323 Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	On-Board Diagnostics Emissions (4 FTE's @\$70/ea)	\$ 840.00	\$ 70.00	\$ 280.00	\$ 280.00
2	Chemical Response Training (3 employees @ \$125/ea)	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00
3	State Inspection certifications (4 FTE's @ \$70/ea)	\$ 840.00	\$ 70.00	\$ 280.00	\$ 280.00
4		\$ (555.00)			
5					
6					
7					
8					
9					
10					
	Total - 2323 Training	\$ 1,500.00	\$ 515.00	\$ 935.00	\$ 935.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 1114
Division: Garage - 1114
Account: 4912 Fees & Dues

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Funds for membership fees for APWA and Welders Society (Welders Society cost increased)	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
2	Annual Safety Inspections and Repairs, service for UST's Testing per North Carolina State			\$ 500.00	\$ 500.00
3	OSHA In-Ground Hydraulic lift annual safety inspections			\$ 500.00	\$ 500.00
4					
5					
6					
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 350.00	\$ 350.00	\$ 1,350.00	\$ 1,350.00

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Rick Fletcher			
Dept #:		1115		Public Works					
Division:		1115		Garage Service Credits					
				~ = Division by Zero					
				* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
2592	Gasoline	\$ -	\$ 1,056,000.00	\$ 1,056,000.00	\$ 657,608.00	\$ 764,490.00	-27.61%	\$ 739,553.00	-29.97%
2596	Diesel Fuel	\$ -	\$ 673,000.00	\$ 673,000.00	\$ 419,100.93	\$ 486,971.00	-27.64%	\$ 486,971.00	-27.64%
2598	Fuel Tank Maintenance				\$ -	\$ 1,300.00	~	\$ 1,300.00	~
3522	Machine/Equipment Maintenance				\$ -	\$ 2,500.00	~	\$ 2,500.00	~
4221	Software License Fees				\$ -	\$ 4,188.00	~	\$ 4,188.00	~
4972	Garage Service Credits	\$ (865,216.33)	\$ (770,500.00)	\$ (770,500.00)	\$ (701,998.89)	\$ (759,750.00)	*	\$ (749,750.00)	*
4972A	Garage Service Credits-Fuel	\$ (542,812.14)	\$ (1,729,000.00)	\$ (1,729,000.00)	\$ (717,793.93)	\$ (928,649.00)	*	\$ (903,712.00)	*
4972B	Garage Service Credits-GWTA Fuel				\$ (323,556.00)	\$ (325,000.00)	*	\$ (325,000.00)	*
4972C	Garage Service Credits-GHA Fuel				\$ (35,360.00)	\$ (36,000.00)	*	\$ (36,000.00)	*
	Total Operating Expenditures	\$ (1,408,028.47)	\$ (770,500.00)	\$ (770,500.00)	\$ (701,999.89)	\$ (789,950.00)	*	\$ (779,950.00)	*
5227	Fuel Island Refurbishing				\$ -	\$ 30,200.00	~	\$ 30,200.00	~
	Total Capital Outlay				\$ -	\$ 30,200.00	~	\$ 30,200.00	~
	Total Public Works-Garage Service Credits Budget	\$ (1,408,028.47)	\$ (770,500.00)	\$ (770,500.00)	\$ (701,999.89)	\$ (759,750.00)	*	\$ (749,750.00)	*

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input
Dept #:	Public Works - 1115		
Division:	Garage Service Credits - 1115		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2592	Gasoline		Transferred from 1114-2592	\$ 1,056,000.00	\$ 657,608.00	\$ 764,490.00	\$ 739,553.00
2596	Diesel Fuel		Transferred from 1114-2596	\$ 673,000.00	\$ 419,100.93	\$ 486,971.00	\$ 486,971.00
2598	Fuel Tank Maintenance		Transferred from 1111-2598; DEQ permit	\$ -	\$ -	\$ 1,300.00	\$ 1,300.00
3522	Machine/Equipment Maintenance		Transferred from 1114-3522; general repair & maintenance, i.e tank sensors, parts	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
4221	Software License Fees		Monthly fee for cloud based fuel system. (RTA system is antiquated and can only be accessed by a few personnel in Fleet. This is going to a cloud based system for bulk fuel management, fuel site management and fuel card management). \$349/month	\$ -	\$ -	\$ 4,188.00	\$ 4,188.00
4972	Garage Service Credits	Y	See detail schedule tab (Orgn 1114-2592 \$520K, 2596 \$325K)	\$ (770,500.00)	\$ (701,998.89)	\$ (759,750.00)	\$ (749,750.00)
4972A	Garage Service Credits-Fuel	Y	See detail schedule tab (Orgn 1114-2592 \$520K, 2596 \$325K)	\$ (1,729,000.00)	\$ (717,793.93)	\$ (928,649.00)	\$ (903,712.00)
4972B	Garage Service Credits-GWTA Fuel		Estimated Reimbursement from GWTA for Fuel - estimate \$25K per month	\$ -	\$ (323,556.00)	\$ (325,000.00)	\$ (325,000.00)
4972C	Garage Service Credits-GHA Fuel		Estimated Reimbursement from GHA for Fuel	\$ -	\$ (35,360.00)	\$ (36,000.00)	\$ (36,000.00)
Total Operating Expenditures				\$ (770,500.00)	\$ (701,999.89)	\$ (789,950.00)	\$ (779,950.00)
5227	Fuel Island Refurbishing	Y	Fix TLS350 quote \$25,189.45 - fix the card reader, ethernet board and fuel monitoring equipment. System is near critical failure. Cost will be proportionately spread over all participating organizations. Software integration for fuel site module, bulk fuel module and fuel card module. System is currently run on RTA and system is antiquated and not user friendly. Cost will be proportionately split with participating organizations. \$3000.00. Additional supplies for upgrade for B&G and IT \$2,000 supplies.	\$ -	\$ -	\$ 30,200.00	\$ 30,200.00
Total Capital Outlay				\$ -	\$ -	\$ 30,200.00	\$ 30,200.00
Total Public Works-Garage Service Credits Budg				\$ (770,500.00)	\$ (701,999.89)	\$ (759,750.00)	\$ (749,750.00)

CAPITAL OUTLAY				Fiscal Year FY23-24												
Fund:		11-General Fund		Dept. Head-Rick Fletcher												
Dept #:		Public Works - 1115														
Division:		Garage Service Credits - 1115														
		Current Asset Information								Replacement Asset Information						
		Maintenance Cost History														
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5227									N			Upgrade to the Goeneriges module for transaction processing.	\$ 28,200.00	\$ 28,200.00	
2	5227									N			Supplies to run fiber to the fuel island	\$ 2,000.00	\$ 2,000.00	
3																
4																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 30,200.00	\$ 30,200.00	

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:		11-General Fund		Dept. Head-Catherine Gwynn		
Dept #:		Public Works - 1115				
Division:		Garage Service Credits - 1115				
Account:		4972A Garage Service Credits-Fuel				
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Internal Fuel Charges - Acct #2502A				
2	1011	1011-Mayor/Council				
3	1012	1012-City Manager				
4	1016	1016-HR	\$ (1,200.00)	\$ (500.00)	\$ (750.00)	\$ (750.00)
5	1017	1017-Community Relations				
6	1018	1018-Paramount				
7	1020	1020-GEC				
8	1024	1024-Inspections	\$ (4,000.00)	\$ (5,400.00)	\$ (5,500.00)	\$ (5,500.00)
9	1025	1025-DGDC				
10	1030	1030-Information Technology	\$ (1,000.00)	\$ (1,000.00)	\$ (1,500.00)	\$ (1,500.00)
11	1111	1111-PW-Admin	\$ (200.00)	\$ (50.00)	\$ (200.00)	\$ (200.00)
12	1114	1114-PW-Garage	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
13	1133	1133-PW-Bldg Maintanance	\$ (36,208.00)	\$ (20,000.00)	\$ (30,000.00)	\$ (30,000.00)
14	1142	1142-PW-Cemetery	\$ (5,000.00)	\$ (5,500.00)	\$ (6,500.00)	\$ (6,500.00)
15	2111	2111-Finance				
16	3151	3151-Planning	\$ (5,200.00)	\$ (3,052.63)	\$ (5,200.00)	\$ (5,200.00)
17	4134	4134-PW-Streets	\$ (38,017.00)	\$ (30,000.00)	\$ (38,000.00)	\$ (38,000.00)
18	4143	4143-PW-Solid Waste	\$ (416,372.00)	\$ (230,000.00)	\$ (300,000.00)	\$ (290,063.00)
19	4172	4172-Engineering	\$ (25,344.00)	\$ (20,000.00)	\$ (25,000.00)	\$ (25,000.00)
20	5120	5120-Fire	\$ (231,901.00)	\$ (72,000.00)	\$ (100,000.00)	\$ (85,000.00)
21	6121	6121-Police	\$ (398,269.00)	\$ (200,000.00)	\$ (200,000.00)	\$ (200,000.00)
22	7460	7460-Parks & Rec	\$ (45,258.00)			
23	7461	7461-Golf				
24	4137	4137-Stormwater	\$ (72,413.00)	\$ (50,000.00)	\$ (70,000.00)	\$ (70,000.00)
25	4174	4174-Billing & Meters Services	\$ (18,827.00)	\$ (10,500.00)	\$ (18,000.00)	\$ (18,000.00)
26	4175	4175-PW-Maintenance	\$ (126,722.00)	\$ (50,000.00)	\$ (70,000.00)	\$ (70,000.00)
27	4176	4176-PU-Water	\$ (3,000.00)	\$ (3,972.58)	\$ (3,000.00)	\$ (3,000.00)
28	4177	4177-PU-Waste	\$ (34,396.00)	\$ (10,066.00)	\$ (34,396.00)	\$ (34,396.00)
29	4179	4179-PU-Compost	\$ (18,103.00)	\$ (3,252.72)	\$ (18,103.00)	\$ (18,103.00)
30	9077	9077-T & T				
31		GWTA	\$ (220,000.00)			
32		GHA	\$ (25,070.00)			
33		Gas 2592				
34		Diesel 2596				
		Total - 4972A Garage Service Credits-Fuel	\$ (1,729,000.00)	\$ (717,793.93)	\$ (928,649.00)	\$ (903,712.00)

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:		11-General Fund		Dept. Head-Catherine Gwynn		
Dept #:		Public Works - 1115				
Division:		Garage Service Credits - 1115				
Account:		4972 Garage Service Credits				
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Internal Fleet Charges - Acct #2501A				
2	1011	1011-Mayor/Council				
3	1012	1012-City Manager				
4	1016	1016-HR	\$ (1,000.00)	\$ (500.00)	\$ (750.00)	\$ (750.00)
5	1017	1017-Community Relations				
6	1018	1018-Paramount				
7	1020	1020-GEC				
8	1024	1024-Inspections	\$ (2,000.00)	\$ (2,100.00)	\$ (2,500.00)	\$ (2,500.00)
9	1025	1025-DGDC				
10	1030	1030-Information Technology	\$ (1,000.00)	\$ (1,000.00)	\$ (1,500.00)	\$ (1,500.00)
11	1111	1111-PW-Admin	\$ (400.00)	\$ (190.00)	\$ (400.00)	\$ (400.00)
12	1114	1114-PW-Garage	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
13	1133	1133-PW-Bldg Maintanance	\$ (18,000.00)	\$ (18,000.00)	\$ (20,000.00)	\$ (20,000.00)
14	1142	1142-PW-Cemetery	\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
15	2111	2111-Finance				
16	3151	3151-Planning	\$ (1,550.00)	\$ (1,101.52)	\$ (1,550.00)	\$ (1,550.00)
17	4134	4134-PW-Streets	\$ (25,000.00)	\$ (25,000.00)	\$ (25,000.00)	\$ (25,000.00)
18	4143	4143-PW-Solid Waste	\$ (280,000.00)	\$ (280,000.00)	\$ (280,000.00)	\$ (280,000.00)
19	4172	4172-Engineering	\$ (6,000.00)	\$ (6,500.00)	\$ (6,500.00)	\$ (6,500.00)
20	5120	5120-Fire	\$ (89,500.00)	\$ (89,500.00)	\$ (89,500.00)	\$ (79,500.00)
21	6121	6121-Police	\$ (150,000.00)	\$ (150,000.00)	\$ (150,000.00)	\$ (150,000.00)
22	7460	7460-Parks & Rec	\$ (8,000.00)	\$ -	\$ -	\$ -
23	7461	7461-Golf				
24	4137	4137-Stormwater	\$ (45,000.00)	\$ (45,000.00)	\$ (45,000.00)	\$ (45,000.00)
25	4174	4174-Billing & Meters Services	\$ (4,550.00)	\$ (3,500.00)	\$ (4,550.00)	\$ (4,550.00)
26	4175	4175-PW-Maintenance	\$ (75,000.00)	\$ (50,000.00)	\$ (75,000.00)	\$ (75,000.00)
27	4176	4176-PU-Water	\$ (4,000.00)	\$ (3,883.58)	\$ (4,000.00)	\$ (4,000.00)
28	4177	4177-PU-Waste	\$ (12,000.00)	\$ (5,403.53)	\$ (6,000.00)	\$ (6,000.00)
29	4179	4179-PU-Compost	\$ (40,000.00)	\$ (12,820.26)	\$ (40,000.00)	\$ (40,000.00)
30	9077	9077-T & T				
31						
32						
		Total - 4972 Garage Service Credits	\$ (770,500.00)	\$ (701,998.89)	\$ (759,750.00)	\$ (749,750.00)

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PUBLIC WORKS/BUILDING & GROUNDS

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions--Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Stormwater Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Buildings & Grounds Maintenance Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Set forth a plan to evaluate, prioritize and correct deficiencies in aging City owned buildings.
- Provide timely support to all departments citywide.
- Continue efforts to better secure the Public Works complex with an automated gate.
- Pursue an effective and efficient process to maintaining Right-of-Ways and City owned lots.
- Support City sponsored special events, including Lights Up, DGDC Annual Banquet, Center Street Jam, and Freedom Fest.
- Promote growth in job knowledge, encourage teamwork, instill a sense of pride in our work and the City.

SIGNIFICANT BUDGET ISSUES:

- Funding for the Supervisor position to assist the Superintendent with daily operations, coordination, and ensuring safety within the 2-operation department.
- Implement cost effective procedures to efficiently maintain aging buildings.
- Obtaining resources to secure the appropriate equipment to maintain Right-of-Ways.
- Acquiring funding for the automated gate for added security.

FY24 Budget 11-1133_2 (MGR02).xlsx - Expenditure

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Rick Fletcher			
Dept #:		1133	Public Works		~ = Division by Zero				
Division:		1133	Building & Grounds		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3914	Contract Services	\$ 11,733.73	\$ 9,700.00	\$ 9,700.00	\$ 9,700.00	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 29,610.85	\$ 31,385.00	\$ 31,385.00	\$ 36,667.00	\$ 42,734.00	36.16%	\$ 42,734.00	36.16%
4521	Auto Liability	\$ 2,754.79	\$ 2,851.00	\$ 2,851.00	\$ 2,925.00	\$ 3,421.00	19.99%	\$ 3,421.00	19.99%
4912	Fees & Dues	\$ 635.61	\$ 3,000.00	\$ 3,000.00	\$ 2,932.00	\$ 300.00	*	\$ 300.00	*
4990	Equipment Expense	\$ 4,074.50		\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 177,452.09	\$ 221,179.00	\$ 206,179.00	\$ 213,496.63	\$ 238,930.00	8.03%	\$ 226,080.00	2.22%
5086	Garage Bay Door				\$ -	\$ 20,000.00	~	\$ 11,980.00	~
5099	Gates				\$ -	\$ 15,000.00	~	\$ -	*
5303	Heavy Duty Mower				\$ -	\$ 15,000.00	~	\$ 15,000.00	~
5423	Crew-Cab Pick-Up Truck				\$ -	\$ 55,149.80	~	\$ -	*
5431	Riding Lawnmower		\$ 13,000.00	\$ 13,000.00	\$ 12,175.94	\$ -	*	\$ -	*
5436	Pick-Up Truck W/Extended Cab	\$ 287.93	\$ -	\$ 44,184.74	\$ 42,200.93	\$ -	*	\$ -	*
5449	Tractor W/Boom Mower				\$ -	\$ 135,000.00	~	\$ -	*
5527	Miscellaneous Equipment		\$ 17,000.00	\$ 17,000.00	\$ 13,028.88	\$ -	*	\$ -	*
5644	Power Lifts				\$ -	\$ 12,000.00	~	\$ -	*
	Total Capital Outlay	\$ 287.93	\$ 30,000.00	\$ 74,184.74	\$ 67,405.75	\$ 252,149.80	740.50%	\$ 26,980.00	-10.07%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Building & Grounds Budget	\$ 668,744.22	\$ 839,595.00	\$ 807,014.74	\$ 748,075.97	\$ 1,153,488.79	37.39%	\$ 850,279.07	1.27%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund			Dept. Head-Rick Fletcher			Green Cell - Department Input
Dept #:	Public Works - 1133						
Division:	Building & Grounds - 1133						

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		9 FTE's		\$ 383,578.00	\$ 308,706.95	\$ 428,350.18	\$ 382,229.24
1220 Salaries & Wages Overtime		Overtime for City's special events - Center Street Jams, Lights-up, DGDC Annual Dinner, etc. Most personnel elected to take comp time rather than overtime for FY22-23, funds requested are calculated to cover staff opting for pay vs. Comp time.		\$ 5,500.00		\$ 5,500.00	\$ 5,500.00
1224 Cell Phone Stipend		Two (2) employees - Michael Braswell and Donald Stokes		\$ 1,440.00	\$ 1,049.00	\$ 1,440.00	\$ 1,440.00
1260 Salaries & Wages Part-Time		Two (2) temp employees previously @14.50 per hour for 1000 hours each, increased to \$15 per hour.		\$ 29,000.00	\$ 6,071.88	\$ 30,000.00	\$ 30,000.00
1275 Salaries & Wages Bonus				\$ -			\$ -
1277 Clothing Allowance		Superintendent (\$250) Supervisor (\$450) plus 27%			\$ 350.00	\$ 889.00	\$ 889.00
1278 Wellness Earnings		\$300 per participating employee per year		\$ 2,700.00	\$ 2,700.00	\$ 3,000.00	\$ 2,700.00
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%		\$ 32,300.00	\$ 24,394.15	\$ 35,892.21	\$ 32,341.01
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 52,482.00	\$ 41,167.13	\$ 60,571.03	\$ 54,578.09
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 16,889.00	\$ 12,755.11	\$ 18,767.17	\$ 16,910.33
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 59,176.00	\$ 66,312.00	\$ 73,680.00	\$ 66,312.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 381.00	\$ 315.36	\$ 350.40	\$ 350.40
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 2,000.00	\$ 772.00	\$ 1,223.00	\$ 1,223.00
1861 Worker's Compensation Insurance		Provided by Finance		\$ 2,970.00	\$ 2,580.00	\$ 2,746.00	\$ 2,746.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ -			
Total Salaries & Benefits				\$ 588,416.00	\$ 467,173.59	\$ 662,408.99	\$ 597,219.07
1932 Medical Exams		Drug testing - random and new hires, including part-time		\$ 150.00	\$ 397.00	\$ 500.00	\$ 500.00
2121 Uniforms		Uniforms to cover 9 employees: 5 @ \$300/yr for building maintenance staff and (new) supervisor, plus uniform contract rental cost for grounds maintenance staff.		\$ 3,550.00	\$ 3,000.00	\$ 3,550.00	\$ 3,250.00
2123 Protective Clothing		PPE for Buildings and Grounds. This would consist of working gloves, eye protection, hearing protection, vests, dust masks, hard hats, electrical gloves and rubber gloves and boots. Increase due to (new) Supervisor position and general cost increases for products.		\$ 1,000.00	\$ 1,000.00	\$ 1,200.00	\$ 800.00
2124 Shoes-Steel Toe		Dept- \$150 per employee per City Policy @ 10 FTE. *Includes boots for "new" Supervisor position		\$ 1,350.00	\$ 1,350.00	\$ 1,500.00	\$ 1,350.00
2323 Training	Y	Pesticide certification for one employee \$125 and Chemical Spill class for two employees \$100 each.		\$ 475.00	\$ 325.63	\$ 325.00	\$ 325.00
2501 Vehicle Operation/Maintenance				\$ -			

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input	
Dept #:	Public Works - 1133			
Division:	Building & Grounds - 1133			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2501A	Fleet Charges Internal Use Only!		Vehicle maintenance funds to keep, mowers, tractors, trailers, bucket truck and department vehicles operational.	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00
2502A	Vehicle Fuel-Internal Charges		Vehicle fuel for all B&G fleet rolling stock - vehicles, tractors, mowers, etc.	\$ 36,208.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00
2593	Batteries			\$ -			
2993	Operational Supplies		Building Maintenance materials and supplies to cover Electrical, Plumbing, IT projects, HVAC repairs, Lighting, Carpentry and Painting supplies for general facility maintenance and repair. Also includes funds for Grounds Maintenance operational supplies--chemicals to spray, etc. This is for the grounds department to maintain the city lots and right of ways. We currently have 256 lots that we maintain and about 160 miles of Right-of Ways.	\$ 33,500.00	\$ 33,500.00	\$ 33,500.00	\$ 33,500.00
2994	Tools		Funds to provide serviceable tools (power tool, wrenches, meters, hand tools, etc.) for all facility and grounds maintenance requirements citywide.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3121	Travel	Y		\$ -	\$ -	\$ -	\$ -
3210	Telephone & Communication Svcs		Service for (3) iPads and (1) iPhone @ \$45 a month for the phone and \$38.01 for the Ipads. Both x 12 months - per I.T.	\$ 2,000.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
3250A	Postage-Internal Charges only!			\$ 10.00	\$ -	\$ -	\$ -
3508	Repairs-Christmas Lights Water Twr		Funds to purchase/replace Christmas decorations and string lights annually as needed. Also includes contracting a high elevation contractor annually to replace burnt out bulbs, sockets and replace wiring when needed on the water tower (\$4,200). Replacing GFCI receptacles, drop cords and sockets annually along Center Street, as well as replacing/repairing bulbs for Mega Tree, wreaths and overheads. Additional 300-400 tree light strings are needed each year, either for replacement or tree growth - 400 x \$20 = \$8K.	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00
3510	Repairs (Insurance Claims)			\$ -			

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 1133				
Division:	Building & Grounds - 1133				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3511	Building Maintenance	Y	General Maintenance Requirements (Unplanned/ Unscheduled)-- electrical repairs and additions, Incandescent/LED lighting conversions, LED emergency lighting conversion, street light repairs, plumbing repairs, roofing problems. City Hall building maintenance is included in this line along with Dodson Pest Control, Keen Plumbing, Envirocon, Carolina Phone & Alarm, Crossroads Fire Protection, NC Department of Labor and all other misc. repairs. As our buildings age the cost to repair and maintain them increases. Substantial increase due to moving inspections and preventative maintenance out of Fees and Dues and also Contract Services .	\$ 54,500.00	\$ 58,100.00	\$ 76,300.00	\$ 64,300.00
3522	Machine/Equipment Maintenance		Funding to procure expendable parts and hardware for grounds maintenance equipment. Mower blades, trimmer string, 2 cycle oil, tires, belts and other parts to keep the zero turn mowers, trimmers, backpack blowers, and mowing tractors operational.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3591	Radio Maintenance		Line item no longer needed.	\$ -			
3914	Contract Services	Y		\$ 9,700.00	\$ 9,700.00	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 31,385.00	\$ 36,667.00	\$ 42,734.00	\$ 42,734.00
4521	Auto Liability		Provided by Finance	\$ 2,851.00	\$ 2,925.00	\$ 3,421.00	\$ 3,421.00
4912	Fees & Dues	Y		\$ 3,000.00	\$ 2,932.00	\$ 300.00	\$ 300.00
4990	Equipment Expense			\$ -			
Total Operating Expenditures				\$ 221,179.00	\$ 213,496.63	\$ 238,930.00	\$ 226,080.00
5086	Garage Bay Door		Original door and motor (1978 - 45 yrs old)). Failing and needs to be replaced. Limits access for heavy equipment repairs to one side - must back equipment into the bay.			\$ 20,000.00	\$ 11,980.00
5099	Gates		The current gate is manually operated and presents security issues--inadvertently left open after hours. An automated gate, similar to the Water Treatment Plant's access gate, would limit access and automatically open and close to ensure compound security is not compromised. Cost of the gate would be split between Utility Funds, Storm Water Funds and General Funds, \$15K each for a \$45K total. Must be approved in all three budgets (B & G, Stormwater & D & C) to fund project.			\$ 15,000.00	\$ -

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input	
Dept #:	Public Works - 1133			
Division:	Building & Grounds - 1133			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
5303	Heavy Duty Mower		This zero turn mower is 11 years old, industry standard for replacement is 5 years. Over the 11 years, \$19,336 has been spent on parts and labor to keep this mower operational.			\$ 15,000.00	\$ 15,000.00
5423	Crew-Cab Pick-Up Truck		Replace a 15 year old F350 Super Duty Dually that has out lived its usefulness. The department is no longer in need of this heavy of a truck and downsizing to a F150 Super crew would be more cost efficient. Over the life of this vehicle we have spent \$15,400 to keep it operational.			\$ 55,149.80	\$ -
5431	Riding Lawnmower		Replacing Hustler E1086 FY22-23	\$ 13,000.00	\$ 12,175.94	\$ -	\$ -
5436	Pick-Up Truck W/Extended Cab		FY22-23		\$ 42,200.93	\$ -	\$ -
5449	Tractor W/Boom Mower		Replace tractor and mowing equipment that is not designed to perform the mowing that the department is required to do. The current tractor will not safely handle the boom mower that is needed to mow right-of-ways, ditches and also perform cut backs.\$11000 plus has been spent to keep the piece of equipment operational in just the 2 mowing seasons we have had it due to wear and tear. Trade in value for the current set-up is \$68000	\$ -		\$ 135,000.00	\$ -
5527	Miscellaneous Equipment		Replacement street lights 1 14 foot and 1 25 foot FY22-23	\$ 17,000.00	\$ 13,028.88	\$ -	\$ -
5644	Power Lifts		Purchase of this lift would enable the department to reach lighting issues safer than ladders, reach areas not serviceable with the bucket truck and to also work in conjunction with the bucket truck to more efficiently complete taskings.			\$ 12,000.00	\$ -
Total Capital Outlay				\$ 30,000.00	\$ 67,405.75	\$ 252,149.80	\$ 26,980.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Building & Grounds Budget				\$ 839,595.00	\$ 748,075.97	\$ 1,153,488.79	\$ 850,279.07

<div> <div> CAPITAL OUTLAY Fiscal Year FY23-24 Fund: 11-General Fund Dept. Head-Rick Fletcher Dept #: Public Works - 1133 Division: Building & Grounds - 1133 </div> </div>																
Current Asset Information										Replacement Asset Information						
Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5099	N/A	Automatic access security gate for Public Works Complex.	N/A	N/A	N/A	\$ -	\$ -	\$ -	N	1	Automated, electric chain driven gate with key fob access.	The current gate is manually operated and presents security issues--inadvertently left open after hours. An automated gate, similar to the Water Treatment Plant's access gate, would limit access and automatically open and close to ensure compound security is not compromised. Cost of the gate would be split between Utility Funds, Storm Water Funds and General Funds, \$15K each for a \$45K total. Must be approved in all three budgets (B & G, Stormwater & D & C) to fund project.	\$ 15,000.00	\$ -	
2	5086	N/A	1978 Roll-up door	N/A	N/A	N/A	\$ -	\$ -	\$ -	N	2	18x18 Roll-up garage door and motor	Original door and motor needing repairs slows work in the garage due to impeding Vehicle movement. Replacing the door and motor will eliminate down time for parts and repairs.	\$ 20,000.00	\$ 11,980.00	
3	5449	E1496	2020/John Deere/6100M	\$ 107,089.00	1,581	\$68,000	\$ 2,598.67	\$ 4,835.31	\$ 3,342.25	N	3	John Deere 6105E, mid mount boom mower, tag along rotary cutter.	Replace tractor and flail mowers. The current flail mower set up is not compatible with current operations--vibrations and uneven surfaces are causing excessive damage to the flail mowers. A boom and deck mower setup would be more practical, but the current tractor will not safely handle the boom mower that is needed to mow right-of-ways, ditches and also perform cut backs. Therefore, the tractor needs to be upgraded to the next higher model. \$11000 plus has been spent to keep the flail mower operational in just the 2 mowing seasons we have had it. Trade in value for the current set-up is \$68000 - reflected in the funds request.	\$ 135,000.00	\$ -	
4	5303	E1274	2007 Hustler 72" Deck 35HP	\$ 9,526.00	1,391	\$ 2,000.00	\$ 5,019.60	\$ 1,750.74	\$ 248.89	N	4	Big Dog FX1000 60" Deck 35 HP	This zero turn mower is 11 years old, industry standard is 5 year replacement. Over the 11 years \$19,336 has been spent on parts and labor to keep this mower operational.	\$ 15,000.00	\$ 15,000.00	
5	5644					\$ -	\$ -	\$ -	\$ -	U	5	2014 Skyjack SJIII3219 Scissors Lift	Purchase of this lift would enable the department to more effectively and safely reach higher elevations to perform repairs. It would be safer than ladders and would help reach places the bucket truck can't be used.	\$ 12,000.00	\$ -	
6	5423	P1098	2008 Ford F350 Super Duty Dually	\$ 22,066.00	93,912	\$ 8,000.00	\$ 510.56	\$ 1,266.11	\$ 1,051.50	N	6	F-150 4x4 SuperCrew Pickup Truck	This is to replace a 15 year old dually that has out lived its usefulness. The department is no longer in need of this heavy duty truck and downsizing would be more cost efficient. Over the life of this vehicle we have spent \$15,400 to keep it operational.	\$ 55,149.80	\$ -	

<div> <div> Fiscal Year CAPITAL OUTLAY FY23-24 </div> <div> Fund: 11-General Fund Dept #: Public Works - 1133 Division: Building & Grounds - 1133 </div> <div> Dept. Head-Rick Fletcher </div> </div>																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Maintenance Cost History				Replacement Asset Information		
						Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
7																
8																
9																
10																
Total Capital Outlay Request				\$ 138,681.00		\$ 78,000.00	\$ 8,128.83	\$ 7,852.16	\$ 4,642.64					\$ 252,149.80	\$ 26,980.00	

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Rick Fletcher		
Dept #:	Public Works - 1133					
Division:	Building & Grounds - 1133					
Account:	2323 Training					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NC School of Government/ NC LTAP courses, to include: Online Ethics in Public Works@\$175 Online Soil fundamentals@\$150	\$ 500.00	\$ 325.63	\$ -	\$ -
2	Chemical Spill class \$100 each x 2			\$ 200.00	\$ 200.00
3	Certification for Noth Carolina Pesticide Applicator certification - ~\$125 each. Required for grounds crew to apply chemicals.	\$ 250.00	\$ -	\$ 125.00	\$ 125.00
4		\$ (275.00)			
5					
6					
7					
8					
9					
10					
	Total - 2323 Training	\$ 475.00	\$ 325.63	\$ 325.00	\$ 325.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 1133
Division: Building & Grounds - 1133
Account: 3511 Building Maintenance

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Dodson Pest Control Billed separate as follows DGDC @ \$30 per month Cemetery @ \$15 per month City Hall (both buildings) @ \$85 per month, Public Works @	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
2	Keen Plumbing - City Hall	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3	Evirocon - City Hall	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
4	Carolina Phone and Alarm - City Hall	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
5	Crossroads Fire protection- - City Hall	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
6	NC Department of Labor (Elevator Inspection) City Hall	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7	Miscellaneous City Hall repairs. Increase for Historic City Hall wallpaper and paint.	\$ 5,500.00	\$ 5,500.00	\$ 6,500.00	\$ 6,500.00
8					
9	Building Maintenance Funds: General Maintenance Requirements (Unplanned/ Unscheduled)--replacing exhaust fan motors, replacing ballasts/bulbs, Incandescent/LED lighting conversions, LED emergency lighting conversion, hardware, self-help projects, etc. Staff capabilities have increased, allowing more work/projects to be accomplished, especially in-house.(\$40,000)	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 28,000.00
10		\$ (3,600.00)			
11	Fire sprinkler inspection for PW Complex.			\$ 450.00	\$ 450.00
12	Back Flow inspection for PW Complex.			\$ 450.00	\$ 450.00
13	Boiler Safety inspection - City Hall.			\$ 150.00	\$ 150.00
14	Air Tank Pressure Vessel inspection			\$ 150.00	\$ 150.00
15	Generator inspection / service - PW			\$ 1,500.00	\$ 1,500.00
16	Envirocon - Annual Fire Alarm Maintenance			\$ 2,500.00	\$ 2,500.00
17	Security Central - Annual Security Monitoring at CH			\$ 300.00	\$ 300.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept. Head-Rick Fletcher
Dept #: Public Works - 1133
Division: Building & Grounds - 1133
Account: 3511 Building Maintenance

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
18	Southern Elevator Company - Maintenance Contract & Repairs Both City Hall elevators and Handicap lift. Contract is actually \$9288 divided between Water Treatment Plant, Paramount Theater and City Hall.			\$ 9,300.00	\$ 9,300.00
19	Cummins Atlantic-Generator City Hall			\$ 600.00	\$ 600.00
20	Crossroads--annual fire sprinkler system inspection for CH			\$ 1,300.00	\$ 1,300.00
21	Perrys Refridgeration Ice Machine Maintenance PW & CH			\$ 500.00	\$ 500.00
22					
23					
24					
Total - 3511 Building Maintenance		\$ 54,500.00	\$ 58,100.00	\$ 76,300.00	\$ 64,300.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 1133
Division: Building & Grounds - 1133
Account: 3914 Contract Services

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Envirocon - Annual Fire Alarm Maintenance	\$ 2,500.00	\$ 2,500.00		
2	Security Central - Annual Security Monitoring CH	\$ 300.00	\$ 300.00		
3	Schindler Elevator Company - Maintenance Contract & Repairs	\$ 5,000.00	\$ 5,000.00		
4	Cummins Atlantic-Generator City Hall	\$ 600.00	\$ 600.00		
5	Crossroads--required annual fire sprinkler system inspection.	\$ 1,300.00	\$ 1,300.00		
6	Perrys Refridgeration Ice Machine Maintenance PW & CH				
7					
8	All services moved to 3511 for FY23-24				
9					
10					
	Total - 3914 Contract Services	\$ 9,700.00	\$ 9,700.00	\$ -	\$ -

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept. Head-Rick Fletcher
Dept #: Public Works - 1133
Division: Building & Grounds - 1133
Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	American Public Works Association membership- William Peter	\$ 300.00	\$ 232.00	\$ 300.00	\$ 300.00
2	Sprinkler inspection for PW Complex.	\$ 450.00	\$ 450.00		
3	Back Flow inspection for PW Complex.	\$ 450.00	\$ 450.00		
4	Boiler Safety inspectio - CH	\$ 150.00	\$ 150.00		
5	Air Tank Pressure Vessel inspection	\$ 150.00	\$ 150.00		
6	Generator inspection / service - PW	\$ 1,500.00	\$ 1,500.00		
7					
8	All services moved to 3511 for FY 23-24				
9					
10					
	Total - 4912 Fees & Dues	\$ 3,000.00	\$ 2,932.00	\$ 300.00	\$ 300.00

Department Overview:

The Public Works Department is comprised of seven divisions-Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Stormwater Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Cemeteries Division are as follows:

Goals/Major Objectives:

- Enforce updated ordinances and procedures to ensure cemetery standards and appearances are maintained
- Continue to improve the overall appearance of both Cemeteries by repairing damaged or leaning markers and copings
- Complete digital copies of all cemetery records and develop GIS mapping capabilities
- Complete upgrades and repair work in the main office at Willowdale. (Extensive damage caused by termite infestation)

Significant Budget Issues:

- Funding to replace two part-time positions with one fulltime employee to help alleviate ongoing issues with unreliable part-time help that leaves the cemetery short-staffed
- Funding to purchase mini-excavator to better maneuver around headstones and copings when opening and closing graves
- Funding to replace a decrepit 40 year old metal building used to store and protect all maintenance equipment
- Funds to remove multiple hazardous trees that are dead or dying, causing upheaval, damaging fences, etc.

EXPENDITURE SHEET		Fiscal Year FY23-24			
Fund:	11-General Fund	Dept. Head	Rick Fletcher		
Dept #:	1142	Public Works			
Division:	1142	Cemetery			
			~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input		

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 165,107.86	\$ 203,499.00	\$ 203,499.00	\$ 199,308.48	\$ 235,623.17	15.79%	\$ 205,921.00	1.19%
1220	Salaries & Wages Overtime	\$ 2,050.33	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
1221	Employee Awards				\$ -	\$ 130.00	*	\$ 130.00	*
1224	Cell Phone Stipend	\$ 1,162.98	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%
1275	Salaries & Wages Bonus	\$ 1,650.69		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ 700.00	\$ 889.00	~	\$ 889.00	~
1278	Wellness Earnings	\$ 1,292.48	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
1280	Vacation Pay Out				\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 12,162.82	\$ 16,022.00	\$ 16,022.00	\$ 15,755.06	\$ 18,557.54	15.83%	\$ 16,285.32	1.64%
1821	NCLGERS-Retirement	\$ 19,408.77	\$ 26,033.00	\$ 26,033.00	\$ 26,587.95	\$ 31,317.36	20.30%	\$ 27,482.81	5.57%
1822	401-K Retirement	\$ 6,804.11	\$ 8,378.00	\$ 8,378.00	\$ 8,237.94	\$ 9,703.29	15.82%	\$ 8,515.20	1.64%
1830	Hospital Insurance	\$ 31,492.88	\$ 36,985.00	\$ 36,985.00	\$ 44,208.00	\$ 44,208.00	19.53%	\$ 36,840.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 157.93	\$ 191.00	\$ 191.00	\$ 210.24	\$ 210.24	*	\$ 210.24	*
1860	Worker's Comp Claims Cost		\$ 1,600.00	\$ 1,600.00	\$ 817.00	\$ 1,295.00	-19.06%	\$ 1,295.00	-19.06%
1861	Worker's Compensation Insurance	\$ 1,118.30	\$ 1,185.00	\$ 1,185.00	\$ 1,273.00	\$ 1,355.00	14.35%	\$ 1,355.00	14.35%
1899	Less: Reimbursed by Grants		\$ -	\$ (34,811.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 242,409.15	\$ 299,833.00	\$ 265,022.00	\$ 303,037.67	\$ 349,228.59	16.47%	\$ 304,863.57	1.68%
1932	Medical Exams	\$ 158.00	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*
2121	Uniforms	\$ 1,433.92	\$ 2,000.00	\$ 2,000.00	\$ 1,612.97	\$ 1,500.00	-25.00%	\$ 1,500.00	-25.00%
2123	Protective Clothing	\$ 314.57	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2124	Shoes-Steel Toe	\$ 725.12	\$ 750.00	\$ 750.00	\$ 673.00	\$ 750.00	0.00%	\$ 750.00	0.00%
2323	Training	\$ 229.00	\$ 320.00	\$ 320.00	\$ 200.00	\$ 320.00	*	\$ 320.00	*
2501A	Fleet Charges Internal Use Only!	\$ 8,007.71	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 5,151.93	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 6,500.00	30.00%	\$ 6,500.00	30.00%
2993	Operational Supplies	\$ 10,366.10	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2994	Tools	\$ 259.62	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	*	\$ 400.00	*
3210	Telephone & Communication Svcs	\$ 1,842.70	\$ 1,350.00	\$ 1,350.00	\$ 1,214.92	\$ 1,300.00	-3.70%	\$ 1,300.00	-3.70%
3250A	Postage-Internal Charges only!		\$ 10.00	\$ 10.00	\$ -	\$ 10.00	*	\$ 10.00	*
3310	Electricity	\$ 1,165.39	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3321	Heating Fuel	\$ 1,017.17	\$ 1,200.00	\$ 1,200.00	\$ 800.00	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
3410	Printing		\$ 50.00	\$ 50.00	\$ -	\$ 100.00	*	\$ 100.00	*
3511	Building Maintenance	\$ 1,389.91	\$ 3,000.00	\$ 3,922.07	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3522	Machine/Equipment Maintenance		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
3914	Contract Services	\$ 18,256.00	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00	0.00%	\$ 22,400.00	0.00%
3994	Tree Service	\$ 2,637.37	\$ 12,034.00	\$ 12,034.00	\$ 7,750.00	\$ 12,000.00	-0.28%	\$ 8,000.00	-33.52%

EXPENDITURE SHEET Fiscal Year FY23-24 Fund: 11-General Fund Dept. Head Rick Fletcher Dept #: 1142 Public Works ~ = Division by Zero Division: 1142 Cemetery * = Change < \$500 Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4511	Multi-Peril Insurance	\$ 1,753.56	\$ 1,859.00	\$ 1,859.00	\$ 3,268.00	\$ 3,809.00	104.90%	\$ 3,809.00	104.90%
4521	Auto Liability	\$ 794.95	\$ 823.00	\$ 823.00	\$ 844.00	\$ 987.00	19.93%	\$ 987.00	19.93%
	Total Operating Expenditures	\$ 55,503.02	\$ 76,746.00	\$ 77,668.07	\$ 73,162.89	\$ 79,826.00	4.01%	\$ 75,826.00	-1.20%
5431	Riding Lawnmower				\$ -	\$ 13,507.10	~	\$ 13,507.10	~
5825	Storage Building				\$ -	\$ 36,000.00	~	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 49,507.10	~	\$ 13,507.10	~
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Cemetery Budget	\$ 297,912.17	\$ 376,579.00	\$ 342,690.07	\$ 376,200.56	\$ 478,561.69	27.08%	\$ 394,196.67	4.68%

JUSTIFICATION SHEET Fiscal Year FY23-24				Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 1142		Green Cell - Department Input			
Division:		Cemetery - 1142					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		5 FTE's	\$ 203,499.00	\$ 199,308.48	\$ 235,623.17	\$ 205,921.00
1220	Salaries & Wages Overtime		Funds are used for funeral services conducted after regular business hours and on holidays	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1221	Employee Awards		Funds for (2) two employees receiving (5) five year service awards			\$ 130.00	\$ 130.00
1224	Cell Phone Stipend		Cell Phone Stipend for Cemetery Superintendent and Cemetery Supervisor. \$60.00/mth each position	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1275	Salaries & Wages Bonus			\$ -	\$ -		\$ -
1277	Clothing Allowance		Superintendent (\$250) Supervisor (\$450) plus 27%		\$ 700.00	\$ 889.00	\$ 889.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
1280	Vacation Pay Out						
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 16,022.00	\$ 15,755.06	\$ 18,557.54	\$ 16,285.32
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 26,033.00	\$ 26,587.95	\$ 31,317.36	\$ 27,482.81
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 8,378.00	\$ 8,237.94	\$ 9,703.29	\$ 8,515.20
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 36,985.00	\$ 44,208.00	\$ 44,208.00	\$ 36,840.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 191.00	\$ 210.24	\$ 210.24	\$ 210.24
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 1,600.00	\$ 817.00	\$ 1,295.00	\$ 1,295.00
1861	Worker's Compensation Insurance		Provided by Finance	\$ 1,185.00	\$ 1,273.00	\$ 1,355.00	\$ 1,355.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 299,833.00	\$ 303,037.67	\$ 349,228.59	\$ 304,863.57
1932	Medical Exams		Randon drug testing	\$ 50.00	\$ -	\$ 50.00	\$ 50.00
2121	Uniforms		Funds to provide uniforms and cleaning service for (3) three employees	\$ 2,000.00	\$ 1,612.97	\$ 1,500.00	\$ 1,500.00
2123	Protective Clothing		Funds to provide PPE such as rain suits, safety toe rubber boots, gloves, safety glasses, ear plugs, hard hats, dust mask etc.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe		Funds to purchase safety toe shoes for (5) Five Full Time Employees at \$150 each	\$ 750.00	\$ 673.00	\$ 750.00	\$ 750.00
2323	Training	Y	Chemical Spill Class and Landscape Conference for (2) two NC Licensed Pesticide Applicators. Classes are used for obtaining the required continued education credits to maintain certifications.	\$ 320.00	\$ 200.00	\$ 320.00	\$ 320.00
2501A	Fleet Charges Internal Use Only!		Funds provided will be allocated for the repair and preventative maintenance for all cemetery assigned equipment. This includes trucks, mowers, backhoe, tractor, trailers and other equipment needing repairs.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2502A	Vehicle Fuel-Internal Charges		Funds will provide fuel for all cemetery equipment	\$ 5,000.00	\$ 5,500.00	\$ 6,500.00	\$ 6,500.00

JUSTIFICATION SHEET Fiscal Year FY23-24 Fund: 11-General Fund Dept #: Public Works - 1142 Division: Cemetery - 1142 Dept. Head-Rick Fletcher				Blue Font - Detail Schedule Requested Green Cell - Department Input			
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2993	Operational Supplies		Funds to purchase necessary materials and equipment needed for cemetery operations - e.g. grave boards, grass seed, herbicides, pesticides, seasonal flowers, weedeaters, blowers, hedge trimmers, sprayers, etc.	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
2994	Tools		Funds used to purchase hand tools such as rakes, shovels, pruning shears and probes.	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
3210	Telephone & Communication Svcs		Spectrum Service	\$ 1,350.00	\$ 1,214.92	\$ 1,300.00	\$ 1,300.00
3250A	Postage-Internal Charges only!			\$ 10.00	\$ -	\$ 10.00	\$ 10.00
3310	Electricity		Funds for electrical service for the office and equipment shop at Willowdale Cemetery	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3321	Heating Fuel		Funds to purchase LP gas used for heating the office at Willowdale Cemetery	\$ 1,200.00	\$ 800.00	\$ 1,200.00	\$ 1,200.00
3410	Printing		Business cards for Superintendent and Supervisor	\$ 50.00		\$ 100.00	\$ 100.00
3511	Building Maintenance		Estimated \$300.00 to pay for monthly pest control and yearly termite inspection. General maintenance and repair of cemetery office and equipment barn. Other funds allocated to repair rotten facial boards on the exterior of office and fix mortar joint cracks in brickwork.	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3522	Machine/Equipment Maintenance		Funds to replace wearable items on mowers, trimmers, sprayers, blowers, tamps, saws, leaf vacuum and other equipment. Items such as mower blades, weedeater heads and string, chainsaw chains, sprayer nozzles and pumps etc.	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
3914	Contract Services	Y	Funds to hire (2) two temporary employees through Holden Temporary Services	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00
3994	Tree Service		Funds to remove (1) one large oak tree with excessive limb rot and buttress rot that is a safety risk to persons and memorials around the area. If any additional funds are available, they will be used to remove any other safety hazards.	\$ 12,034.00	\$ 7,750.00	\$ 12,000.00	\$ 8,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,859.00	\$ 3,268.00	\$ 3,809.00	\$ 3,809.00
4521	Auto Liability		Provided by Finance	\$ 823.00	\$ 844.00	\$ 987.00	\$ 987.00
Total Operating Expenditures				\$ 76,746.00	\$ 73,162.89	\$ 79,826.00	\$ 75,826.00
5431	Riding Lawnmower			\$ -		\$ 13,507.10	\$ 13,507.10
5825	Storage Building			\$ -		\$ 36,000.00	\$ -
Total Capital Outlay				\$ -	\$ -	\$ 49,507.10	\$ 13,507.10
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Cemetery Budget				\$ 376,579.00	\$ 376,200.56	\$ 478,561.69	\$ 394,196.67

CAPITAL OUTLAY			Fiscal Year FY23-24														
Fund:		11-General Fund		Dept. Head-Rick Fletcher													
Dept #:		Public Works - 1142															
Division:		Cemetery - 1142															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
1	5431	E-1233	2013 Hustler Mower	\$ 8,000.00	2,323	\$1,000	\$ 1,344.93	\$ 885.54	\$ -	N	1	John Deere Z930M Ztrak	Motor on mower is in need of replacement. With a motor replacement cost exceeding 1/3 of the mower replacement cost, I cannot justify spending that on a 9yr old mower.	\$ 13,507.10	\$ 13,507.10		
2	5825		Arch Style Metal Building	\$ 10,000.00		\$ 1,500.00	\$ -	\$ -	\$ -	N	2	40x49x15 Metal Building	Funds to expand and replace a 30-40 year old Arch Style Metal Building, used to store all cemetery maintenance equipment with a 40x49x15 A Framed Metal Building with three rollup doors. The current building panels are basically rusted to the point that you can visibly see daylight through many of the panels. Rusted areas and holes in the roof and wall panels are causing major water problems and condensation. Repairs are estimated at \$15K and the contractor would NOT guarantee further leaks would not happen after the repairs because of the general condition of the building. The current condition of the building is providing very little, if any, protection for the equipment stored inside.	\$ 36,000.00	\$ -		
Total Capital Outlay Request				\$ 18,000.00		\$ 2,500.00	\$ 1,344.93	\$ 885.54	\$ -						\$ 49,507.10	\$ 13,507.10	

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Rick Fletcher			
Dept #:	Public Works - 1142					
Division:	Cemetery - 1142					
Account:	2323 Training					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Landscape Conference in Rocky Mount (2) Licensed Staff. Unable to attend in 22/23 due to completion of office repairs	\$ 70.00	\$ -	\$ 70.00	\$ 70.00
2	Chemical Spill Class held @ Public Works (2) Licensed Staff. \$125 per person	\$ 250.00	\$ 200.00	\$ 250.00	\$ 250.00
3					
4					
5					
6					
7					
8					
9					
10					
Total - 2323 Training		\$ 320.00	\$ 200.00	\$ 320.00	\$ 320.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 1142
Division: Cemetery - 1142
Account: 3914 Contract Services

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Holden Temporaries	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: FINANCE DEPARTMENT

DEPARTMENT OVERVIEW:

The Finance Department establishes and maintains an accounting and reporting system in accordance with NC General Statutes, federal laws and regulations, and generally accepted accounting principles governed by the Governmental Accounting Standards Board (GASB). The Finance Department is composed of four sections: Accounting, Billing and Revenue Collections, Procurement and Warehouse, and Insurance Cost and Claims. The Accounting Division encompasses cash, debt management, maintaining accounting and financial records, payroll and benefits management, fixed assets, grant projects, accounts receivable and account collections, procurement card management, accounts payable, conducting the annual audit and financial statement preparation, preparing and monitoring the budget, and development, implementation and assessment of internal controls. The Billing and Revenue Collections Divisions are responsible for reading water meters, turning water meters on and off, billing over 15,000 customers per month for water, sewer, refuse, stormwater, and other miscellaneous services, receiving and posting of payments for utility bills and all other revenues. The Procurement and Warehouse Division is responsible for procurement and purchasing, inventory, and surplus property management. The Insurance Cost and Claims is responsible for renewal of non-health insurance related policies, and claims processing and management.

GOALS/MAJOR OBJECTIVES:

- Timely delivery of annual financial statement audit.
- Budget design, planning, preparation, implementation and execution.
- Maintain or improve the City's highest bond rating possible.
- Create a sound set of historical financial records.
- Create a sound set of written policies, procedures and workflow.
- Continue to improve and modify the internal controls through written policy, communication and training with department heads and staff.
- Safeguard the City's assets by receiving funds and paying obligations timely, as well as adhering to federal, state and local law ordinance and policy.

SIGNIFICANT BUDGET ISSUES:

- A. Staffing levels to complete the late FY22 audit and timely completion of FY23 audit.
- B. Staffing levels to modernize and utilize the accounting system to ensure a stable and reliable finance system that can survive employee turnover without affecting the City's ability to timely meet all critical deadlines.
- C. Finding and maintaining qualified professional and paraprofessional staff within salary grade minimums to adhere to City personnel policy.

EXPENDITURE SHEET		Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head	Catherine Gwynn	
Dept #:	2111	Finance	~ = Division by Zero		
Division:	2111	Finance	* = Change < \$500		
			Purple Cell-Finance Input		

Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 758,508.63	\$ 971,256.00	\$ 971,256.00	\$ 925,080.08	\$ 976,421.50	0.53%	\$ 1,000,832.04	3.05%
1224	Cell Phone Stipend	\$ 1,384.50	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%
1260	Salaries & Wages Part-Time	\$ 6,613.80	\$ 18,000.00	\$ 18,000.00	\$ 4,876.50	\$ -	*	\$ -	*
1262	Salaries & Wages Perm. Part-Time	\$ 11,636.97		\$ -	\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 6,343.47	\$ 5,700.00	\$ 5,700.00	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 3,831.28		\$ -	\$ 4,154.40	\$ 4,500.00	~	\$ 4,500.00	~
1280	Vacation Pay Out	\$ 7.58		\$ -	\$ 2,631.11	\$ -	*	\$ -	*
1810	Social Security	\$ 57,463.18	\$ 76,224.00	\$ 76,224.00	\$ 71,770.93	\$ 75,150.65	-1.41%	\$ 77,018.06	1.04%
1821	NCLGERS-Retirement	\$ 89,012.46	\$ 121,615.00	\$ 121,615.00	\$ 121,119.31	\$ 126,822.87	4.28%	\$ 129,974.27	6.87%
1822	401-K Retirement	\$ 31,205.43	\$ 38,850.00	\$ 38,850.00	\$ 37,527.28	\$ 39,294.46	1.14%	\$ 40,270.88	3.66%
1830	Hospital Insurance	\$ 90,444.78	\$ 118,352.00	\$ 118,352.00	\$ 139,992.00	\$ 139,992.00	18.28%	\$ 110,520.00	-6.62%
1835	Group Term Life Insurance Coverage	\$ 614.22	\$ 725.00	\$ 725.00	\$ 665.76	\$ 665.76	-8.17%	\$ 665.76	-8.17%
1850	Unemployment Compensation	\$ 298.44	\$ 500.00	\$ 500.00	\$ 8,143.00	\$ 8,500.00	1600.00%	\$ 8,500.00	1600.00%
1860	Worker's Comp Claims Cost		\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 5,640.54	\$ 5,979.00	\$ 5,979.00	\$ 6,186.00	\$ 6,583.00	10.10%	\$ 6,583.00	10.10%
1899	Less: Reimbursed by Grants		\$ -	\$ (142,401.00)	\$ -	\$ -	*	\$ -	*
Total Salaries & Benefits		\$ 1,063,005.28	\$ 1,362,641.00	\$ 1,220,240.00	\$ 1,323,586.37	\$ 1,379,370.24	1.23%	\$ 1,380,304.01	1.30%
1911	Audit	\$ 49,537.50	\$ 54,500.00	\$ 54,500.00	\$ 55,000.00	\$ 95,000.00	74.31%	\$ 95,000.00	74.31%
1913	Lease/Rental of Office Space				\$ -	\$ 9,000.00	~	\$ -	*
1915	Bank Fees	\$ 24,921.40	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	0.00%	\$ 23,000.00	0.00%
1932	Medical Exams	\$ 530.00	\$ -	\$ 375.00	\$ 465.00	\$ 138.00	*	\$ 138.00	*
1991	Consultant Fees	\$ 49,834.05	\$ 44,950.00	\$ 44,950.00	\$ 43,335.15	\$ 66,450.00	47.83%	\$ 66,450.00	47.83%
2203	Employee Appreciation	\$ 325.78	\$ 357.00	\$ 357.00	\$ 357.00	\$ 380.00	*	\$ 380.00	*
2323	Training	\$ 4,637.60	\$ 3,200.00	\$ 3,100.00	\$ 2,775.00	\$ 3,640.00	13.75%	\$ 3,640.00	13.75%
2601	Office Supplies	\$ 5,533.63	\$ 5,600.00	\$ 5,525.00	\$ 5,525.00	\$ 5,600.00	0.00%	\$ 5,600.00	0.00%
2603	Postage Machine Supplies	\$ 22,073.54		\$ -	\$ -	\$ -	*	\$ -	*
2912	Data Processing Forms	\$ 3,452.22	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
2993	Operational Supplies	\$ 9,429.48	\$ 2,400.00	\$ 2,300.00	\$ 2,600.00	\$ 2,400.00	0.00%	\$ 2,400.00	0.00%
3121	Travel	\$ 3,457.64	\$ 3,950.00	\$ 3,850.00	\$ 3,673.40	\$ 5,400.00	36.71%	\$ 5,400.00	36.71%
3210	Telephone & Communication Svcs	\$ 1,361.51	\$ 1,850.00	\$ 1,850.00	\$ 1,000.00	\$ 460.00	*	\$ 460.00	*
3250	Postage	\$ 70.76		\$ -	\$ -	\$ -	*	\$ -	*
3250A	Postage-Internal Charges only!	\$ 4,657.12	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,312.00	46.24%	\$ 7,312.00	46.24%
3410	Printing	\$ 1,720.00	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
3421	Copy Machine Cost	\$ 5,656.05	\$ 6,500.00	\$ 6,500.00	\$ 6,000.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
3521	Office Machine Maintenance	\$ 3,370.74	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%

EXPENDITURE SHEET Fiscal Year FY23-24									
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		2111	Finance		~ = Division by Zero				
Division:		2111	Finance		* = Change < \$500				
					Purple Cell-Finance Input				
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3522	Machine/Equipment Maintenance		\$ 500.00	\$ 500.00	\$ 250.00	\$ 500.00	*	\$ 500.00	*
3812	Cash Over/Short	\$ 171.60		\$ -	\$ -	\$ -	*	\$ -	*
3914	Contract Services	\$ 29,514.26	\$ 15,000.00	\$ 15,000.00	\$ 50,400.00	\$ 51,150.00	241.00%	\$ 46,750.00	211.67%
3950	Education Reimbursement	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,580.32	\$ 5,100.00	104.00%	\$ 5,100.00	104.00%
3999	Tax Listing	\$ 277,892.17	\$ 280,000.00	\$ 280,000.00	\$ 274,204.00	\$ 278,301.00	-0.61%	\$ 296,843.00	6.02%
3999A	Tax Listing Fees - NCVTS	\$ 72,374.25	\$ 72,000.00	\$ 72,000.00	\$ 83,686.00	\$ 82,833.00	15.05%	\$ 87,091.00	20.96%
4221	Software License Fees	\$ 21,923.54	\$ 24,500.00	\$ 24,500.00	\$ 22,820.00	\$ 54,920.00	124.16%	\$ 39,920.00	62.94%
4407	Penalties Payroll	\$ 3,848.52		\$ -	\$ -	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 48,120.00	\$ 51,003.00	\$ 51,003.00	\$ 48,409.00	\$ 56,420.00	10.62%	\$ 56,420.00	10.62%
4531	Security Bonds	\$ 611.00	\$ 300.00	\$ 300.00	\$ 8,268.00	\$ 575.00	91.67%	\$ 3,750.00	1150.00%
4911	Subscriptions	\$ 162.01	\$ 1,100.00	\$ 1,100.00	\$ 700.00	\$ 3,500.00	218.18%	\$ 3,500.00	218.18%
4912	Fees & Dues	\$ 2,298.00	\$ 4,695.00	\$ 4,695.00	\$ 3,905.03	\$ 4,910.00	4.58%	\$ 4,910.00	4.58%
4990	Equipment Expense				\$ -	\$ 2,900.00	~	\$ 2,900.00	~
9511	Stockroom-Office Supplies	\$ 5,956.25		\$ -	\$ -	\$ -	*	\$ -	*
9561	Office Supplies	\$ 457.82	\$ 450.00	\$ 450.00	\$ 450.00	\$ 500.00	*	\$ 500.00	*
	Total Operating Expenditures	\$ 656,398.44	\$ 609,555.00	\$ 609,555.00	\$ 648,902.90	\$ 773,089.00	26.83%	\$ 770,664.00	26.43%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
			\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Finance-Finance Budget	\$ 1,719,403.72	\$ 1,972,196.00	\$ 1,829,795.00	\$ 1,972,489.27	\$ 2,152,459.24	9.14%	\$ 2,150,968.01	9.06%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 2111				
Division:	Finance - 2111				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		19 Full-time positions; 1 non-exempt FTE ~50% assigned to ARP Records Management	\$ 971,256.00	\$ 925,080.08	\$ 976,421.50	\$ 1,000,832.04
1224	Cell Phone Stipend		Finance Director and Assistant Finance Director	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1260	Salaries & Wages Part-Time		Peak Time CSR's \$18K	\$ 18,000.00	\$ 4,876.50	\$ -	\$ -
1262	Salaries & Wages Perm. Part-Time		-0- PPT's	\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		None	\$ 5,700.00			\$ -
1278	Wellness Earnings		\$300 per participating employee per year	\$ -	\$ 4,154.40	\$ 4,500.00	\$ 4,500.00
1280	Vacation Pay Out		Guadalupe Vasquez, Kelley May & Sakeithia Reece	\$ -	\$ 2,631.11		\$ -
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 76,224.00	\$ 71,770.93	\$ 75,150.65	\$ 77,018.06
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 121,615.00	\$ 121,119.31	\$ 126,822.87	\$ 129,974.27
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 38,850.00	\$ 37,527.28	\$ 39,294.46	\$ 40,270.88
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 118,352.00	\$ 139,992.00	\$ 139,992.00	\$ 110,520.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 725.00	\$ 665.76	\$ 665.76	\$ 665.76
1850	Unemployment Compensation		Provided by Finance	\$ 500.00	\$ 8,143.00	\$ 8,500.00	\$ 8,500.00
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 4,000.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 5,979.00	\$ 6,186.00	\$ 6,583.00	\$ 6,583.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 1,362,641.00	\$ 1,323,586.37	\$ 1,379,370.24	\$ 1,380,304.01
1911	Audit		Audit Services - Forvis (split with Utility Fund) FY22 and FY23 --- Audit invoice for FY21	\$ 54,500.00	\$ 55,000.00	\$ 95,000.00	\$ 95,000.00
1913	Lease/Rental of Office Space		\$9,000 for climate controlled storage units for Finance records 3 - 15x15 at \$250.00 month		\$ -	\$ 9,000.00	\$ -
1915	Bank Fees		Monthly Bank Account Analysis Charge 1/2(2111) & 1/2(4174)	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00
1932	Medical Exams		New hire physical & drug testing	\$ -	\$ 465.00	\$ 138.00	\$ 138.00
1991	Consultant Fees	Y	See Schedule	\$ 44,950.00	\$ 43,335.15	\$ 66,450.00	\$ 66,450.00
2203	Employee Appreciation		19 FT Employees @ 20.00 each	\$ 357.00	\$ 357.00	\$ 380.00	\$ 380.00
2323	Training	Y	See Schedule	\$ 3,200.00	\$ 2,775.00	\$ 3,640.00	\$ 3,640.00
2601	Office Supplies		General and miscellaneous supplies(bankers boxes, calculators, calculator paper and ribbon, white-out, highlighters, file folders, pens, staplers, note pads, binder clips, cartridges, receipt paper, etc) Tabs/dividers, covers, binder notebooks for budget books.	\$ 5,600.00	\$ 5,525.00	\$ 5,600.00	\$ 5,600.00
2603	Postage Machine Supplies		Moved to 11-1019	\$ -			

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 2111				
Division:	Finance - 2111				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2912	Data Processing Forms		Accounts payable check stock & Payroll direct deposit stock \$2000; W2 forms & 1099 forms \$600 (Softdocs); deposit slips for Revenue Collections \$500	\$ 3,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00
2993	Operational Supplies		Amazon QS1 Receipt Paper \$600; Staples Chair Latanya \$149.99; Amazon 4 Headsets @ \$27.99 Joy(Revenue); Quill Powershred, Oil and Bags \$310.87 Joy(Revenue); Staples Desk Chair \$149.99 Nona; Staples Desk Chair \$212.43 Tracy; 2-27" Acer Monitors \$320.23 Tracy; Amazon Heavy Duty Staper No-Jam, 5,000 Staples \$50.18 Finance	\$ 2,400.00	\$ 2,600.00	\$ 2,400.00	\$ 2,400.00
3121	Travel	Y		\$ 3,950.00	\$ 3,673.40	\$ 5,400.00	\$ 5,400.00
3210	Telephone & Communication Svcs		Verizon charges for (1) Mi-fi	\$ 1,850.00	\$ 1,000.00	\$ 460.00	\$ 460.00
3250	Postage			\$ -			
3250A	Postage-Internal Charges only!		Weekly accounts payable checks, certified, collections letters; certifiend mail for regulatory or legal filings	\$ 5,000.00	\$ 5,000.00	\$ 7,312.00	\$ 7,312.00
3410	Printing		Audit Books 20 books @ \$30 ea = \$600 Budget Books 12 books @ \$30 each = \$360.00-Tabs are included in price. Binders will come from Council or Manager's budgets depending on return of last year's recommended budget binders	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
3421	Copy Machine Cost		Monthly copy machine lease costs J&M Leasing and CopyPro average combined per Angela Price (IT) \$1970 and \$750.00	\$ 6,500.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00
3521	Office Machine Maintenance		Costs/Maintenance for folder/sealer in Finance/Billing	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
3522	Machine/Equipment Maintenance		Miscellaneous repairs of office equipment	\$ 500.00	\$ 250.00	\$ 500.00	\$ 500.00
3812	Cash Over/Short			\$ -			
3914	Contract Services	Y		\$ 15,000.00	\$ 50,400.00	\$ 51,150.00	\$ 46,750.00
3950	Education Reimbursement		Bill Sims (\$100 Acctg Fundamentals); Tracy Barber Business Administration with HR Concentration (\$2500.00); Latanya Green (\$2500.00)	\$ 2,500.00	\$ 2,580.32	\$ 5,100.00	\$ 5,100.00
3999	Tax Listing		Estimated at budgeted amount until Revenues can be estimated. Cfg 3/18/2023	\$ 280,000.00	\$ 274,204.00	\$ 278,301.00	\$ 296,843.00
3999A	Tax Listing Fees - NCVTS		Estimated at budgeted amount until Revenues can be estimated. Cfg 3/18/2023	\$ 72,000.00	\$ 83,686.00	\$ 82,833.00	\$ 87,091.00
4221	Software License Fees	Y	See Schedule	\$ 24,500.00	\$ 22,820.00	\$ 54,920.00	\$ 39,920.00
4407	Penalties Payroll			\$ -			
4511	Multi-Peril Insurance		Provided by Finance (AJG annual fee)	\$ 51,003.00	\$ 48,409.00	\$ 56,420.00	\$ 56,420.00
4531	Security Bonds		Provided by Finance (J. Newell 1 year)	\$ 300.00	\$ 8,268.00	\$ 575.00	\$ 3,750.00

JUSTIFICATION SHEET		Fiscal Year FY23-24			Blue Font - Detail Schedule Requested		
Fund:	11-General Fund		Dept. Head-Catherine Gwynn		Green Cell - Department Input		
Dept #:	Finance - 2111						
Division:	Finance - 2111						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4911	Subscriptions	Y	See Schedule	\$ 1,100.00	\$ 700.00	\$ 3,500.00	\$ 3,500.00
4912	Fees & Dues	Y	See Schedule	\$ 4,695.00	\$ 3,905.03	\$ 4,910.00	\$ 4,910.00
4990	Equipment Expense		Staples FORMAX AutoSeal Desktop Check Pressure Sealer \$2,878.99-IT pays the current annual maintenance cost			\$ 2,900.00	\$ 2,900.00
9511	Stockroom-Office Supplies		Moved to 11-2112	\$ -			
9561	Office Supplies		City Envelopes, Copier Paper, Labels for department	\$ 450.00	\$ 450.00	\$ 500.00	\$ 500.00
Total Operating Expenditures				\$ 609,555.00	\$ 648,902.90	\$ 773,089.00	\$ 770,664.00
				\$ -		\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
				\$ -			
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Finance-Finance Budget				\$ 1,972,196.00	\$ 1,972,489.27	\$ 2,152,459.24	\$ 2,150,968.01

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:		11-General Fund		Dept. Head-Catherine Gwynn		
Dept #:		Finance - 2111				
Division:		Finance - 2111				
Account:		1991 Consultant Fees				
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		RiskVersity-Risk Management - Monthly services \$375 per month	\$ 6,000.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00
2		Cavanaugh Macdonald -GASB 73 LEO Separation Allowance Study	\$ 750.00	\$ 712.85	\$ 750.00	\$ 750.00
3		Davenport & Company - Financial Advisors	\$ 31,500.00	\$ 31,422.30	\$ 31,500.00	\$ 31,500.00
4		Implementation of GASB 87 for Leases	\$ -	\$ -	\$ 4,500.00	\$ 4,500.00
5		Cavanuagh MacDonald - GASB Statement 75 OPEB Study	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00
6		RiskVersity-Risk Management - RFP for Insurance Broker Services			\$ 17,000.00	\$ 17,000.00
7						
8						
9						
10						
		Total - 1991 Consultant Fees	\$ 44,950.00	\$ 43,335.15	\$ 66,450.00	\$ 66,450.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Catherine Gwynn			
Dept #:	Finance - 2111					
Division:	Finance - 2111					
Account:	2323 Training					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Finance Officer's Summer Conference (CFG & ALL) @ \$300 ea	\$ 900.00	\$ 600.00	\$ 600.00	\$ 600.00
2		Finance Officer's Spring Conference (CFG & ALL) @ \$250 ea	\$ 750.00	\$ 400.00	\$ 750.00	\$ 750.00
3		Garnishment Webinar Latanya Green	\$ 150.00	\$ 75.00		
4		Effective Internal Controls for Local Gov't	\$ 100.00	\$ 220.00		
5		GASB 87 Leases Training	\$ 500.00	\$ 200.00	\$ 200.00	\$ 200.00
6		Other training for new staff	\$ 800.00	\$ 450.00	\$ 1,200.00	\$ 1,200.00
7		PRIMA Conference Nona & Latanya \$225 ea			\$ 450.00	\$ 450.00
8		Introduction to Local Government 4 @ \$190 ea		\$ 760.00		
9		Notary Fee for Latanya Green		\$ 70.00		
10		NCACPA CPE Select (CFG CPE requirements)			\$ 440.00	\$ 440.00
		Total - 2323 Training	\$ 3,200.00	\$ 2,775.00	\$ 3,640.00	\$ 3,640.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Finance - 2111
Division: Finance - 2111
Account: 3121 Travel

Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Summer Finance Officers Conference (CFG,ALL)-includes hotel, mileage reimbursement, meals	\$ 1,500.00	\$ 2,026.30	\$ 1,500.00	\$ 1,500.00
2	Spring Finance Officers Conference (CFG,ALL)-includes hotel, mileage reimbursement, meals	\$ 700.00	\$ 1,505.10	\$ 1,500.00	\$ 1,500.00
3	Purchasing Conference (Nona)-hotel, mileage, meals	\$ 400.00		\$ 400.00	\$ 400.00
4	Onslow County Purchasing Training (Nona)-mileage, meals	\$ 100.00			
5	Debt Set-Off Training (Nona & Latanya)-mileage, meals	\$ 100.00		\$ 100.00	\$ 100.00
6	NCPRIMA Conference (Nona & Latanya) (NC Public Risk Management Association) (Nona received a scholarship for the FY23 conference)	\$ 1,000.00	\$ 142.00	\$ 1,800.00	\$ 1,800.00
7					
8	CAGP-Eastern Regional Training	\$ 100.00		\$ 100.00	\$ 100.00
9	Interfaith Breakfast	\$ 50.00			
10					
	Total - 3121 Travel	\$ 3,950.00	\$ 3,673.40	\$ 5,400.00	\$ 5,400.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Catherine Gwynn		
Dept #:	Finance - 2111					
Division:	Finance - 2111					
Account:	3914 Contract Services					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Contract Professional Assistance-FY22 Audit, GASB 87 Leases, GASB 96 SBITAs - 125 hours @ \$150/hr	\$ -		\$ 18,750.00	\$ 18,750.00
2	Contract Clerical Services - assist in ARPA record management, reception duties 800 hrs @ \$17.38/hr	\$ 15,000.00	\$ 20,200.00	\$ 12,000.00	\$ 12,000.00
3	Contract Peak Time CSR (JMA) - 1,070 hrs @ \$15		\$ 25,800.00	\$ 16,000.00	\$ 16,000.00
4	Finance Salary Study		\$ 4,400.00	\$ 4,400.00	\$ -
5					
6					
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 15,000.00	\$ 50,400.00	\$ 51,150.00	\$ 46,750.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Catherine Gwynn		
Dept #:	Finance - 2111					
Division:	Finance - 2111					
Account:	4221 Software License Fees					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Lobby Central \$840	\$ 24,500.00	\$ 840.00	\$ 840.00	\$ 840.00
2	TCS Online Time Clock		\$ 480.00	\$ 480.00	\$ 480.00
3	CFS Tax		\$ -	\$ 505.00	\$ 505.00
4	ProWare Fixed Asset Keeper		\$ -	\$ 500.00	\$ 500.00
5	ProWare Quick Trial Balance		\$ -	\$ 250.00	\$ 250.00
6	CPA Trial Balance Financial Software		\$ -	\$ 845.00	\$ 845.00
7	1095 Service		\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
8	Debt Book		\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
9	Vendor Registry		\$ -	\$ 5,000.00	\$ 5,000.00
10	Black Mountain Software for Assessments & Miscellaneous Billing \$25,000.00 (my ballpark-waiting on quote from rep cfg 3/18/2023 9:38 PM)			\$ 25,000.00	\$ 10,000.00
	Total - 4221 Software License Fees	\$ 24,500.00	\$ 22,820.00	\$ 54,920.00	\$ 39,920.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Catherine Gwynn			
Dept #:	Finance - 2111					
Division:	Finance - 2111					
Account:	4911 Subscriptions					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Annual Goldsboro News Argus subscription-Nona (legal ads for purchasing and surplus; obituaries)/News Services for NC	\$ 200.00	\$ 150.00	\$ 200.00	\$ 200.00
2	GAAP Guide Service	\$ 200.00	\$ 300.00	\$ 200.00	\$ 200.00
3	Budgeting & Auditing Guides	\$ 600.00	\$ 150.00	\$ 600.00	\$ 600.00
4	Miscellaneous	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
5	Accurint Lexis Nexis \$200/month			\$ 2,400.00	\$ 2,400.00
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 1,100.00	\$ 700.00	\$ 3,500.00	\$ 3,500.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:		11-General Fund	Dept. Head-Catherine Gwynn			
Dept #:		Finance - 2111				
Division:		Finance - 2111				
Account:		4912 Fees & Dues				
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		NCGFOA Membership Dues - CFG, Dre & Terrie @ \$50 each	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
2		ACFE Dues CFG	\$ 205.00	\$ 205.00	\$ 205.00	\$ 205.00
3		DOT.gov Domain Renewal	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
4		AICPA Membership Dues 12-Month Renewal(Regular) CFG	\$ 520.00	\$ 550.00	\$ 520.00	\$ 520.00
5		Notary Fee Appointment Dues (Latanya)	\$ -	\$ 50.00		
6		CPE and Training	\$ 75.00	\$ 71.03	\$ 75.00	\$ 75.00
7		GFOA Certification-Annual CAFR	\$ 515.00		\$ 515.00	\$ 515.00
8		GFOA Certification-Budget	\$ 515.00		\$ 515.00	\$ 515.00
9		NC State Board of CPA Examiners CFG License	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00
10		GFOA Renewal Fees-City of Goldsboro	\$ 305.00	\$ 305.00	\$ 305.00	\$ 305.00
11		NCACPA CPE/Dues	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
12		Amazon Business Prime Membership Fees - not sure - sent email to Alec	\$ 1,300.00	\$ 1,299.00	\$ 1,300.00	\$ 1,300.00
13		PRIMA Conference Membership Fees (CFG, Nona & Latanya) @ \$50 ea		\$ 100.00	\$ 150.00	\$ 150.00
14		GFOA GAAFR Dues		\$ 65.00	\$ 65.00	\$ 65.00
15						
16						
17		NC Government Finance Officers Association (NCGFOA)				
18		Government Finance Officers Association (GFOA)				
19		Association of Certified Fraud Examiners (ACFE)				
20		American Institute of Certified Public Accountants (AICPA)				
21		Certified Information Technology Professional AICPA (CITP)				
22		Carolinas Association of Governmental Purchasing (CAGP)				
23		NC Association of Certified Public Accountants (NCACPA)				
24						
25						
		Total - 4912 Fees & Dues	\$ 4,695.00	\$ 3,905.03	\$ 4,910.00	\$ 4,910.00

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	11-General Fund	Dept. Head	Catherine Gwynn
Dept #:	2112 Finance	~ = Division by Zero	
Division:	2112 Office Supply Credits	* = Change < \$500	
Purple Cell-Finance Input			

Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4973	Office Supply Credits	\$ (4,669.79)	\$ (7,115.00)	\$ (7,115.00)	\$ (6,295.10)	\$ (7,450.00)	*	\$ (7,450.00)	*
9511	Stockroom-Office Supplies		\$ 7,115.00	\$ 7,115.00	\$ 6,295.10	\$ 7,450.00	4.71%	\$ 7,450.00	4.71%
Total Operating Expenditures		\$ (4,669.79)	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Finance-Office Supply Credits Budget		\$ (4,669.79)	\$ -	\$ -	\$ -	\$ -	*	\$ -	*

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 2112				
Division:	Office Supply Credits - 2112				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4973	Office Supply Credits	Y	See attached detail schedule.	\$ (7,115.00)	\$ (6,295.10)	\$ (7,450.00)	\$ (7,450.00)
9511	Stockroom-Office Supplies		Letter and Legal and 11x17 paper; City envelopes; Annual Calendars for City Departments	\$ 7,115.00	\$ 6,295.10	\$ 7,450.00	\$ 7,450.00
Total Operating Expenditures				\$ -	\$ -	\$ -	\$ -
Total Finance-Office Supply Credits Budget				\$ -	\$ -	\$ -	\$ -

SUPPORTING SCHEDULE				Fiscal Year FY20-21		
Fund: 11-General Fund				Dept. Head-Catherine Gwynn		
Dept #: Finance - 2112						
Division: ~ - 2111						
Account: 4973 Office Supply Credits						
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Stockroom Office Supplies - Acct #9511 (Inventory) #9561 (Expenditure)				
2		1011-Mayor/Council	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)
3		1012-City Manager	\$ (275.00)	\$ (475.00)	\$ (475.00)	\$ (475.00)
4		1016-HR	\$ (250.00)	\$ (250.00)	\$ (250.00)	\$ (250.00)
5		1017-Community Relations	\$ (300.00)	\$ (218.90)	\$ (300.00)	\$ (300.00)
6		1018-Paramount	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)
7		1020-GEC	\$ (50.00)	\$ (75.00)	\$ (75.00)	\$ (75.00)
8		1024-Inspections	\$ (400.00)	\$ (350.00)	\$ (400.00)	\$ (400.00)
9		1025-DGDC	\$ (300.00)	\$ (250.00)	\$ (300.00)	\$ (300.00)
10		1030-Information Technology				
11		1111-PW-Admin	\$ (200.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)
12		1114-PW-Garage				
13		1133-PW-Bldg Maintanance				
14		1142-PW-Cemetery				
15		2111-Finance	\$ (450.00)	\$ (450.00)	\$ (500.00)	\$ (500.00)
16		3151-Planning	\$ (200.00)	\$ (216.20)	\$ (200.00)	\$ (200.00)
17		4134-PW-Streets				
18		4143-PW-Solid Waste				
19		4172-Engineering	\$ (300.00)	\$ (300.00)	\$ (350.00)	\$ (350.00)
20		5120-Fire	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)
21		6121-Police	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)
22		7460-Parks & Rec	\$ (1,500.00)	\$ (1,500.00)	\$ (1,500.00)	\$ (1,500.00)
23		7461-Golf	\$ (400.00)	\$ (380.00)	\$ (400.00)	\$ (400.00)
24		4137-Stormwater				
25		4174-Billing & Meters Services				
26		4175-PW-Maintenance				
27		4176-PU-Water	\$ (350.00)	\$ (84.24)	\$ (350.00)	\$ (350.00)
28		4177-PU-Waste	\$ (700.00)	\$ (263.64)	\$ (700.00)	\$ (700.00)
29		4179-PU-Compost	\$ (200.00)	\$ (42.12)	\$ (200.00)	\$ (200.00)
30		9077-T & T	\$ (40.00)	\$ (40.00)	\$ (50.00)	\$ (50.00)
		Total - 4973 Office Supply Credits	\$ (7,115.00)	\$ (6,295.10)	\$ (7,450.00)	\$ (7,450.00)

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		2114 Finance		~ = Division by Zero					
Division:		2114 PCard Transaction Clearing		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
71001	PCard Charges Incurred & Encumbered	\$ -	\$ 1,140,000.00	\$ 1,140,000.00	\$ -	\$ 1,140,000.00	0.00%	\$ 1,140,000.00	0.00%
71002	PCard Charges Billed Out	\$ -	\$ (1,140,000.00)	\$ (1,140,000.00)	\$ -	\$ (1,140,000.00)	*	\$ (1,140,000.00)	*
Total Operating Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Finance-PCard Transaction Clearing Budget		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 2114				
Division:	PCard Transaction Clearing - 2114				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
71001	PCard Charges Incurred & Encumbered			\$ 1,140,000.00	\$ -	\$ 1,140,000.00	\$ 1,140,000.00
71002	PCard Charges Billed Out			\$ (1,140,000.00)	\$ -	\$ (1,140,000.00)	\$ (1,140,000.00)
Total Operating Expenditures				\$ -	\$ -	\$ -	\$ -
Total Finance-PCard Transaction Clearing Budget				\$ -	\$ -	\$ -	\$ -

FISCAL YEAR 2023-2024 BUDGET
DEPARTMENT/DIVISION: PLANNING DEPARTMENT

DEPARTMENT OVERVIEW:

The Planning Department's mission is to provide guidance for the orderly growth and development of the City of Goldsboro and its one-mile extraterritorial jurisdiction, which includes the administration of the City's transportation planning and code enforcement processes. The Department is committed to providing exceptional customer service and supporting the City's Strategic Plan to improve the effectiveness, efficiency, and accountability of our services.

GOALS/MAJOR OBJECTIVES:

- Maintain exceptional customer service in guiding the public through the numerous processes administered by the department including Change of Zones, Special Uses, Street Closings, Annexations, Variances, Subdivisions, Site Plans, Certificates of Appropriateness, etc.
- Provide staff support to the Planning Commission, Board of Adjustment, Historic District Commission, Transportation Advisory Committee and Technical Coordinating Committee.
- Submit all legal documentation as it relates to the numerous processes administered by the department to include transportation-related tasks.
- Continue Code Enforcement activities to beautify and improve the appearance of the city through education and management.
- Manage and maintain the City's Unified Development Ordinance by providing City Council with all the necessary information which to make informed decisions affecting the community.
- Update and implement the City's Comprehensive Land Use Plan.
- Provide support to other City departments as requested.

SIGNIFICANT BUDGET ISSUES:

- Continued and additional management of Code Enforcement Ordinances due to an increase in citizen complaints and our growing city. (Additional staff, operations, additional equipment/vehicle, and maintenance)
- Continued and additional management of Planning processes due to an increase in development and our growing city. (Additional staff, operations)
- Securement and demolition increase due to the implementation of the update to the Minimum Housing Ordinance.
- Updating the City's Comprehensive Land Use Plan.
- Provide transportation planning for the Goldsboro Urban Area to ensure a continuing, cooperative, and comprehensive approach is being used to address both short and long-range transportation needs as require by FHWA (Federal Highway Administration) including ADA compliance.

EXPENDITURE SHEET		Fiscal Year FY23-24			
Fund:	11-General Fund	Dept. Head	Kenny Talton		
Dept #:	3151	Planning			
Division:	3151	Planning			
			~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input		

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 370,680.96	\$ 432,678.00	\$ 432,678.00	\$ 419,971.70	\$ 544,286.93	25.79%	\$ 432,344.15	-0.08%
1224	Cell Phone Stipend	\$ 1,384.50	\$ 2,160.00	\$ 2,160.00	\$ 1,439.88	\$ 2,880.00	33.33%	\$ 2,880.00	33.33%
1275	Salaries & Wages Bonus	\$ 2,681.57		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,915.64	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 3,300.00	37.50%	\$ 2,700.00	12.50%
1280	Vacation Pay Out	\$ 6,501.50		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 28,138.20	\$ 33,449.00	\$ 33,449.00	\$ 32,421.59	\$ 42,110.72	25.90%	\$ 33,501.20	0.16%
1821	NCLGERS-Retirement	\$ 43,561.09	\$ 54,349.00	\$ 54,349.00	\$ 54,714.07	\$ 71,065.28	30.76%	\$ 56,536.01	4.02%
1822	401-K Retirement	\$ 15,271.35	\$ 17,490.00	\$ 17,490.00	\$ 16,952.46	\$ 22,018.68	25.89%	\$ 17,516.97	0.15%
1830	Hospital Insurance	\$ 49,979.00	\$ 59,176.00	\$ 59,176.00	\$ 81,048.00	\$ 81,048.00	36.96%	\$ 51,576.00	-12.84%
1835	Group Term Life Insurance Coverage	\$ 232.04	\$ 382.00	\$ 382.00	\$ 385.44	\$ 385.44	*	\$ 385.44	*
1860	Worker's Comp Claims Cost		\$ 4,300.00	\$ 4,300.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 2,525.78	\$ 2,677.00	\$ 2,677.00	\$ 2,706.00	\$ 2,880.00	7.58%	\$ 2,880.00	7.58%
1899	Less: Reimbursed by Grants	\$ (31,096.54)	\$ (66,542.00)	\$ (132,826.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 491,775.09	\$ 542,519.00	\$ 476,235.00	\$ 612,039.14	\$ 769,975.05	41.93%	\$ 600,319.76	10.65%
1932	Medical Exams	\$ 173.00	\$ 324.00	\$ 324.00	\$ -	\$ 440.00	*	\$ 440.00	*
1991	Consultant Fees	\$ 8,975.00	\$ 25,000.00	\$ 33,750.00	\$ 14,752.55	\$ 200,000.00	700.00%	\$ -	*
2121	Uniforms				\$ -	\$ 3,300.00	~	\$ 3,300.00	~
2124	Shoes-Steel Toe				\$ -	\$ 1,050.00	~	\$ 1,050.00	~
2203	Employee Appreciation	\$ 117.72	\$ 153.00	\$ 153.00	\$ 158.17	\$ 220.00	*	\$ 220.00	*
2323	Training				\$ -	\$ 8,170.00	~	\$ 6,145.00	~
2501A	Fleet Charges Internal Use Only!	\$ 1,785.24	\$ 1,550.00	\$ 1,550.00	\$ 1,101.52	\$ 1,550.00	0.00%	\$ 1,550.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 3,491.10	\$ 5,200.00	\$ 5,200.00	\$ 3,052.63	\$ 5,200.00	0.00%	\$ 5,200.00	0.00%
2601	Office Supplies	\$ 845.84	\$ 1,600.00	\$ 1,600.00	\$ 1,000.00	\$ 1,600.00	0.00%	\$ 1,600.00	0.00%
2603	Postage Machine Supplies		\$ 75.00	\$ 75.00	\$ -	\$ 75.00	*	\$ 75.00	*
2701	Advertising Legal Display Ads(1215)	\$ 9,019.34	\$ 15,000.00	\$ 15,000.00	\$ 9,900.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
2993	Operational Supplies	\$ 4,390.07	\$ 5,810.00	\$ 5,810.00	\$ 4,425.00	\$ 3,600.00	-38.04%	\$ 3,600.00	-38.04%
3121	Travel	\$ 2,060.83	\$ 7,010.00	\$ 7,010.00	\$ 1,251.13	\$ 6,450.00	-7.99%	\$ 2,850.00	-59.34%
3210	Telephone & Communication Svcs	\$ 2,573.34	\$ 4,536.00	\$ 4,536.00	\$ 2,909.48	\$ 8,400.00	85.19%	\$ 8,400.00	85.19%
3250A	Postage-Internal Charges only!	\$ 6,534.86	\$ 6,712.00	\$ 6,712.00	\$ 8,059.65	\$ 10,316.00	53.69%	\$ 10,316.00	53.69%
3410	Printing	\$ 967.50	\$ 1,000.00	\$ 1,000.00	\$ 808.57	\$ 1,500.00	50.00%	\$ 1,500.00	50.00%
3421	Copy Machine Cost	\$ 2,854.60	\$ 2,848.00	\$ 2,848.00	\$ 2,508.37	\$ 2,190.00	-23.10%	\$ 2,190.00	-23.10%
3513	Tree Replacement		\$ 3,400.00	\$ 3,400.00	\$ 1,440.00	\$ 3,400.00	0.00%	\$ 3,400.00	0.00%
3532	Maintenance of Enhancement Areas	\$ 51,455.84	\$ 65,000.00	\$ 65,000.00	\$ 49,242.63	\$ 60,880.00	-6.34%	\$ 60,880.00	-6.34%
3914	Contract Services	\$ 29,467.90	\$ 44,252.00	\$ 44,252.00	\$ 28,453.13	\$ 44,252.00	0.00%	\$ -	*
3950	Education Reimbursement		\$ 1,200.00	\$ 1,200.00	\$ 1,158.87	\$ 2,500.00	108.33%	\$ 2,500.00	108.33%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Kenny Talton			
Dept #:		3151		Planning		~ = Division by Zero			
Division:		3151		Planning		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3954	House Securement		\$ 5,000.00	\$ 5,000.00	\$ 2,286.48	\$ 10,000.00	100.00%	\$ -	*
3991	Commission Expenses	\$ 1,050.00	\$ 4,200.00	\$ 4,200.00	\$ 1,500.00	\$ 2,100.00	-50.00%	\$ 2,100.00	-50.00%
3993	Building Demolition	\$ 5,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 220,000.00	450.00%	\$ -	*
3994	Tree Service	\$ 41,930.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	0.00%	\$ 19,115.00	-61.77%
3996	Clean and Cut Lots	\$ 14,625.83	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 15,000.00	-70.00%	\$ 50,000.00	0.00%
4511	Multi-Peril Insurance	\$ 2,080.00	\$ 2,205.00	\$ 2,205.00	\$ 2,272.00	\$ 2,648.00	20.09%	\$ 2,648.00	20.09%
4521	Auto Liability	\$ 779.37	\$ 806.00	\$ 806.00	\$ 681.00	\$ 796.00	-1.24%	\$ 796.00	-1.24%
4543	Insurance Deductible Claims	\$ 8,900.25		\$ -	\$ -	\$ -	*	\$ -	*
4911	Subscriptions	\$ 162.01	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	*	\$ 180.00	*
4912	Fees & Dues	\$ 210.00	\$ 4,590.00	\$ 4,590.00	\$ 1,270.00	\$ 1,490.00	-67.54%	\$ 1,490.00	-67.54%
9561	Office Supplies	\$ 249.41	\$ 200.00	\$ 200.00	\$ 216.20	\$ 200.00	*	\$ 200.00	*
9934	Transportation Planning Grant	\$ 110,041.14	\$ 352,543.00	\$ 492,468.00	\$ 225,476.01	\$ 522,705.23	48.27%	\$ 522,705.23	48.27%
	Total Operating Expenditures	\$ 309,740.19	\$ 700,394.00	\$ 849,069.00	\$ 504,103.39	\$ 1,205,212.23	72.08%	\$ 729,450.23	4.15%
5221	Laptop Computers				\$ -	\$ 14,000.00	~	\$ 4,000.00	~
5412	Compact Pick-Up Trucks	\$ 30,600.26		\$ -	\$ -	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck				\$ -	\$ 40,605.00	~	\$ -	*
5431	Riding Lawnmower				\$ -	\$ 14,808.00	~	\$ -	*
5743	NCDOT ROW Purchase \$500K		\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ -	*	\$ -	*
5947	Sidewalks		\$ 33,542.00	\$ 33,542.00	\$ 33,542.00	\$ 102,317.00	205.04%	\$ 102,317.00	205.04%
	Total Capital Outlay	\$ 30,600.26	\$ 221,042.00	\$ 221,042.00	\$ 221,042.00	\$ 171,730.00	-22.31%	\$ 106,317.00	-51.90%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Planning-Planning Budget	\$ 832,115.54	\$ 1,463,955.00	\$ 1,546,346.00	\$ 1,337,184.53	\$ 2,146,917.28	46.65%	\$ 1,436,086.99	-1.90%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Kenny Talton		Green Cell - Department Input	
Dept #:	Planning - 3151				
Division:	Planning - 3151				

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		9 FTE's		\$ 432,678.00	\$ 419,971.70	\$ 544,286.93	\$ 432,344.15
1224 Cell Phone Stipend		4 FTE's @ 27.69/pp (Director, 1 CE, 2 Planners)		\$ 2,160.00	\$ 1,439.88	\$ 2,880.00	\$ 2,880.00
1275 Salaries & Wages Bonus				\$ -	\$ -	\$ -	\$ -
1278 Wellness Earnings		\$300 per participating employee per year		\$ 2,400.00	\$ 2,400.00	\$ 3,300.00	\$ 2,700.00
1280 Vacation Pay Out		None anticipated		\$ -	\$ -	\$ -	\$ -
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%		\$ 33,449.00	\$ 32,421.59	\$ 42,110.72	\$ 33,501.20
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 54,349.00	\$ 54,714.07	\$ 71,065.28	\$ 56,536.01
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 17,490.00	\$ 16,952.46	\$ 22,018.68	\$ 17,516.97
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 59,176.00	\$ 81,048.00	\$ 81,048.00	\$ 51,576.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 382.00	\$ 385.44	\$ 385.44	\$ 385.44
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 4,300.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 2,677.00	\$ 2,706.00	\$ 2,880.00	\$ 2,880.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ (66,542.00)			
Total Salaries & Benefits				\$ 542,519.00	\$ 612,039.14	\$ 769,975.05	\$ 600,319.76
1932 Medical Exams		6 Safety Sensitive FTE + 2 New Hires @ \$54 each		\$ 324.00	\$ -	\$ 440.00	\$ 440.00
1991 Consultant Fees	Y	Comprehensive Landuse Plan-10 yr Update		\$ 25,000.00	\$ 14,752.55	\$ 200,000.00	\$ -
2121 Uniforms		Line item created - Previously in 2993 \$300/yr x 11 FTE (Planning & Code Enforcement)			\$ -	\$ 3,300.00	\$ 3,300.00
2124 Shoes-Steel Toe		Line item created - Previously in 2993 \$150/yr x 7 FTE (Planning & Code Enforcement)			\$ -	\$ 1,050.00	\$ 1,050.00
2203 Employee Appreciation		11 FTE		\$ 153.00	\$ 158.17	\$ 220.00	\$ 220.00
2323 Training	Y	Registration fees for conferences,AICP Cert (1),Board Workshop for Planning and Development Regulation (7 Planning Commission & 7 Council)			\$ -	\$ 8,170.00	\$ 6,145.00
2501A Fleet Charges Internal Use Only!		Provided by Maintenance Shop		\$ 1,550.00	\$ 1,101.52	\$ 1,550.00	\$ 1,550.00
2502A Vehicle Fuel-Internal Charges		Provided by Maintenance Shop		\$ 5,200.00	\$ 3,052.63	\$ 5,200.00	\$ 5,200.00
2601 Office Supplies		General office supplies (pens,ink,notebooks, etc.) Additonal cubicle parts for new FTE		\$ 1,600.00	\$ 1,000.00	\$ 1,600.00	\$ 1,600.00
2603 Postage Machine Supplies				\$ 75.00	\$ -	\$ 75.00	\$ 75.00
2701 Advertising Legal Display Ads(1215)		Legal ads for Public Hearing-Council & Planning Commission		\$ 15,000.00	\$ 9,900.00	\$ 15,000.00	\$ 15,000.00
2993 Operational Supplies		General Code Enforcement needs for operation (Tags, door hangers,PPE) Plotter Supplies Uniforms removed - Line item 2121 & 2124 created		\$ 5,810.00	\$ 4,425.00	\$ 3,600.00	\$ 3,600.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Kenny Talton		Green Cell - Department Input	
Dept #:	Planning - 3151				
Division:	Planning - 3151				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3121	Travel	Y	Various conferences & School of Govnt Planning Courses	\$ 7,010.00	\$ 1,251.13	\$ 6,450.00	\$ 2,850.00
3210	Telephone & Communication Svcs		Service for 7 Ipads - 5 Code Enforcement (field) + 2 Office Use (\$3192.84) Service for 5 phones - 4 Code Enforcement + 1 Asst. Director (\$2700) 5 new Ipads to replace older model Ipads in the field(Keeping 2 older Ipads for office use) (\$2500)	\$ 4,536.00	\$ 2,909.48	\$ 8,400.00	\$ 8,400.00
3250A	Postage-Internal Charges only!		Includes \$3616 for allocated fixed cost from Finance	\$ 6,712.00	\$ 8,059.65	\$ 10,316.00	\$ 10,316.00
3410	Printing		Printing Business Cards, Nameplates (Staff/Commission),UDO Amendments/Comprehensive Landuse Plan	\$ 1,000.00	\$ 808.57	\$ 1,500.00	\$ 1,500.00
3421	Copy Machine Cost		Provided by IT	\$ 2,848.00	\$ 2,508.37	\$ 2,190.00	\$ 2,190.00
3513	Tree Replacement		Tree Replacement and Beautification	\$ 3,400.00	\$ 1,440.00	\$ 3,400.00	\$ 3,400.00
3532	Maintenance of Enhancement Areas		Enhancement Areas - Contracted through FY24 - \$54,400 Welcome Sign Mainteance & land lease - 2 @ \$400/month (maintenance) & 1 @ \$480/Yr (Lease) Duke Energy - Average \$100/month (Lights for signs)	\$ 65,000.00	\$ 49,242.63	\$ 60,880.00	\$ 60,880.00
3914	Contract Services	Y	Holden Temporary - 2 Staff assist Code Enforcement with Trash pickup (rate set by Finance)	\$ 44,252.00	\$ 28,453.13	\$ 44,252.00	\$ -
3950	Education Reimbursement		1 FTE - Tuition assistance Program	\$ 1,200.00	\$ 1,158.87	\$ 2,500.00	\$ 2,500.00
3954	House Securement		Prep for demolition @ Avg. \$500/dwelling (20 dwellings)	\$ 5,000.00	\$ 2,286.48	\$ 10,000.00	\$ -
3991	Commission Expenses		\$25/per meeting (12 Meetings) (7 members)	\$ 4,200.00	\$ 1,500.00	\$ 2,100.00	\$ 2,100.00
3993	Building Demolition		20 dwellings x \$1000 (asbestos) = \$20,000 20 dwellings x \$10,000 (Demo)= \$220,000	\$ 40,000.00	\$ 40,000.00	\$ 220,000.00	\$ -
3994	Tree Service		Citizen requests for maintenance, cutting, grinding stumps throughout year & emergencies. (Planning maintains a continuous list of trees that need attention - Every year there is roll over)	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 19,115.00
3996	Clean and Cut Lots		Reduction is based on new FTE for internal Grass Cuts & Unsightly Lots. If not approved we will need the ful \$50000 Purchase of trash bags, gloves, vests, etc. for Temporary workers.	\$ 50,000.00	\$ 50,000.00	\$ 15,000.00	\$ 50,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,205.00	\$ 2,272.00	\$ 2,648.00	\$ 2,648.00
4521	Auto Liability		Provided by Finance	\$ 806.00	\$ 681.00	\$ 796.00	\$ 796.00
4543	Insurance Deductible Claims			\$ -	\$ -	\$ -	
4911	Subscriptions	Y	Goldsboro News Argus	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00

JUSTIFICATION SHEET Fiscal Year FY23-24 Fund: 11-General Fund Dept #: Planning - 3151 Division: Planning - 3151				Blue Font - Detail Schedule Requested Green Cell - Department Input			
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4912	Fees & Dues	Y	Member Fees-NCAHCO,NCAPA/AICP,NCAZO,NCAFPM	\$ 4,590.00	\$ 1,270.00	\$ 1,490.00	\$ 1,490.00
9561	Office Supplies		Paper & Envelopes	\$ 200.00	\$ 216.20	\$ 200.00	\$ 200.00
9934	Transportation Planning Grant		Transportation Planning PWP Funds -\$322,705.23 SP&R Funds-Teir 1 5% Match. 95% Reimbursable-\$200,000	\$ 352,543.00	\$ 225,476.01	\$ 522,705.23	\$ 522,705.23
Total Operating Expenditures				\$ 700,394.00	\$ 504,103.39	\$ 1,205,212.23	\$ 729,450.23
5221	Laptop Computers		Laptop Setups to allow for remote work- 10 FTE @ \$1400/ea			\$ 14,000.00	\$ 4,000.00
5412	Compact Pick-Up Trucks		Remove	\$ -	\$ -	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck		Additional Truck for Code Enforcement		\$ -	\$ 40,605.00	\$ -
5431	Riding Lawnmower		Diablo MP 60" - Vangurd Mower w/ Trimmer and backpack blower w/trailer		\$ -	\$ 14,808.00	\$ -
5743	NCDOT ROW Purchase \$500K		Remove - Completed in FY23	\$ 187,500.00	\$ 187,500.00	\$ -	\$ -
5947	Sidewalks		NCDOT Betterment Agreements (3/3)	\$ 33,542.00	\$ 33,542.00	\$ 102,317.00	\$ 102,317.00
Total Capital Outlay				\$ 221,042.00	\$ 221,042.00	\$ 171,730.00	\$ 106,317.00
Total Debt Service			Provided by Finance	\$ -	\$ -	\$ -	\$ -
Total Planning-Planning Budget				\$ 1,463,955.00	\$ 1,337,184.53	\$ 2,146,917.28	\$ 1,436,086.99

CAPITAL OUTLAY																
Fiscal Year FY23-24																
Fund:		11-General Fund														
Dept #:		Planning - 3151														
Division:		Planning - 3151														
		Current Asset Information								Replacement Asset Information						
						Maintenance Cost History										
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5423	New	New Equipment	N/A	N/A	N/A	\$ -	\$ -	\$ -	N		2023 F-150 4x2 Supercab	Additional Vehicle	\$ 40,605.00	\$ -	
2	5947	N/A	U-5994 NCDOT Betterment Agreement	N/A	N/A	N/A						Project #U-5994	NCDOT Betterment Agreements -Wayne Memorial (Lockhaven Dr to Country Day Rd)	\$ 1,310.00	\$ 1,310.00	
3	5947	N/A	U-5724 NCDOT Betterment Agreement	N/A	N/A	N/A						Project # U-5724	NCDOT Betterment Agreements - Central Heights Realignment at Berkeley	\$ 68,775.00	\$ 68,775.00	
4	5947	N/A	U-2714 NCDOT Betterment Agreement	N/A	N/A	N/A						Project # U-2714	NCDOT Betterment Agreements - N. William Street Sidewalks	\$ 32,232.00	\$ 32,232.00	
5	5431	New	New Equipment	N/A	N/A	N/A	\$ -	\$ -	\$ -	N		Diablo MP 60" - Vanguard Mower w/ Trimmer and backpack blower w/trailer	Code Enforcement needs for additional employee	\$ 14,808.00	\$ -	
6	5221	New	New Equipment	N/A	N/A	N/A	\$ -	\$ -	\$ -	N		Laptop Setups	Allow for remote work-10 FTE @ \$1400/ea	\$ 14,000.00	\$ 4,000.00	
7																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 171,730.00	\$ 106,317.00	

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund

Dept. Head-Kenny Talton
Dept #: Planning - 3151

Division: Planning - 3151

Account: 1991 Consultant Fees

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Laserfiche - Scanning of Site Plans	\$ 5,000.00	\$ -	\$ -	\$ -
2	Redistricting Plan	\$ 20,000.00	\$ 14,752.55	\$ -	\$ -
3	Comprehensive Land Use Plan		\$ -	\$ 200,000.00	\$ -
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 25,000.00	\$ 14,752.55	\$ 200,000.00	\$ -

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund

Dept. Head-Kenny Talton
Dept #: Planning - 3151

Division: Planning - 3151

Account: 2323 Training

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NCAHCO Annual Conference (5 Staff)	\$ 5,000.00	\$ -	\$ 875.00	\$ 350.00
2	NCAPA Conference - Online (3 Staff)		\$ -	\$ 350.00	\$ 350.00
3	NCAZO Conference (3 Staff)		\$ -	\$ 1,500.00	\$ -
4	NCAZO Certification (3 Staff)		\$ -	\$ 3,825.00	\$ 3,825.00
5	AICP Certification (Registration and Test) (1 Staff)		\$ -	\$ 500.00	\$ 500.00
6	Board Workshop for Planning and Development Regulation (7 Planning Commission & 7 Council)		\$ -	\$ 1,120.00	\$ 1,120.00
7					
8					
9					
10					
	Total - 2323 Training	\$ 5,000.00	\$ -	\$ 8,170.00	\$ 6,145.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Planning - 3151
Division: Planning - 3151
Account: 3121 Travel

Dept. Head-Kenny Talton

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Laserfiche User Group (1) 1 night	\$ 50.00	\$ -	\$ -	\$ -
2	NCACHO Annual Conference (5) 3 nights	\$ 5,000.00	\$ -	\$ 3,000.00	\$ 1,200.00
3	NCAPA Conference (3) 4 days (Required Certification)	\$ 1,800.00	\$ -	\$ 1,800.00	\$ -
4	NCAZO Conference (1) 3 days (Required Certification)	\$ 60.00	\$ -	\$ 1,000.00	\$ 1,000.00
5	NC Preservation Conference (1) 2 nights	\$ 50.00	\$ -	\$ -	\$ -
6	NC School of Government - Planning Courses (2)	\$ 50.00	\$ -	\$ 50.00	\$ 50.00
7	Eastern Carolina RPO Meeting-Hwy 70 Corridor		\$ 126.25		
8	Centralina Council of Government		\$ 495.73	\$ -	\$ -
9	NCAFPM Floodplain Institute (1) 3 days		\$ 552.90	\$ 600.00	\$ 600.00
10	Comprehensive Economic Development Meeting		\$ 76.25	\$ -	\$ -
	Total - 3121 Travel	\$ 7,010.00	\$ 1,251.13	\$ 6,450.00	\$ 2,850.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Planning - 3151
Division: Planning - 3151
Account: 3914 Contract Services

Dept. Head-Kenny Talton

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Holden Temporaries - Roadside Trash pick up (2) (approximately \$20748 per year each Temporary)	\$ 44,252.00	\$ 28,453.13	\$ 44,252.00	\$ -
2	Salary fixed by Finance Agreement with Holden Temporaries				
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 44,252.00	\$ 28,453.13	\$ 44,252.00	\$ -

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund

Dept. Head-Kenny Talton

Dept #: Planning - 3151

Division: Planning - 3151

Account: 4911 Subscriptions

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Goldsboro News Argus Print Edition	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund

Dept. Head-Kenny Talton
Dept #: Planning - 3151

Division: Planning - 3151

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	AICP Certification (Moved to SCH2323)	\$ 560.00	\$ -	\$ -	\$ -
2	NCAPA (Member Fees based on Salary) (3 staff)	\$ 340.00	\$ -	\$ 950.00	\$ 950.00
3	ASLA Dues (Amer. Society Landscape Architects) (Remove)	\$ 470.00	\$ -	\$ -	\$ -
4	NCAHO (Code Enforcement-Member Fee + Conference) (5)	\$ 1,750.00	\$ 760.00	\$ 300.00	\$ 300.00
5	NCAPA Planning Conference (3) (Moved to SCH2323)	\$ 900.00	\$ -		
6	NCAZO Conference (1) (Moved to SCH2323)	\$ 250.00	\$ -		
7	NCAZO Member Fees-\$60 (3 Staff)	\$ 60.00	\$ 60.00	\$ 180.00	\$ 180.00
8	NC Preservation Conference (Remove)	\$ 260.00	\$ -	\$ -	\$ -
9	NCAFPD (Member Fees) (1 Staff)		\$ -	\$ 60.00	\$ 60.00
10	Centralina Council of Government		\$ 450.00	\$ -	\$ -
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
Total - 4912 Fees & Dues		\$ 4,590.00	\$ 1,270.00	\$ 1,490.00	\$ 1,490.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: STREET MAINTENANCE

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions-Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street Maintenance & Stormwater Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Street Maintenance Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Continue to improve and streamline the efficiency of operations.
- Increase efforts to repair/replace hazardous sections of city owned sidewalks.
- Improve focus on repair/maintenance of City streets, curb and gutter, and sidewalks.
- Continue to facilitate staff training to ensure compliance with state and federal requirements in regulated areas.
- Continue to broaden CityWorks capabilities to better track citizen requests, manpower and resource expenditures.

SIGNIFICANT BUDGET ISSUES:

- Maintenance and/or replacement costs associated with aging vehicle and equipment fleet.
- Increasing costs of raw materials and supplies needed for infrastructure repairs (concrete, asphalt, stone, dirt, etc.)
- Increasing costs of sending new employees to school to receive their CDL license.

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	11-General Fund	Dept. Head	Rick Fletcher
Dept #:	4134 Public Works	~ = Division by Zero	
Division:	4134 Street Maintenance	* = Change < \$500	
Purple Cell-Finance Input			

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 411,638.51	\$ 460,403.00	\$ 460,403.00	\$ 405,313.94	\$ 457,403.30	-0.65%	\$ 468,838.38	1.83%
1220	Salaries & Wages Overtime	\$ 3,371.22	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
1221	Employee Awards				\$ -	\$ 608.00	~	\$ 608.00	~
1274	Call Duty Pay	\$ 2,875.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,538.57		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ 575.00	\$ 735.00	~	\$ 735.00	~
1278	Wellness Earnings	\$ 2,965.78	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%
1280	Vacation Pay Out	\$ 654.17		\$ -	\$ 5,412.00	\$ -	*	\$ -	*
1810	Social Security	\$ 30,832.08	\$ 36,051.00	\$ 36,051.00	\$ 32,256.30	\$ 35,924.12	-0.35%	\$ 36,798.90	2.07%
1821	NCLGERS-Retirement	\$ 48,611.50	\$ 58,577.00	\$ 58,577.00	\$ 54,435.14	\$ 60,624.88	3.50%	\$ 62,101.15	6.02%
1822	401-K Retirement	\$ 17,041.59	\$ 18,850.00	\$ 18,850.00	\$ 16,866.04	\$ 18,783.85	-0.35%	\$ 19,241.26	2.08%
1830	Hospital Insurance	\$ 73,407.82	\$ 81,367.00	\$ 81,367.00	\$ 88,416.00	\$ 88,416.00	8.66%	\$ 81,048.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 336.87	\$ 458.00	\$ 458.00	\$ 420.48	\$ 420.48	*	\$ 420.48	*
1860	Worker's Comp Claims Cost	\$ 2,459.53	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 3,577.84	\$ 3,793.00	\$ 3,793.00	\$ 2,879.00	\$ 3,064.00	-19.22%	\$ 3,064.00	-19.22%
1899	Less: Reimbursed by Grants		\$ -	\$ (86,459.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 602,310.48	\$ 675,349.00	\$ 588,890.00	\$ 616,923.89	\$ 676,829.63	0.22%	\$ 683,705.17	1.24%
1932	Medical Exams	\$ 123.00	\$ -	\$ 300.00	\$ 511.00	\$ 500.00	*	\$ 500.00	*
2121	Uniforms	\$ 6,056.30	\$ 8,000.00	\$ 8,000.00	\$ 8,500.00	\$ 8,500.00	6.25%	\$ 8,500.00	6.25%
2123	Protective Clothing	\$ 1,732.08	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 2,000.00	14.29%	\$ 2,000.00	14.29%
2124	Shoes-Steel Toe	\$ 1,494.03	\$ 1,725.00	\$ 1,725.00	\$ 1,910.00	\$ 1,800.00	4.35%	\$ 1,800.00	4.35%
2323	Training	\$ 3,994.06	\$ 3,800.00	\$ 3,800.00	\$ 1,825.00	\$ 5,750.00	51.32%	\$ 3,040.00	-20.00%
2501A	Fleet Charges Internal Use Only!	\$ 23,293.55	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 17,930.86	\$ 38,017.00	\$ 38,017.00	\$ 30,000.00	\$ 38,000.00	-0.04%	\$ 38,000.00	-0.04%
2591	Fuel For Equipment		\$ 500.00	\$ 500.00	\$ -	\$ 500.00	*	\$ 500.00	*
2993	Operational Supplies	\$ 12,171.80	\$ 19,000.00	\$ 18,700.00	\$ 19,000.00	\$ 27,000.00	42.11%	\$ 20,000.00	5.26%
2994	Tools	\$ 2,945.67	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3121	Travel		\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3210	Telephone & Communication Svcs	\$ 1,759.56	\$ 4,600.00	\$ 4,600.00	\$ 3,700.00	\$ 3,000.00	-34.78%	\$ 3,000.00	-34.78%
3250A	Postage-Internal Charges only!		\$ 10.00	\$ 10.00	\$ -	\$ 10.00	*	\$ 10.00	*
3410	Printing		\$ 100.00	\$ 100.00	\$ -	\$ 100.00	*	\$ 100.00	*
3522	Machine/Equipment Maintenance	\$ 3,211.83	\$ 7,000.00	\$ 7,000.00	\$ 8,000.00	\$ 10,000.00	42.86%	\$ 10,000.00	42.86%
3593	Asphalt Repairs	\$ 11,428.85	\$ 26,000.00	\$ 26,000.00	\$ 25,000.00	\$ 26,000.00	0.00%	\$ 24,000.00	-7.69%
3594	Concrete Repairs	\$ 10,045.94	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	0.00%	\$ 24,000.00	-7.69%
3913	Landfill Charges	\$ 287.61	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY23-24								
Fund:		11-General Fund		Dept. Head		Rick Fletcher				
Dept #:		4134	Public Works		~ = Division by Zero					
Division:		4134	Street Maintenance		* = Change < \$500					
		Purple Cell-Finance Input								
Object of Expenditure			FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3950	Education Reimbursement			\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	*	\$ -	*
4511	Multi-Peril Insurance		\$ 6,753.38	\$ 7,158.00	\$ 7,158.00	\$ 5,212.00	\$ 6,074.00	-15.14%	\$ 6,074.00	-15.14%
4521	Auto Liability		\$ 4,065.13	\$ 4,207.00	\$ 4,207.00	\$ 4,316.00	\$ 5,047.00	19.97%	\$ 5,047.00	19.97%
4912	Fees & Dues		\$ 100.00	\$ 800.00	\$ 800.00	\$ 500.00	\$ 1,000.00	25.00%	\$ 1,000.00	25.00%
4990	Equipment Expense					\$ -	\$ 2,500.00	~	\$ 2,500.00	~
	Total Operating Expenditures		\$ 107,393.65	\$ 190,667.00	\$ 190,667.00	\$ 170,224.00	\$ 204,281.00	7.14%	\$ 190,571.00	-0.05%
5150	Excavator		\$ 65,713.94		\$ -	\$ -	\$ -	*	\$ -	*
5304	Salt Spreader					\$ -	\$ 25,000.00	~	\$ -	*
5420	Tandem Dump Truck		\$ 1,439.63	\$ 30,000.00	\$ 178,560.00	\$ 130,000.00	\$ 135,000.00	350.00%	\$ -	*
5476	Crew Cab Pick-Up Tk W/Utility Body			\$ -	\$ 54,922.10	\$ 59,000.00	\$ 75,570.00	~	\$ -	*
5506	Utility Service Truck					\$ -	\$ -	*	\$ -	*
5672	Utility Trailer		\$ 8,347.97	\$ 18,000.00	\$ 18,000.00	\$ 15,000.00	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 75,501.54	\$ 48,000.00	\$ 251,482.10	\$ 204,000.00	\$ 235,570.00	390.77%	\$ -	*
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Street Maintenance Budget		\$ 785,205.67	\$ 914,016.00	\$ 1,031,039.10	\$ 991,147.89	\$ 1,116,680.63	22.17%	\$ 874,276.17	-4.35%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4134				
Division:	Street Maintenance - 4134				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		12 FTE's	\$ 460,403.00	\$ 405,313.94	\$ 457,403.30	\$ 468,838.38
1220	Salaries & Wages Overtime		June 30: Anticipate this money being used by the end of budget. Street crews responded to several weather related events and flooding rain. 1 July: Funds used for overtime hours when crews are called in during after hours emergency situations and to respond to weather related events such as hurricanes, snow and ice storms. No major events occurred this year other than routine storm damage and downed limbs.	\$ 4,000.00	\$ 3,500.00	\$ 4,000.00	\$ 4,000.00
1221	Employee Awards		Service awards July 1 (Douglas Henricksen \$200) (Brian Cox \$200) add 27% for taxes			\$ 608.00	\$ 608.00
1274	Call Duty Pay		June 30: Expected to use remaining \$1,375 to pay for call duty. 1 July: To fund employees for call duty operations. \$125.00/wk x 26wks = \$3,250.	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus			\$ -			\$ -
1277	Clothing Allowance		Superintendent (\$125) Supervisor (\$450) plus 27%		\$ 575.00	\$ 735.00	\$ 735.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1280	Vacation Pay Out		Eddie Moses \$22.55 x 240 = \$5412	\$ -	\$ 5,412.00	\$ -	\$ -
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 36,051.00	\$ 32,256.30	\$ 35,924.12	\$ 36,798.90
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 58,577.00	\$ 54,435.14	\$ 60,624.88	\$ 62,101.15
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 18,850.00	\$ 16,866.04	\$ 18,783.85	\$ 19,241.26
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 81,367.00	\$ 88,416.00	\$ 88,416.00	\$ 81,048.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 458.00	\$ 420.48	\$ 420.48	\$ 420.48
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 5,000.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 3,793.00	\$ 2,879.00	\$ 3,064.00	\$ 3,064.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 675,349.00	\$ 616,923.89	\$ 676,829.63	\$ 683,705.17
1932	Medical Exams			\$ -	\$ 511.00	\$ 500.00	\$ 500.00
2121	Uniforms		30 June: Foresee depleting the current available funds by end of year. 1 July: Funds used to provide Hi-visibility level 3 reflective uniform pants, shirts and winter jackets via contract for 10 employees, plus allowance for 1 supervisor and 1 superintendent. 5% annual cost increase	\$ 8,000.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4134				
Division:	Street Maintenance - 4134				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2123	Protective Clothing		30 June: Foresee using additional \$700 to purchase replacement chain saw chaps and gloves for the crew. 1 July: Used to purchase required personnel protective items such as rubber boots, gloves, respirators, safety glasses/goggles, hard hats, hearing protection.	\$ 1,750.00	\$ 1,750.00	\$ 2,000.00	\$ 2,000.00
2124	Shoes-Steel Toe		To purchase required steel-toe boots. 12 personnel at \$150 each = \$1,800	\$ 1,725.00	\$ 1,910.00	\$ 1,800.00	\$ 1,800.00
2323	Training	Y	30 June: \$375 has been set aside for 3 employees to attend annual Chem Spill response class, \$400 for registration of 4 employees to attend Flagger certification training and \$600 for 4 employees to attend Basic Work Zone installer class. Budget trans request: 12/21/21 additional \$1,000 = \$3,200 spent on training year to date 2022. 1 July: Trenching competent person training: 4 @ \$175ea, Road safety fundamentals 6 @ \$150ea, Chemical Spill response/OHSA level II training 3 @ \$200ea, Work Zone traffic control supervisor training 1@ 450ea, Flagger re-cert safety training 4 @ \$150 ea Intermediate work zone safety training 4 @ 175ea. CDL Training class for 1 employee@ \$1800 These classes are job specific. It highlights statewide best practices in safety and the sustainment of municipal infrastructure. Road scholar Program NC LTAP.	\$ 3,800.00	\$ 1,825.00	\$ 5,750.00	\$ 3,040.00
2501A	Fleet Charges Internal Use Only!			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
2502A	Vehicle Fuel-Internal Charges			\$ 38,017.00	\$ 30,000.00	\$ 38,000.00	\$ 38,000.00
2591	Fuel For Equipment			\$ 500.00		\$ 500.00	\$ 500.00
2993	Operational Supplies		30 June: Funds will be used for daily infrastructure repair projects. 1 July: Funds to purchase materials and supplies necessary for street maintenance operations -- including but not limited to: backfill dirt, traffic cones, lumber, cement, ABC stone, traffic signs, chemcial tack for asphalt, brick, replenish, de-icing salt, seeding and land scape materials. Material costs have been gradually increasing this year. Additional cost will be to replenish salt this year - 50 tons @\$159 ton = \$8K (previous years had been \$60/load)	\$ 19,000.00	\$ 19,000.00	\$ 27,000.00	\$ 20,000.00

JUSTIFICATION SHEET	Fiscal Year FY23-24	Dept. Head-Rick Fletcher	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Public Works - 4134		
Division:	Street Maintenance - 4134		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2994	Tools		30 June: Funds will be used to purchase various concrete/asphalt tools and materials. 1 July: Funds used to purchase replacement construction asphalt / concrete specific tools, pipe saws, pole saws, drills, trowels, floats, asphalt rakes, shovels, pitch forks and a variety of battery operated construction hand tools.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
3121	Travel	Y	1 July: Use to cover the cost of lodging, rental car, and meals for attendance at the annual American Public Works Association "Streets Maintenance" Conference. (\$1,500)	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
3210	Telephone & Communication Svcs		30 June: funds to cover cost of 3 cell phones and two I Pads not yet recieved. 1 July: Cost covers 3 city cell phones: Supervisor, Senior Operator and Call Duty. Additionally, requesting 2 IPADs with data. The IPADs will be used by the concrete and asphalt crews to enter Cityworks info during field operations.	\$ 4,600.00	\$ 3,700.00	\$ 3,000.00	\$ 3,000.00
3250A	Postage-Internal Charges only!			\$ 10.00		\$ 10.00	\$ 10.00
3410	Printing		Business cards for Superintendent and Supervisor	\$ 100.00		\$ 100.00	\$ 100.00
3522	Machine/Equipment Maintenance		Funds to replace wearable items - e.g. snow plow skids, skid steer cutting blades (\$3,500), backhoe replacement cutting blades (\$2K), pothole patcher pan, front end loader replacement cutting blades, and mechanical repairs made to construction equipment. These wearable items are expensive. Replacement teeth for our Cat skidsteer went up from \$2,300 to \$4,000.	\$ 7,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
3593	Asphalt Repairs		30 June: Will continue to purchase hot/cold asphalt. 1 July: Used to cover the cost to purchase "hot" asphalt and cold mix in the repair of potholes, utility cuts, stormwater cave-ins, and making street patch repairs, causing hazardous driving conditions. Also to help off-set the rising cost of petroleum based materials.	\$ 26,000.00	\$ 25,000.00	\$ 26,000.00	\$ 24,000.00
3594	Concrete Repairs		30 June: Will continue to purchase concrete, expansion board, and forms to repair sidewalks, etc. 1 July: Covers the cost to replace/repair broken sidewalks, curb, and gutter; supporting city wide infrustructure maintenance. Price increase is due to the rising cost of concrete from a contractor.	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 24,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4134				
Division:	Street Maintenance - 4134				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3913	Landfill Charges		30 June: Cover costs of tipping fees at landfill. 1 July: Funds used to cover the cost of disposing of collected construction debris--concrete, asphalt, etc.	\$ 10,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
3950	Education Reimbursement			\$ 1,500.00		\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 7,158.00	\$ 5,212.00	\$ 6,074.00	\$ 6,074.00
4521	Auto Liability		Provided by Finance	\$ 4,207.00	\$ 4,316.00	\$ 5,047.00	\$ 5,047.00
4912	Fees & Dues	Y		\$ 800.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
4990	Equipment Expense		Funds to replace push behind plate tamp		\$ -	\$ 2,500.00	\$ 2,500.00
Total Operating Expenditures				\$ 190,667.00	\$ 170,224.00	\$ 204,281.00	\$ 190,571.00
5150	Excavator			\$ -		\$ -	\$ -
5304	Salt Spreader					\$ 25,000.00	\$ -
5420	Tandem Dump Truck			\$ 30,000.00	\$ 130,000.00	\$ 135,000.00	\$ -
5476	Crew Cab Pick-Up Tk W/Utility Body			\$ -	\$ 59,000.00	\$ 75,570.00	\$ -
5506	Utility Service Truck					\$ -	\$ -
5672	Utility Trailer			\$ 18,000.00	\$ 15,000.00	\$ -	\$ -
Total Capital Outlay				\$ 48,000.00	\$ 204,000.00	\$ 235,570.00	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Street Maintenance Budget				\$ 914,016.00	\$ 991,147.89	\$ 1,116,680.63	\$ 874,276.17

<div> <div> CAPITAL OUTLAY Fiscal Year FY23-24 Fund: 11-General Fund Dept. Head-Rick Fletcher Dept #: Public Works - 4134 Division: Street Maintenance - 4134 </div> </div>																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information						
						Maintenance Cost History				(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1																
2	5476	P-1227	2013 Chevy service body truck	\$ 29,444.00	96,343	\$12,500	\$ 5,457.00	\$ 5,877.00	\$ 12,462.00	N	2	F-350 Service Body truck	Funds will be used to replace a 2013 service body truck that was wrecked in 2013 and bought back from the insurance company, with a salvaged tital. This truck is having electric issues as well as emission problems. This truck is used daily to fill potholes and put out road safety devices for the asphalt crew. When this truck is down it impedes our ability to schedule maintenance of utility/street repairs.	\$ 75,570.00	\$ -	
3	5420	D-1179	2010 10 ton dumptruck/with Snow Plow	\$ 68,831.00	48,000	\$20,000	\$ 3,104.00	\$ 3,880.00	\$ 9,913.00	N	1	F-750 10 Ton dumptruck with snow plow. The snowplowalone is 18 K,	This is a 10 ton dump truck /with plow. Replacing this truck now will eliminate the need to ask for multiple trucks in the future. We currently have two tandem dump trucks that had beds replaced three years ago and one of these will be warranted in FY 24-25 Budget. By purchasing this truck this year, we would also have our outdated snowplow updated for snow and ice conditions.	\$ 135,000.00	\$ -	
4	5304	E-1018	2005 Salt Spreader	\$ 12,617.00		\$5,000	\$ -	\$ -	spent \$5000 since 2005	N	3	Salt Spreader	rusting out and giving us problems finding parts for the gas motor. A new spreader will be hydraulic operated VS Gas motor and made out of stanless steel.	\$ 25,000.00	\$ -	
5																
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ 110,892.00		\$ 37,500.00	\$ 8,561.00	\$ 9,757.00	\$ 22,375.00							

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 4134
Division: Street Maintenance - 4134
Account: 2323 Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Trenching competent person training 4 @ \$175.00	\$ 700.00		\$ 700.00	\$ 700.00
2	Road safety Fundamentals 6 @ \$150.00	\$ 600.00		\$ 900.00	\$ 900.00
3	Chemical Spill response OSHA Level II \$200 x 3 employees	\$ 600.00		\$ 600.00	\$ 600.00
4	Work Zone traffic control supervisor training 1 @ \$450.00	\$ 700.00		\$ 450.00	\$ 450.00
5	Flagger certification training 4 @ \$150 ea	\$ 600.00		\$ 600.00	\$ 600.00
6	intermediate work zone safety training 4 @ \$175	\$ 600.00		\$ 700.00	\$ 700.00
7	Concrete class 5@ \$175ea		\$ 875.00		
8	Chainsaw Safety class 2@ \$100		\$ 200.00		
9	Soil Fundamentals class 3@ \$150		\$ 450.00		
10	Basic work Zone installer 2@ \$150		\$ 300.00		
11	CDL Training class x 1 Employee Richard Uzzell			\$ 1,800.00	\$ 1,800.00
12	Unspecified Cut by DH				\$ (2,710.00)
	Total - 2323 Training	\$ 3,800.00	\$ 1,825.00	\$ 5,750.00	\$ 3,040.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head-Rick Fletcher		
Dept #:	Public Works - 4134					
Division:	Street Maintenance - 4134					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Used to cover the cost of lodging, rental car and meals for attendance at the annual American Public Works Association "Streets Maintenance" Conference for two staff - superinendent and supervisor.	\$ 1,500.00		\$ 1,500.00	\$ 1,500.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total - 3121 Travel		\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 4134
Division: Street Maintenance - 4134
Account: 4912 Fees & Dues

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Waste Water Collection annual renewal fee 3@ \$100 ea	\$ 200.00		\$ 300.00	\$ 300.00
2	Pesticides License renewal 2@ \$100	\$ 100.00		\$ 200.00	\$ 200.00
3	NC Industrial Commission				
4	APWA Annual Streets Conference fees 2 @\$250	\$ 500.00		\$ 500.00	\$ 500.00
5					
6	Wast water/pesticide renewal		\$ 500.00		
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 800.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00

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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Bobby Croom			
Dept #:		4135		Engineering		~ = Division by Zero			
Division:		4135		Streets Utilities		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3310	Electricity	\$ (19,647.97)		\$ -	\$ -	\$ -	*	\$ -	*
3311	Street Lights	\$ 498,795.04	\$ 470,000.00	\$ 470,000.00	\$ 495,000.00	\$ 470,000.00	0.00%	\$ 470,000.00	0.00%
3595	Railroad Signal Maintenance	\$ 16,732.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	0.00%	\$ 22,000.00	0.00%
3596	Bridge Inspections & Repairs	\$ 2,576.84	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 498,455.91	\$ 496,000.00	\$ 496,000.00	\$ 521,000.00	\$ 492,000.00	-0.81%	\$ 492,000.00	-0.81%
5993	Railroad Signals		\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
	Total Capital Outlay	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Engineering-Streets Utilities Budget	\$ 498,455.91	\$ 501,000.00	\$ 501,000.00	\$ 521,000.00	\$ 497,000.00	-0.80%	\$ 497,000.00	-0.80%

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head- Bobby Croom	Green Cell - Department Input
Dept #:	Engineering - 4135		
Division:	Streets Utilities - 4135		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3310	Electricity			\$ -			
3311	Street Lights		Existing system and additional street lights added FY 23-24	\$ 470,000.00	\$ 495,000.00	\$ 470,000.00	\$ 470,000.00
3595	Railroad Signal Maintenance		City's 50% maintenance cost for railroad crossing signals	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
3596	Bridge Inspections & Repairs		City cost to NCDOT to inspect city maintained bridges. Bridge Inspections every two years - next inspection 2024	\$ 4,000.00	\$ 4,000.00	\$ -	
Total Operating Expenditures				\$ 496,000.00	\$ 521,000.00	\$ 492,000.00	\$ 492,000.00
5993	Railroad Signals		City's's 10% share of railroad crossing installations	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
Total Capital Outlay				\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
				\$ -			\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Engineering-Streets Utilities Budget				\$ 501,000.00	\$ 521,000.00	\$ 497,000.00	\$ 497,000.00

CAPITAL OUTLAY				Fiscal Year FY23-24												
Fund:		11-General Fund		Dept. Head- Bobby Croom												
Dept #:		Engineering - 4135														
Division:		Streets Utilities - 4135														
		Current Asset Information								Replacement Asset Information						
								Maintenance Cost History								
										(N)ew or (U)sed ?						
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23		Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5993	NA	NA	NA	NA	NA				NA		Railroad Signals	City's 10% share of railroad crossing installations	\$5,000.00	\$ 5,000.00	
2																
3																
4																
5																
6																
7																
8																
9																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 5,000.00	\$ 5,000.00	

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Safe & Secure
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Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
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The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

EXPENDITURE SHEET	Fiscal Year FY23-24		
Fund:	11-General Fund	Dept. Head	Bobby Croom
Dept #:	4136 Engineering	~ = Division by Zero	
Division:	4136 Street Paving	* = Change < \$500	
Purple Cell-Finance Input			

Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3588	Street Resurfacing				\$ -	\$ 500,000.00	~	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	~	\$ -	*
5733	Paving Multi-Use Areas	\$ -	\$ -	\$ 367,500.00	\$ 316,217.00	\$ 904,500.00	~	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ 367,500.00	\$ 316,217.00	\$ 904,500.00	~	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Engineering-Street Paving Budget	\$ -	\$ -	\$ 367,500.00	\$ 316,217.00	\$ 1,404,500.00	~	\$ -	*

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund		Green Cell - Department Input	
Dept #:		Engineering - 4136			
Division:		Street Paving - 4136			
		Dept. Head- Bobby Croom			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
3588	Street Resurfacing		Paved streets in poor condition. Numerous phone calls are received from citizens concerning poor condition of existing pavement.			\$ 500,000.00	\$ -
	Total Operating Expenditures				\$ -	\$ 500,000.00	\$ -
5733	Paving Multi-Use Areas		Paving petition for Branch Street from Vann Street to southern end. Paving of dirt streets in poor condition: Slocumb Street from Simmons Street to Deadend and Atlantic Avenue from North Audubon Avenue to Deadend	\$	\$316,217.00	\$ 904,500.00	\$ -
	Total Capital Outlay				\$ 316,217.00	\$ 904,500.00	\$ -
							\$ -
	Total Debt Service				\$ -	\$ -	\$ -
	Total Engineering-Street Paving Budget				\$ 316,217.00	\$ 1,404,500.00	\$ -

CAPITAL OUTLAY				Fiscal Year FY23-24													
Fund:		11-General Fund			Dept. Head- Bobby Croom												
Dept #:		Engineering - 4136															
Division:		Street Paving - 4136															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/M odel	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
1	5733	NA	NA	NA	NA	NA				NA		Paving petition received on 6-30-14 for Branch Street from Vann Street to Southern End	Dirt street in poor condition	\$544,500.00	\$ -		
2	5733	NA	NA	NA	NA	NA				NA		Dirt street paving for North Slocumb Street from Simmons Street to Deadend (\$192,000) and Atlantic Avenue from North Audubon Avenue to Deadend (\$168,000)	Dirt street in poor condition	\$360,000.00	\$ -		
3																	
4																	
5																	
6																	
7																	
8																	
Total Capital Ou				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 904,500.00	\$ -		

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PW-SOLID WASTE

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions: Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Storm Water Maintenance, Solid Waste and Garage. Goals, objectives, and significant budget issues for the Solid Waste Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Acquiring experienced and qualified personnel to fill perpetually vacant positions.
- Continue to ensure all personnel are fully trained in equipment and routes to promote safety and efficiency.
- Continued implementation of Cityworks throughout division operations.
- Continue to facilitate staff training to ensure compliance with state and federal requirements in regulated areas.
- Extend useful life of equipment and vehicles through regular preventative maintenance.
- Maximize revenue generated from all business accounts.
- Continue to market and promote our residential and commercial dumpster service.
- Explore options to upgrade and relocate the City Transfer Station.

SIGNIFICANT BUDGET ISSUES:

- Costs associated with replacing aging Solid Waste fleet—29% over 20 years old, 46% over 15 years old and 66% over 10 years old.
- Uncertainty in the fluctuation in cost of fuel associated with running daily routes.

EXPENDITURE SHEET		Fiscal Year FY23-24			
Fund:	11-General Fund	Dept. Head	Rick Fletcher		
Dept #:	4143	Public Works			
Division:	4143	Solid Waste			
			~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input		

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,033,985.77	\$ 1,333,627.00	\$ 1,333,627.00	\$ 1,176,333.95	\$ 1,268,558.07	-4.88%	\$ 1,300,272.02	-2.50%
1220	Salaries & Wages Overtime	\$ 30,469.58	\$ 11,000.00	\$ 11,000.00	\$ 28,000.00	\$ 15,000.00	36.36%	\$ 15,000.00	36.36%
1221	Employee Awards				\$ 1,500.00	\$ 508.00	~	\$ 508.00	~
1224	Cell Phone Stipend	\$ 1,384.50	\$ 1,500.00	\$ 1,500.00	\$ 1,650.00	\$ 2,160.00	44.00%	\$ 2,160.00	44.00%
1260	Salaries & Wages Part-Time	\$ 74,485.27	\$ 55,000.00	\$ 55,000.00	\$ 50,000.00	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%
1272	Holiday Pay	\$ 28,585.36	\$ 36,500.00	\$ 36,500.00	\$ 37,000.00	\$ 37,000.00	1.37%	\$ 37,000.00	1.37%
1275	Salaries & Wages Bonus	\$ 11,528.05	\$ -	\$ 313.00	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ 200.00	\$ 571.50	~	\$ 571.50	~
1278	Wellness Earnings	\$ 7,316.36	\$ 8,600.00	\$ 8,600.00	\$ 8,600.00	\$ 10,500.00	22.09%	\$ 10,500.00	22.09%
1280	Vacation Pay Out	\$ 19,610.70	\$ 12,000.00	\$ 12,000.00	\$ 27,000.00	\$ 10,000.00	-16.67%	\$ 10,000.00	-16.67%
1810	Social Security	\$ 89,384.44	\$ 111,554.00	\$ 111,554.00	\$ 101,766.72	\$ 107,046.26	-4.04%	\$ 109,472.38	-1.87%
1821	NCLGERS-Retirement	\$ 128,929.19	\$ 174,421.00	\$ 174,421.00	\$ 171,739.66	\$ 180,649.32	3.57%	\$ 184,743.59	5.92%
1822	401-K Retirement	\$ 45,205.98	\$ 56,129.00	\$ 56,129.00	\$ 53,211.36	\$ 55,971.90	-0.28%	\$ 57,240.46	1.98%
1830	Hospital Insurance	\$ 189,803.08	\$ 251,498.00	\$ 251,498.00	\$ 250,512.00	\$ 250,512.00	-0.39%	\$ 235,776.00	-6.25%
1835	Group Term Life Insurance Coverage	\$ 1,118.03	\$ 1,336.00	\$ 1,336.00	\$ 1,191.36	\$ 1,191.36	-10.83%	\$ 1,191.36	-10.83%
1860	Worker's Comp Claims Cost	\$ 162,610.85	\$ 50,000.00	\$ 50,000.00	\$ 120,000.00	\$ 135,000.00	170.00%	\$ -	*
1861	Worker's Compensation Insurance	\$ 8,374.21	\$ 8,877.00	\$ 8,877.00	\$ 8,683.00	\$ 9,241.00	4.10%	\$ 9,241.00	4.10%
1899	Less: Reimbursed by Grants		\$ -	\$ (212,732.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 1,832,791.37	\$ 2,112,042.00	\$ 1,899,623.00	\$ 2,037,388.05	\$ 2,138,909.41	1.27%	\$ 2,028,676.31	-3.95%
1932	Medical Exams	\$ 947.00	\$ 500.00	\$ 850.00	\$ 1,100.00	\$ 1,000.00	100.00%	\$ 1,000.00	100.00%
2121	Uniforms	\$ 15,874.71	\$ 23,000.00	\$ 23,000.00	\$ 20,000.00	\$ 23,000.00	0.00%	\$ 23,000.00	0.00%
2123	Protective Clothing	\$ 4,468.78	\$ 3,600.00	\$ 5,600.00	\$ 5,600.00	\$ 4,000.00	11.11%	\$ 4,000.00	11.11%
2124	Shoes-Steel Toe	\$ 4,528.36	\$ 5,400.00	\$ 5,400.00	\$ 5,000.00	\$ 5,400.00	0.00%	\$ 5,400.00	0.00%
2323	Training	\$ 1,132.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 5,600.00	366.67%	\$ 5,600.00	366.67%
2501A	Fleet Charges Internal Use Only!	\$ 321,638.46	\$ 280,000.00	\$ 280,000.00	\$ 280,000.00	\$ 280,000.00	0.00%	\$ 280,000.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 147,617.33	\$ 416,372.00	\$ 416,372.00	\$ 230,000.00	\$ 300,000.00	-27.95%	\$ 290,063.00	-30.34%
2993	Operational Supplies	\$ 18,093.85	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	0.00%	\$ 11,000.00	0.00%
2994	Tools	\$ 1,153.75	\$ 1,600.00	\$ 1,600.00	\$ 2,000.00	\$ 2,500.00	56.25%	\$ 2,500.00	56.25%
3121	Travel	\$ 24.31	\$ 1,100.00	\$ 100.00	\$ 150.00	\$ 1,500.00	36.36%	\$ 1,500.00	36.36%
3210	Telephone & Communication Svcs	\$ 9,193.55	\$ 8,800.00	\$ 8,800.00	\$ 8,000.00	\$ 8,220.00	-6.59%	\$ 8,220.00	-6.59%
3250A	Postage-Internal Charges only!	\$ 226.30	\$ 50.00	\$ 50.00	\$ 50.00	\$ 52.00	*	\$ 52.00	*
3310	Electricity	\$ 4,848.66	\$ 4,200.00	\$ 4,200.00	\$ 4,500.00	\$ 4,500.00	7.14%	\$ 4,500.00	7.14%
3410	Printing	\$ 773.36	\$ 1,500.00	\$ 1,500.00	\$ 1,075.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3522	Machine/Equipment Maintenance	\$ 49,102.88	\$ 60,000.00	\$ 57,000.00	\$ 57,000.00	\$ 5,000.00	-91.67%	\$ 5,000.00	-91.67%
3604	Trash Container Purchases	\$ 36,089.15	\$ 35,000.00	\$ 32,870.00	\$ 32,870.00	\$ 40,000.00	14.29%	\$ 40,000.00	14.29%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Rick Fletcher			
Dept #:		4143		Public Works		~ = Division by Zero			
Division:		4143		Solid Waste		* = Change < \$500			
						Purple Cell-Finance Input			
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3607	Dumpsters	\$ 16,050.00	\$ 45,000.00	\$ 45,000.00	\$ 43,320.00	\$ 60,000.00	33.33%	\$ 55,824.00	24.05%
3913	Landfill Charges	\$ 391,874.86	\$ 438,000.00	\$ 435,500.00	\$ 435,500.00	\$ 440,000.00	0.46%	\$ 440,000.00	0.46%
3914	Contract Services	\$ 2,750.00	\$ 3,500.00	\$ 371.00	\$ 371.00	\$ -	*	\$ -	*
3916	Recycling Fees	\$ 6,684.94	\$ 40,500.00	\$ 37,650.00	\$ 50,000.00	\$ 120,000.00	196.30%	\$ 110,000.00	171.60%
3950	Education Reimbursement	\$ 2,497.42	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
4511	Multi-Peril Insurance	\$ 11,385.22	\$ 12,067.00	\$ 12,067.00	\$ 20,000.00	\$ 12,067.00	0.00%	\$ 12,067.00	0.00%
4521	Auto Liability	\$ 43,729.33	\$ 45,250.00	\$ 45,250.00	\$ 50,000.00	\$ 45,250.00	0.00%	\$ 45,250.00	0.00%
4531	Security Bonds	\$ 76.00		\$ -	\$ 19,331.00	\$ 22,530.00	~	\$ 22,530.00	~
4543	Insurance Deductible Claims		\$ -	\$ 350.00	\$ 46,423.00	\$ 54,289.00	~	\$ 54,289.00	~
4912	Fees & Dues	\$ 1,580.80	\$ 1,880.00	\$ 1,880.00	\$ 1,800.00	\$ 2,300.00	22.34%	\$ 2,300.00	22.34%
	Total Operating Expenditures	\$ 1,092,341.02	\$ 1,442,019.00	\$ 1,430,110.00	\$ 1,328,790.00	\$ 1,452,208.00	0.71%	\$ 1,428,095.00	-0.97%
5307	Transfer Station Refurbishing				\$ -	\$ 140,000.00	~	\$ -	*
5402	Garbage Packer	\$ 196,524.58	\$ 200,000.00	\$ 422,987.00	\$ 422,000.00	\$ 300,000.00	50.00%	\$ 300,000.00	50.00%
5407	Trash Truck		\$ 350,000.00	\$ 327,588.00	\$ 328,000.00	\$ 425,000.00	21.43%	\$ -	*
5440	Leaf Vacuum Loader		\$ 170,000.00	\$ 172,990.00	\$ 170,000.00	\$ 300,000.00	76.47%	\$ 300,000.00	76.47%
5446	Refuse Transfer Trailer	\$ 255,824.25	\$ -	\$ 6,018.00	\$ 6,018.00	\$ -	*	\$ -	*
5457	1/2 Ton Pick-Up w/Lift Gate	\$ 91,808.50		\$ -	\$ -	\$ 57,000.00	~	\$ -	*
5494	Front End Loader				\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 544,157.33	\$ 720,000.00	\$ 929,583.00	\$ 926,018.00	\$ 1,222,000.00	69.72%	\$ 600,000.00	-16.67%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Solid Waste Budget	\$ 3,469,289.72	\$ 4,274,061.00	\$ 4,259,316.00	\$ 4,292,196.05	\$ 4,813,117.41	12.61%	\$ 4,056,771.31	-5.08%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Rick Fletcher					Green Cell - Department Input
Dept #:	Public Works - 4143						
Division:	Solid Waste - 4143						

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		34 FTE's; Admin moved to 1111		\$ 1,333,627.00	\$ 1,176,333.95	\$ 1,268,558.07	\$ 1,300,272.02
1220 Salaries & Wages Overtime		Funds for any off schedule occurrences		\$ 11,000.00	\$ 28,000.00	\$ 15,000.00	\$ 15,000.00
1221 Employee Awards		Funds to cover retirement gifts and service awards for 3 employees: L Smallwood \$50, D. Cogdell \$150, J. Robinson \$200 = \$400 + 27% benefits = \$508			\$ 1,500.00	\$ 508.00	\$ 508.00
1224 Cell Phone Stipend		3 FTE's @ \$60/mth - Jimmie Batts, Demetrius Cogdell, Superintendent		\$ 1,500.00	\$ 1,650.00	\$ 2,160.00	\$ 2,160.00
1260 Salaries & Wages Part-Time		Funds for six (6) temps for leaf season and support with vacancies		\$ 55,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
1272 Holiday Pay		Funds for Solid Waste holiday schedule changes to include Juneteenth		\$ 36,500.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00
1275 Salaries & Wages Bonus				\$ -			
1277 Clothing Allowance		Jun 30: 1 FTE allowance - Admin (\$200) Jul 1: 2 FTE's allowance - Admin (\$200)/Superintendent (\$250) plus 27%			\$ 200.00	\$ 571.50	\$ 571.50
1278 Wellness Earnings		\$300 per participating employee per year		\$ 8,600.00	\$ 8,600.00	\$ 10,500.00	\$ 10,500.00
1280 Vacation Pay Out		Numerous resignations/retirements		\$ 12,000.00	\$ 27,000.00	\$ 10,000.00	\$ 10,000.00
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%		\$ 111,554.00	\$ 101,766.72	\$ 107,046.26	\$ 109,472.38
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 174,421.00	\$ 171,739.66	\$ 180,649.32	\$ 184,743.59
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 56,129.00	\$ 53,211.36	\$ 55,971.90	\$ 57,240.46
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 251,498.00	\$ 250,512.00	\$ 250,512.00	\$ 235,776.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 1,336.00	\$ 1,191.36	\$ 1,191.36	\$ 1,191.36
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 50,000.00	\$ 120,000.00	\$ 135,000.00	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 8,877.00	\$ 8,683.00	\$ 9,241.00	\$ 9,241.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ -			
Total Salaries & Benefits				\$ 2,112,042.00	\$ 2,037,388.05	\$ 2,138,909.41	\$ 2,028,676.31
1932 Medical Exams		Funds to cover drug screens/random drug screens		\$ 500.00	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00
2121 Uniforms		Jun 30: Contract service-end stage of previous contract and uniform allowance Jul 1: 33 FTE's with uniform contract service-new (estimated)contract pricing @ \$676/yr = \$22,308		\$ 23,000.00	\$ 20,000.00	\$ 23,000.00	\$ 23,000.00
2123 Protective Clothing		Funds to purchase PPE for employees: eyewear, ear plugs, gloves, etc.		\$ 3,600.00	\$ 5,600.00	\$ 4,000.00	\$ 4,000.00
2124 Shoes-Steel Toe		33 FTE's @ \$150 and 6 temps @ \$75		\$ 5,400.00	\$ 5,000.00	\$ 5,400.00	\$ 5,400.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4143				
Division:	Solid Waste - 4143				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2323	Training	Y	Funds to provide training for employees i.e. transfer station certification, admin trainings and CDL training - 2 FTE's @ \$1800/ea.	\$ 1,200.00	\$ 1,200.00	\$ 5,600.00	\$ 5,600.00
2501A	Fleet Charges Internal Use Only!			\$ 280,000.00	\$ 280,000.00	\$ 280,000.00	\$ 280,000.00
2502A	Vehicle Fuel-Internal Charges			\$ 416,372.00	\$ 230,000.00	\$ 300,000.00	\$ 290,063.00
2993	Operational Supplies		Funds to purchase degreaser @ \$300/mth = \$3600, daily cleaners @ \$50/mth = \$600/2 barrels of sanitizer for refuse equipment @ \$1100 = \$2200, 2 pallets oil dry @ \$500/ea = \$1000, etc. Funds to cover CDL reimbursement, purchasing chains and padlocks for dumpsters, replacement keys for equipment and John Street dumpster corral, replacement mailboxes, etc.	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
2994	Tools		Funds to purchase rakes, shovels, pitch forks, spades, etc. for refuse, recycle and leaf/limb crews. Increase due to current price of hand tools has doubled. Previous years shovel/pitchforks approx \$18/ea now approx \$35/ea.	\$ 1,600.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
3121	Travel		Jun 30: due to limited staffing, very few trainings attended. Jul 1: Funds to attend training for employees i.e. transfer station certification, SWANA conference, APWA conference, etc.	\$ 1,100.00	\$ 150.00	\$ 1,500.00	\$ 1,500.00
3210	Telephone & Communication Svcs		Funds for data service currently (7) Ipads @ \$40/ea and (7) iPhones for trucks and (2) supervisor phones @ \$45/ea.	\$ 8,800.00	\$ 8,000.00	\$ 8,220.00	\$ 8,220.00
3250A	Postage-Internal Charges only!			\$ 50.00	\$ 50.00	\$ 52.00	\$ 52.00
3310	Electricity		electricity @ Transfer Station	\$ 4,200.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
3410	Printing		annual calendars, and door hangers for re-education of residents	\$ 1,500.00	\$ 1,075.00	\$ 1,500.00	\$ 1,500.00
3522	Machine/Equipment Maintenance		Funds to maintain large leaf vacuums and other equipment. Purchase pallet of air filters for leaf machines @ \$1100.	\$ 60,000.00	\$ 57,000.00	\$ 5,000.00	\$ 5,000.00
3604	Trash Container Purchases		Funds to purchase 95 gallon rollout containers - upgrade to larger containers and/or replace broken containers. Increased cost from \$45/container to \$65/container	\$ 35,000.00	\$ 32,870.00	\$ 40,000.00	\$ 40,000.00
3607	Dumpsters		Funds to replace dumpsters that are beyond repair and/or serviceable lifespan - several on SJAFB need to be replaced as well. Increase due to current rate per dumpster: cost went from \$800 to \$1200/ea	\$ 45,000.00	\$ 43,320.00	\$ 60,000.00	\$ 55,824.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Public Works - 4143					
Division:		Solid Waste - 4143					
				Dept. Head-Rick Fletcher			
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3913	Landfill Charges		Funds to cover tipping fees for refuse collection of residential, commercial and SJAFB. Tonnage and costs are increasing as new commercial and residential customers are gained.	\$ 438,000.00	\$ 435,500.00	\$ 440,000.00	\$ 440,000.00
3914	Contract Services		**Formerly Wooten Garbage - went out-of-business effective 6/2022**	\$ 3,500.00	\$ 371.00	\$ -	\$ -
3916	Recycling Fees		Funds to cover Material Recycling Facility (MRF) charges to take our collected recycled goods. Costs have fluctuated between \$90 and \$115 per ton. The City collects between 1,200 and 1,500 tons on average annually. (Currently collecting \$1 surcharge per resident to cover recycling MRF fees that total approx \$144,000/yr)	\$ 40,500.00	\$ 50,000.00	\$ 120,000.00	\$ 110,000.00
3950	Education Reimbursement		1 FTE-Tara Johnson	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4511	Multi-Peril Insurance			\$ 12,067.00	\$ 20,000.00	\$ 12,067.00	\$ 12,067.00
4521	Auto Liability			\$ 45,250.00	\$ 50,000.00	\$ 45,250.00	\$ 45,250.00
4531	Security Bonds		Provided by Finance	\$ -	\$ 19,331.00	\$ 22,530.00	\$ 22,530.00
4543	Insurance Deductible Claims		Provided by Finance	\$ -	\$ 46,423.00	\$ 54,289.00	\$ 54,289.00
4912	Fees & Dues		Transfer station permit fee \$1500, NC Industrial commission fee \$300, APWA Conference \$250, SWANA Conference \$250	\$ 1,880.00	\$ 1,800.00	\$ 2,300.00	\$ 2,300.00
Total Operating Expenditures				\$ 1,442,019.00	\$ 1,328,790.00	\$ 1,452,208.00	\$ 1,428,095.00
5307	Transfer Station Refurbishing					\$ 140,000.00	\$ -
5402	Garbage Packer			\$ 200,000.00	\$ 422,000.00	\$ 300,000.00	\$ 300,000.00
5407	Trash Truck			\$ 350,000.00	\$ 328,000.00	\$ 425,000.00	\$ -
5440	Leaf Vacuum Loader			\$ 170,000.00	\$ 170,000.00	\$ 300,000.00	\$ 300,000.00
5446	Refuse Transfer Trailer		Jun 30: Funds to cover tag/title/license fees for all 3 trailers	\$ -	\$ 6,018.00	\$ -	\$ -
5457	1/2 Ton Pick-Up w/Lift Gate			\$ -	\$ -	\$ 57,000.00	\$ -
5494	Front End Loader				\$ -	\$ -	\$ -
Total Capital Outlay				\$ 720,000.00	\$ 926,018.00	\$ 1,222,000.00	\$ 600,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Solid Waste Budget				\$ 4,274,061.00	\$ 4,292,196.05	\$ 4,813,117.41	\$ 4,056,771.31

CAPITAL OUTLAY			Fiscal Year FY23-24														
Fund:		11-General Fund		Dept. Head-Rick Fletcher													
Dept #:		Public Works - 4143															
Division:		Solid Waste - 4143															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
1	5440	T830	1999 Int. Leaf Vacuum Truck		195,000	\$ 10,000.00	\$ 1,853.00	\$ 2,122.00	\$ 1,756.68	N	1	2024 Fully Automated Leaf Truck	Current truck is 24 years old and maintenance costs to date is over \$50k. It is used daily on scheduled routes. Four out of five trucks broke down three weeks into leaf season this past year.	\$ 300,000.00	\$ 300,000.00		
2	5402	G686	1997 Rear Loader Garbage Truck		80,000+	\$ 7,600.00	\$ -	\$ -	\$ -	N	2	2024 Rear Loader Garbage Truck	Funds to replace rear loader that was deadlined due obsolete parts. Vehicle was sold last year ago, to date was not replaced.	\$ 300,000.00	\$ 300,000.00		
3	5407	W1268	2014 Autocar 1-Arm Garbage Truck		61,983	\$ 12,500.00	\$ 27,400.63	\$ 21,088.75	\$ 18,944.57	N	3	2024 Fully Automated 1-Arm Trash Truck	Current 1-Arm trucks are 9 years old and starting to have maintenance issues. Industry standard for the useful life is 8 -10 years. Purchasing this truck will start the process of updating our 1-Arm fleet over the next 4-5 years. If we proceed as planned, the last truck replaced will be 13-14 years old.	\$ 425,000.00	\$ -		
4	5457	P715	1997 Pickup w/Liftgate		172,987	\$ 3,000.00	\$ 1,635.17	\$ 1,486.07	\$ 1,864.49	N	4	2024 Pickup w/Lifgate	Funds to replace pickup truck used daily for delivery and removal of residential containers.	\$ 57,000.00	\$ -		
5	5307		Transfer Station Refurbishment				\$ -	\$ -	\$ -		5	Refurbish current equipment	Funds for much needed repairs to both compactors @ transfer station - Hopper 1: must replace hydraulic cylinder due to continuous leak @ \$65k. Hopper 2: complete hydraulic/electrical overhaul @ \$75k - never has been serviced to date. Hopper 1 is 30+ years old and Hopper 2 is 25+ years old and both hoppers are used daily for refuse and recycle operation.	\$ 140,000.00	\$ -		
6																	
7																	
Total Capital Outlay Request				\$ -		\$ 33,100.00	\$ 30,888.80	\$ 24,696.82	\$ 22,565.74						\$ 1,222,000.00	\$ 600,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 4143
Division: Solid Waste - 4143
Account: 2323 Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NC-SWANA Transfer Station Cert (4 FTE's @ \$175/ea)	\$ 700.00	\$ 600.00	\$ 700.00	\$ 700.00
2	Chemical Spill Response Training (2 FTE's @ \$125/ea)	\$ 450.00	\$ 250.00	\$ 250.00	\$ 250.00
3	National Seminars Training for Administrative Assistants	\$ 450.00	\$ 350.00	\$ 350.00	\$ 350.00
4	Renewal-SWANA Collection Operations Certification (1 FTE @ \$700)	\$ 250.00		\$ 700.00	\$ 700.00
5	CDL Training - 2 FTE's @ \$1800/ea	\$ 350.00		\$ 3,600.00	\$ 3,600.00
6					
7	FY23 Reduced CM	\$ (1,000.00)			
8					
9					
10					
	Total - 2323 Training	\$ 1,200.00	\$ 1,200.00	\$ 5,600.00	\$ 5,600.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 4143
Division: Solid Waste - 4143
Account: 3121 Travel

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Funds to attend training for employees i.e. transfer station certification, admin trainings, SWANA conference, APWA, etc.	\$ 2,100.00	\$ 150.00	\$ 1,500.00	\$ 1,500.00
2					
3	FY23 Reduced by CM	\$ (1,000.00)			
4					
5					
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ 1,100.00	\$ 150.00	\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 4143
Division: Solid Waste - 4143
Account: 3914 Contract Services

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Wooten Garbage - Ridgewood Drive residences**	\$ 3,500.00	\$ 371.00	\$ -	\$ -
2	**Wooten Garbage went out-of-business**				
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 3,500.00	\$ 371.00	\$ -	\$ -

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Public Works - 4143
Division: Solid Waste - 4143
Account: 4912 Fees & Dues

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Transfer Station Annual Permit Fee	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2	NC Industrial Commission	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
3	Water Pollution Control	\$ 50.00			
4	Waste Water	\$ 30.00			
5	SWANA Conference (2 FTE's @ \$125/ea)			\$ 250.00	\$ 250.00
6	APWA-Solid Waste Conference (2 FTE's @ \$125/ea)			\$ 250.00	\$ 250.00
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 1,880.00	\$ 1,800.00	\$ 2,300.00	\$ 2,300.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: ENGINEERING

DEPARTMENT OVERVIEW:

The Engineering Department provides engineering and surveying services necessary for the design and construction of streets, sidewalks, storm drainage lines, water lines and sanitary sewer lines within public rights of way and new subdivisions to assure compliance with City standards. Engineering services include project design and surveying, preparation of plans, specifications and contract documents, and provision of construction phase contract administration. We administer the City's Flood Damage Prevention Ordinance and maintain files of elevation certificates and administer the mandatory state and federal stormwater rules for all new and existing development. Engineering also receives petitions for street and utility improvements, prepares assessment rolls, and maintains assessment files. We provide assistance for new connections to City utilities and maintain records for utility tap connections. The Engineering Department also oversees the Goldsboro Traffic Signal System and the Signs and Markings Shop. The traffic signal system is comprised of over 42 miles of fiber optic cable that currently connects 127 NCDOT and City of Goldsboro signals. Staff is responsible for day-to-day operations, maintenance, timing of our area's traffic signals and installation of traffic signs/markings.

GOALS/MAJOR OBJECTIVES:

- **Customer services and engineering services provided to citizens**
- **Water and sewer infrastructure**
- **Pavement condition survey**
- **Street resurfacing and storm drainage improvements**
- **Construction Surveying and Project Design**
- **Managing private development**
- **Traffic Signals and Signs/Markings**

SIGNIFICANT BUDGET ISSUES:

- **Funding for infrastructure improvements**
- **Capital improvement projects**
- **Staffing levels**

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	11-General Fund	Dept. Head	Bobby Croom
Dept #:	4172 Engineering	~ = Division by Zero	
Division:	4172 ~	* = Change < \$500	
Purple Cell-Finance Input			

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 606,471.94	\$ 784,081.00	\$ 784,081.00	\$ 777,355.19	\$ 869,086.76	10.84%	\$ 845,124.60	7.79%
1220	Salaries & Wages Overtime	\$ 3,406.97	\$ 5,000.00	\$ 5,000.00	\$ 4,450.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
1221	Employee Awards				\$ -	\$ 750.00	~	\$ 750.00	~
1224	Cell Phone Stipend	\$ 2,298.27	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00	\$ 3,600.00	25.00%	\$ 3,600.00	25.00%
1274	Call Duty Pay	\$ 6,250.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,000.26		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,827.30	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,600.00	-28.00%	\$ 3,600.00	-28.00%
1280	Vacation Pay Out	\$ 299.45		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 46,053.59	\$ 61,465.00	\$ 61,465.00	\$ 60,908.17	\$ 67,973.06	10.59%	\$ 66,139.96	7.61%
1821	NCLGERS-Retirement	\$ 71,113.84	\$ 99,870.00	\$ 99,870.00	\$ 102,787.51	\$ 114,710.10	14.86%	\$ 111,616.58	11.76%
1822	401-K Retirement	\$ 24,930.28	\$ 32,138.00	\$ 32,138.00	\$ 31,847.41	\$ 35,541.47	10.59%	\$ 34,582.98	7.61%
1830	Hospital Insurance	\$ 68,683.95	\$ 88,764.00	\$ 88,764.00	\$ 88,416.00	\$ 103,152.00	16.21%	\$ 88,416.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 295.24	\$ 458.00	\$ 458.00	\$ 420.48	\$ 490.56	*	\$ 490.56	*
1860	Worker's Comp Claims Cost		\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 4,187.64	\$ 4,439.00	\$ 4,439.00	\$ 4,903.00	\$ 5,218.00	17.55%	\$ 5,218.00	17.55%
1899	Less: Reimbursed by Grants		\$ -	\$ (136,654.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 840,818.73	\$ 1,092,595.00	\$ 955,941.00	\$ 1,085,467.75	\$ 1,215,621.95	11.26%	\$ 1,171,038.68	7.18%
1932	Medical Exams	\$ 405.00	\$ 160.00	\$ 160.00	\$ 102.00	\$ 160.00	*	\$ 160.00	*
1991	Consultant Fees		\$ 51,400.00	\$ 51,400.00	\$ 15,000.00	\$ 55,000.00	7.00%	\$ 33,520.00	-34.79%
2121	Uniforms	\$ 172.98	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	0.00%	\$ 700.00	0.00%
2123	Protective Clothing	\$ 222.95	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	*	\$ 350.00	*
2124	Shoes-Steel Toe	\$ 756.21	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00	0.00%	\$ 1,350.00	0.00%
2203	Employee Appreciation	\$ 167.26	\$ 204.00	\$ 204.00	\$ 156.00	\$ 260.00	*	\$ 260.00	*
2323	Training	\$ 1,542.00	\$ 4,500.00	\$ 4,500.00	\$ 4,130.00	\$ 11,900.00	164.44%	\$ 6,400.00	42.22%
2391	First Aid	\$ 35.49	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*
2501A	Fleet Charges Internal Use Only!	\$ 6,080.19	\$ 6,000.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00	8.33%	\$ 6,500.00	8.33%
2502A	Vehicle Fuel-Internal Charges	\$ 8,517.63	\$ 25,344.00	\$ 25,344.00	\$ 20,000.00	\$ 25,000.00	-1.36%	\$ 25,000.00	-1.36%
2601	Office Supplies		\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*
2993	Operational Supplies	\$ 3,487.21	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2994	Tools	\$ 349.15	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	*	\$ 375.00	*
3121	Travel	\$ 1,505.54	\$ 4,400.00	\$ 4,400.00	\$ 6,552.00	\$ 10,400.00	136.36%	\$ 7,400.00	68.18%
3210	Telephone & Communication Svcs	\$ 3,525.85	\$ 5,065.00	\$ 5,065.00	\$ 3,100.00	\$ 3,900.60	-22.99%	\$ 3,900.60	-22.99%
3250A	Postage-Internal Charges only!	\$ 180.97	\$ 300.00	\$ 300.00	\$ 300.00	\$ 373.00	*	\$ 373.00	*
3310	Electricity	\$ (181.07)		\$ -	\$ -	\$ -	*	\$ -	*
3312	Traffic Signal Electricity	\$ 9,395.57	\$ 9,500.00	\$ 9,500.00	\$ 8,162.00	\$ 9,500.00	0.00%	\$ 9,500.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Bobby Croom			
Dept #:		4172 Engineering		~ = Division by Zero					
Division:		4172 ~		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3410	Printing		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
3421	Copy Machine Cost	\$ 3,671.46	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00	0.00%	\$ 4,300.00	0.00%
3422	Outside Copy Machine Cost		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
3509	Signs & Markings Maint. Materials	\$ 16,271.68	\$ 25,000.00	\$ 28,888.57	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
3510	Repairs (Insurance Claims)	\$ 5,862.75		\$ -	\$ -	\$ -	*	\$ -	*
3521	Office Machine Maintenance	\$ 16.48	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
3522	Machine/Equipment Maintenance	\$ 325.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	0.00%	\$ 650.00	0.00%
3592	Maintenance Materials	\$ 22,358.57	\$ 50,000.00	\$ 61,743.45	\$ 50,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
3700	Advertising	\$ 3,393.00		\$ -	\$ -	\$ -	*	\$ -	*
4221	Software License Fees	\$ 22,833.00	\$ 24,100.00	\$ 24,100.00	\$ 24,100.00	\$ 27,800.00	15.35%	\$ 27,800.00	15.35%
4511	Multi-Peril Insurance	\$ 2,347.00	\$ 2,488.00	\$ 2,488.00	\$ 3,386.00	\$ 3,946.00	58.60%	\$ 3,946.00	58.60%
4521	Auto Liability	\$ 1,945.30	\$ 2,013.00	\$ 2,013.00	\$ 2,392.00	\$ 2,797.00	38.95%	\$ 2,797.00	38.95%
4911	Subscriptions	\$ 3,205.02	\$ 3,500.00	\$ 3,500.00	\$ 2,567.00	\$ 3,144.00	-10.17%	\$ 3,144.00	-10.17%
4912	Fees & Dues	\$ 1,765.00	\$ 3,540.00	\$ 3,810.00	\$ 4,036.00	\$ 2,385.00	-32.63%	\$ 2,385.00	-32.63%
4990	Equipment Expense	\$ 670.77	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00	300.00%	\$ 4,000.00	300.00%
9561	Office Supplies	\$ 427.86	\$ 300.00	\$ 300.00	\$ 300.00	\$ 350.00	*	\$ 350.00	*
	Total Operating Expenditures	\$ 121,255.82	\$ 231,539.00	\$ 247,441.02	\$ 189,508.00	\$ 255,140.60	10.19%	\$ 225,160.60	-2.75%
5702	City Hall Construction				\$ -	\$ 5,000.00	~	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	~	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Engineering-~ Budget	\$ 962,074.55	\$ 1,324,134.00	\$ 1,203,382.02	\$ 1,274,975.75	\$ 1,475,762.55	11.45%	\$ 1,396,199.28	5.44%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head- Bobby Croom		Green Cell - Department Input	
Dept #:	Engineering - 4172				
Division:	~ - 4172				

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		13 FTE's (1 new FTE - Admin III)		\$ 784,081.00	\$ 777,355.19	\$ 869,086.76	\$ 845,124.60
1220 Salaries & Wages Overtime		Estimate of overtime for 2 Traffic Signal Employees		\$ 5,000.00	\$ 4,450.00	\$ 5,000.00	\$ 5,000.00
1221 Employee Awards		Service Awards: Ronnie Coley 20 yrs. @ \$200.00; Troy Connor 25 yrs. @ \$250.00; and Jestine McLamb 45 yrs. @ \$300.00			\$ -	\$ 750.00	\$ 750.00
1224 Cell Phone Stipend		Bobby Croom @ 252-822-1482; Sajid Hassan @ 919-900-0946; Chris Avery @ 202-436-6430; Troy Connor @ 919-902-4134; and Donnie Kimbrell @ 919-222-3326 (\$60.00 each per month)		\$ 2,880.00	\$ 2,880.00	\$ 3,600.00	\$ 3,600.00
1274 Call Duty Pay		Traffic Signal Call Duty Personnel (\$125.00 x 52 weeks)		\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275 Salaries & Wages Bonus				\$ -			\$ -
1278 Wellness Earnings		\$300 per participating employee per year		\$ 5,000.00	\$ 5,000.00	\$ 3,600.00	\$ 3,600.00
1280 Vacation Pay Out				\$ -			\$ -
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%		\$ 61,465.00	\$ 60,908.17	\$ 67,973.06	\$ 66,139.96
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 99,870.00	\$ 102,787.51	\$ 114,710.10	\$ 111,616.58
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 32,138.00	\$ 31,847.41	\$ 35,541.47	\$ 34,582.98
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 88,764.00	\$ 88,416.00	\$ 103,152.00	\$ 88,416.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 458.00	\$ 420.48	\$ 490.56	\$ 490.56
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 2,000.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 4,439.00	\$ 4,903.00	\$ 5,218.00	\$ 5,218.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ -			
Total Salaries & Benefits				\$ 1,092,595.00	\$ 1,085,467.75	\$ 1,215,621.95	\$ 1,171,038.68
1932 Medical Exams		Medical Exams for Proposed Engineering Positions		\$ 160.00	\$ 102.00	\$ 160.00	\$ 160.00
1991 Consultant Fees	Y	Anticipated fees for on-call engineering services and grant acceptance fees, GIS 10-year plan/projects, and server/database management		\$ 51,400.00	\$ 15,000.00	\$ 55,000.00	\$ 33,520.00
2121 Uniforms		Engineering/Traffic Signal Staff Uniforms		\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
2123 Protective Clothing		Boots, vests, hard hats, etc.		\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
2124 Shoes-Steel Toe		Safety shoes for employees working outside and/or near construction sites @ \$150.00 each for nine employees		\$ 1,350.00	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00
2203 Employee Appreciation		Thirteen employees @ \$20.00 each		\$ 204.00	\$ 156.00	\$ 260.00	\$ 260.00
2323 Training	Y	Professional Development, Conferences/Certifications		\$ 4,500.00	\$ 4,130.00	\$ 11,900.00	\$ 6,400.00
2391 First Aid		First aid supply kit		\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
2501A Fleet Charges Internal Use Only!		Three Engineering trucks, One Engineering car, and Two Traffic Signal Bucket Trucks		\$ 6,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head- Bobby Croom	Green Cell - Department Input	
Dept #:	Engineering - 4172			
Division:	~ - 4172			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2502A	Vehicle Fuel-Internal Charges		Fuel for 4 vehicles and 2 Traffic Signal Trucks	\$ 25,344.00	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
2601	Office Supplies		Office Supplies	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
2993	Operational Supplies		Drafting supplies and surveying field supplies, and misc. engineering supplies	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2994	Tools		Bush axes, shovels, picks, handles, traffic cones, etc.	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00
3121	Travel	Y	Meetings, seminars, conferences, schools, etc. Conferences and schools are held at various locations and are scheduled throughout the year and exact locations and registration fees are not known at this time	\$ 4,400.00	\$ 6,552.00	\$ 10,400.00	\$ 7,400.00
3210	Telephone & Communication Svcs		Cell phones: 1 Traffic Signal Employee, Surveyor, and Survey Technician @ \$45.00 each x 3 x 12 months = \$1,620.00. Ipads: Traffic Signal Tech II, Project Manager, Construction Inspector, Surveyor, and Survey Technician @ \$38.01 each x 5 x 12 months = \$2,280.60	\$ 5,065.00	\$ 3,100.00	\$ 3,900.60	\$ 3,900.60
3250A	Postage-Internal Charges only!		Engineering correspondence, contracts, & certified mail	\$ 300.00	\$ 300.00	\$ 373.00	\$ 373.00
3310	Electricity			\$ -			
3312	Traffic Signal Electricity		Electricity for Traffic Signals	\$ 9,500.00	\$ 8,162.00	\$ 9,500.00	\$ 9,500.00
3410	Printing		Contract documents, forms, brochures, etc.	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		Rental/maintenance costs for Konica Minolta 368 for Engineering Department & Traffic Signal Shop	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00
3422	Outside Copy Machine Cost		Deeds, plats, etc. Copies at Wayne County Courthouse	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
3509	Signs & Markings Maint. Materials		Maintenance materials for signs and markings	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
3510	Repairs (Insurance Claims)			\$ -			
3521	Office Machine Maintenance		Maintenance for office machines	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3522	Machine/Equipment Maintenance		Annual testing for Bucket Truck Calibration/Certification	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
3592	Maintenance Materials		Traffic signal maintenance and repairs	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
3700	Advertising		(Previous for CWEP - Moved to Stormwater)	\$ -			
4221	Software License Fees		Traffic Signal Software maintenance agreement @\$15,000 and CCTV maintenance agreement @ \$9,100. Both maintenance agreements are reimbursible 87% by NCDOT; 811 Software License Agreement = \$3,700	\$ 24,100.00	\$ 24,100.00	\$ 27,800.00	\$ 27,800.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,488.00	\$ 3,386.00	\$ 3,946.00	\$ 3,946.00
4521	Auto Liability		Provided by Finance	\$ 2,013.00	\$ 2,392.00	\$ 2,797.00	\$ 2,797.00
4911	Subscriptions	Y	NC 811 Notifications by email for utility locations - average monthly invoice = \$262.00	\$ 3,500.00	\$ 2,567.00	\$ 3,144.00	\$ 3,144.00
4912	Fees & Dues	Y	Professional Engineering Licenses and Membership Renewals	\$ 3,540.00	\$ 4,036.00	\$ 2,385.00	\$ 2,385.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Dept. Head- Bobby Croom		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Engineering - 4172					
Division:		~ - 4172					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4990	Equipment Expense		Misc. equipment expense and new video server CPU for the Closed Circuit TV server upgrade for the traffic signal system. Cost is reimbursible from NCDOT at 87% of the City's cost.	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00	\$ 4,000.00
9561	Office Supplies		Office Supplies - Inventory (increase in cost of copier paper	\$ 300.00	\$ 300.00	\$ 350.00	\$ 350.00
Total Operating Expenditures				\$ 231,539.00	\$ 189,508.00	\$ 255,140.60	\$ 225,160.60
5702	City Hall Construction		Construction of office door and wall. Last phase of GIS Staff relocation to separate Engineering staff from Planning Dept.	\$ -	\$ -	\$ 5,000.00	\$ -
Total Capital Outlay				\$ -	\$ -	\$ 5,000.00	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Engineering-~ Budget				\$ 1,324,134.00	\$ 1,274,975.75	\$ 1,475,762.55	\$ 1,396,199.28

CAPITAL OUTLAY				Fiscal Year FY23-24												
Fund:		11-General Fund		Dept. Head- Bobby Croom												
Dept #:		Engineering - 4172														
Division:		~ - 4172														
		Current Asset Information								Replacement Asset Information						
						Maintenance Cost History										
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5702	NA	NA	NA	NA	NA				NA		Construction of Office Door & Wall	Last phase of GIS Staff relocation to separate Engineering staff from Planning Department	\$5,000.00	\$ -	
2																
3																
4																
5																
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 5,000.00	\$ -	

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Engineering - 4172
Division: ~ - 4172
Account: 1991 Consultant Fees

Dept. Head- Bobby Croom

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Anticipated fees for On-Call Engineering Services and Grant Acceptance Fees	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 15,000.00
2	Highland Mapping	\$ 10,000.00	\$ -	\$ -	\$ -
3	Tritech Software System	\$ 1,400.00	\$ -	\$ -	\$ -
4	GIS 10 year Plan/Projects - Axim	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
5	Server & Database Management - Avineon			\$ 15,000.00	\$ 15,000.00
6	Cut #2 Dept Head (line # unspecified)				\$ (11,480.00)
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 51,400.00	\$ 15,000.00	\$ 55,000.00	\$ 33,520.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Engineering - 4172
Division: ~ - 4172
Account: 2323 Training

Dept. Head- Bobby Croom

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Professional Development - Training courses and seminars	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
2	IMSA Continuing Education for Traffic Staff	\$ -		\$ 2,600.00	\$ 2,600.00
3	NC ARC User Group Conference (2) GIS Manager & GIS Specialist - Conference 2024	\$ 500.00	\$ 350.00	\$ 700.00	\$ 700.00
4	NCGIS Spring Conference (2) GIS Manager & GIS Specialist (Every two years - next conference in 2025)	\$ 500.00	\$ 700.00	\$ -	\$ -
5	SCM Recertification - Construction Inspector & Project Manager (Every 3 Years-Next Certification December 2023 for Project Manager)	\$ -		\$ 150.00	\$ 150.00
6	NCAFPF Floodplain Bi-Annual Managers Conference Engineering Director & Civil Engineer for FY23/24	\$ 1,000.00	\$ 580.00	\$ 1,200.00	\$ 1,200.00
7	Asphalt Certification for NCDOT Projects (Project Manager & Construction Inspector @ \$125.00 each)			\$ 250.00	\$ 250.00
8	ESRI Southeast User Conference (2) GIS Manager & GIS Specialist	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ -
9	ESRI - 3 Classes for GIS Specialist			\$ 4,500.00	\$ -
10					
	Total - 2323 Training	\$ 4,500.00	\$ 4,130.00	\$ 11,900.00	\$ 6,400.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund: 11-General Fund				Dept. Head- Bobby Croom		
Dept #: Engineering - 4172						
Division: ~ - 4172						
Account: 3121 Travel						

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Meetings, seminars, conferences, schools, etc. Conferences, seminars, and schools are held at various locations and are scheduled throughout the year. The exact locations and registration fees are not known at this time.	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
2	ESRI Southeast User Group Conference (2) GIS Manager & GIS Specialist - 3 nights	\$ 900.00	\$ 900.00	\$ 3,000.00	\$ -
3	NC ARC User Group Conference (2) GIS Manager & GIS Specialist - 3 nights	\$ 600.00	\$ 760.00	\$ 2,500.00	\$ 2,500.00
4	NCGIS Spring Conference (2) GIS Manager & GIS Specialist - 3 nights (Every two years - next conference in 2025)	\$ 900.00	\$ 1,692.00	\$ -	\$ -
5	NCAFPF Floodplain Bi-Annual Managers Conference (Engineering Director and Civil Engineer for FY23/24)		\$ 1,200.00	\$ 2,400.00	\$ 2,400.00
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ 4,400.00	\$ 6,552.00	\$ 10,400.00	\$ 7,400.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Engineering - 4172
Division: ~ - 4172
Account: 4911 Subscriptions

Dept. Head- Bobby Croom

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NC 811 Notifications by email for Utility Locations (Costs per month as of January 2023 = \$262.00)	\$ 3,500.00	\$2,567.00	\$3,144.00	\$ 3,144.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 3,500.00	\$ 2,567.00	\$ 3,144.00	\$ 3,144.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	11-General Fund			Dept. Head- Bobby Croom		
Dept #:	Engineering - 4172					
Division:	~ - 4172					
Account:	4912 Fees & Dues					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Professional Engineer License Fees (Three Engineers) @ \$75.00	\$ 226.00	\$ 225.00	\$ 225.00	\$ 225.00
2	American Waterworks Association (Membership terminated 2021)	\$ -			
3	American Public Works Association (Agency Membership)	\$ 1,200.00	\$ 1,206.00	\$ 1,300.00	\$ 1,300.00
4	NC Association of Floodplain Managers (Engineering Director and				
5	Civil Engineer @ \$60.00 ea. for FY23-24)	\$ 60.00	\$ 120.00	\$ 120.00	\$ 120.00
6	ITE (Traffic Engineer)	\$ 320.00	\$ 345.00	\$ 345.00	\$ 345.00
7	IMSA Membership for 3 Traffic Signal Employees and Sign Technician	\$ -	\$ 540.00	\$ 270.00	\$ 270.00
8	NC Society of Surveyors (City Surveyor License Fees)	\$ 260.00	\$ 75.00	\$ 75.00	\$ 75.00
9	ESRI SouthEast User Conference (Moved to Other Training)	\$ 600.00	\$ 600.00		
10	NC ARC User Group Conference (Moved to Other Training)	\$ 600.00	\$ 600.00		
11	NC GIS Spring Conference (Moved to Other Training)	\$ 275.00	\$ 275.00		
12	NC AUG Membership for GIS Manager & GIS Specialist		\$ 50.00	\$ 50.00	\$ 50.00
	Total - 4912 Fees & Dues	\$ 3,541.00	\$ 4,036.00	\$ 2,385.00	\$ 2,385.00

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: FIRE/5120

DEPARTMENT OVERVIEW:

The Goldsboro Fire Department (GFD) protects lives, the environment, and property by providing prompt, skillful, and cost-effective fire protection and life safety services. An all-hazards emergency response organization, those services include but are not limited to firefighting, Haz-Mat response, technical rescue, confined space rescue, trench rescue, water rescue, vehicle extrication, search and rescue, emergency medical (EMS), building pre-planning, fire inspections, code enforcement, hydrant maintenance, life safety education, and fire cause investigation. The department currently operates five Engine Companies and one Tower Company. The six (6) companies respond out of five stations strategically placed throughout the city. The companies are supported by an assigned shift commander and a multi-functional administrative team. Operations are continuous across three (3) shifts and the current staffing consists of 82 uniformed personnel, 2 administrative employees, and 3 part-time employees.

GOALS/MAJOR OBJECTIVES:

- Continue efforts to meet UNC SOG metrics, NFPA, and ISO benchmarks related to response times, apparatus replacement, and staffing.
- Recruit and retain the best firefighters for service delivery to the citizens.
- Increase training opportunities for staff members. Advanced training will allow our employees to broaden their knowledge and encourage growth in the department and the city.
- Continue implementing our CIP for all apparatus, equipment, and facilities to provide a safe work environment to our employees and the best service to our community.
- Prepare for future growth in current and upcoming annexations of the City of Goldsboro
- Unfreeze 3 operations and 2 part-time positions.

SIGNIFICANT BUDGET ISSUES:

- Increase training opportunities by continuing making improvements/upgrades at Training Facility to allow for in-house training opportunities and provide educational opportunities.
- Continue upgrade/replacement of current SCBA to the 4500-psi operating system.
- Purchase of dual band portable radios to allow for inter-agency operability with mutual-aid organizations (local, state, and federal).
- Complete the replacement of bay doors at Fire Station 5 that are obsolete and discontinued.
- Purchase of Fire Apparatus to replace the 1991 Pierce Dash. This will allow the department to be more in line with our CIP, bring the fleet closer in alignment with NFPA standards, and reduce major costly repairs.

EXPENDITURE SHEET									
Fiscal Year FY23-24									
Fund: 11-General Fund		Dept. Head Ron Stempien							
Dept #: 5120 Fire Department		~ = Division by Zero							
Division: 5120 Fire		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 3,420,889.93	\$ 4,048,624.00	\$ 4,048,624.00	\$ 4,007,715.11	\$ 4,288,930.70	5.94%	\$ 4,277,099.05	5.64%
1220	Salaries & Wages Overtime	\$ 221,531.67	\$ 198,000.00	\$ 198,000.00	\$ 196,000.00	\$ 198,000.00	0.00%	\$ 198,000.00	0.00%
1224	Cell Phone Stipend	\$ 1,052.22	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,500.00	4.17%	\$ 1,500.00	4.17%
1260	Salaries & Wages Part-Time	\$ 12,536.75	\$ 20,000.00	\$ 20,000.00	\$ 11,000.00	\$ 60,000.00	200.00%	\$ 40,000.00	100.00%
1272	Holiday Pay	\$ 130,382.12	\$ 167,700.00	\$ 167,700.00	\$ 162,000.00	\$ 169,000.00	0.78%	\$ 169,000.00	0.78%
1275	Salaries & Wages Bonus	\$ 29,792.79		\$ -	\$ 125.00	\$ 1,250.00	~	\$ 1,250.00	~
1278	Wellness Earnings	\$ 19,271.80	\$ 22,500.00	\$ 22,500.00	\$ 21,000.00	\$ 25,200.00	12.00%	\$ 25,200.00	12.00%
1280	Vacation Pay Out	\$ 40,725.45	\$ 28,033.00	\$ 28,033.00	\$ 6,500.00	\$ 47,200.00	68.37%	\$ 47,200.00	68.37%
1810	Social Security	\$ 284,563.61	\$ 343,202.00	\$ 343,202.00	\$ 337,042.18	\$ 366,517.67	6.79%	\$ 364,082.55	6.08%
1821	NCLGERS-Retirement	\$ 440,722.30	\$ 557,647.00	\$ 557,647.00	\$ 568,786.21	\$ 618,528.52	10.92%	\$ 614,419.05	10.18%
1822	401-K Retirement	\$ 154,503.36	\$ 179,452.00	\$ 179,452.00	\$ 176,231.20	\$ 191,643.23	6.79%	\$ 190,369.96	6.08%
1830	Hospital Insurance	\$ 493,868.54	\$ 576,966.00	\$ 576,966.00	\$ 618,912.00	\$ 618,912.00	7.27%	\$ 582,072.00	0.88%
1835	Group Term Life Insurance Coverage	\$ 2,741.61	\$ 3,129.00	\$ 3,129.00	\$ 2,943.36	\$ 2,943.36	-5.93%	\$ 2,943.36	-5.93%
1860	Worker's Comp Claims Cost	\$ 52,733.76	\$ 45,000.00	\$ 45,000.00	\$ 35,000.00	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
1861	Worker's Compensation Insurance	\$ 29,944.49	\$ 31,741.00	\$ 31,741.00	\$ 25,441.00	\$ 27,074.00	-14.70%	\$ 27,074.00	-14.70%
1899	Less: Reimbursed by Grants		\$ -	\$ (673,801.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 5,335,260.40	\$ 6,223,434.00	\$ 5,549,633.00	\$ 6,170,136.06	\$ 6,661,699.48	7.04%	\$ 6,585,209.97	5.81%
1932	Medical Exams	\$ 20,019.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	20.00%	\$ 30,000.00	20.00%
1991	Consultant Fees		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	233.33%	\$ -	*
2111	Cleaning Supplies	\$ 6,364.53	\$ 8,900.00	\$ 8,900.00	\$ 7,000.00	\$ 16,000.00	79.78%	\$ 16,000.00	79.78%
2121	Uniforms	\$ 24,733.40	\$ 40,000.00	\$ 42,041.79	\$ 34,000.00	\$ 44,600.00	11.50%	\$ 39,050.00	-2.38%
2123	Protective Clothing	\$ 13,553.28	\$ 70,000.00	\$ 108,329.87	\$ 70,000.00	\$ 97,000.00	38.57%	\$ 91,000.00	30.00%
2125	Shoes-Uniform	\$ 4,916.97	\$ 11,700.00	\$ 11,700.00	\$ 10,400.00	\$ 13,500.00	15.38%	\$ 13,500.00	15.38%
2203	Employee Appreciation	\$ 1,217.56	\$ 1,428.00	\$ 1,428.00	\$ 1,269.24	\$ 1,740.00	21.85%	\$ 1,740.00	21.85%
2323	Training	\$ 9,677.43	\$ 35,280.00	\$ 41,787.48	\$ 24,280.00	\$ 25,735.00	-27.05%	\$ 25,035.00	-29.04%
2391	First Aid	\$ 8,736.87	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 22,200.00	48.00%	\$ 18,000.00	20.00%
2501A	Fleet Charges Internal Use Only!	\$ 134,352.30	\$ 89,500.00	\$ 89,500.00	\$ 89,500.00	\$ 89,500.00	0.00%	\$ 79,500.00	-11.17%
2502	Vehicle Fuel	\$ 317.31	\$ 200.00	\$ 1,001.00	\$ 200.00	\$ 1,700.00	750.00%	\$ 1,700.00	750.00%
2502A	Vehicle Fuel-Internal Charges	\$ 47,109.50	\$ 231,901.00	\$ 231,901.00	\$ 72,000.00	\$ 100,000.00	-56.88%	\$ 85,000.00	-63.35%
2511	Oil & Lubricants	\$ 1,332.73	\$ 1,500.00	\$ 1,500.00	\$ 1,300.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2594	Vehicle Repairs	\$ 22,462.51	\$ 75,000.00	\$ 86,946.98	\$ 75,000.00	\$ 86,450.00	15.27%	\$ 76,450.00	1.93%
2601	Office Supplies	\$ 2,846.80	\$ 4,500.00	\$ 4,500.00	\$ 4,000.00	\$ 4,600.00	2.22%	\$ 4,600.00	2.22%
2993	Operational Supplies	\$ 41,900.08	\$ 65,000.00	\$ 73,676.64	\$ 65,000.00	\$ 43,800.00	-32.62%	\$ 43,800.00	-32.62%
2994	Tools	\$ 3,355.04	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 8,600.00	22.86%	\$ 7,700.00	10.00%
3121	Travel	\$ 471.91	\$ 6,850.00	\$ 6,850.00	\$ 6,182.00	\$ 26,500.00	286.86%	\$ 14,700.00	114.60%

EXPENDITURE SHEET									
Fiscal Year FY23-24									
Fund: 11-General Fund		Dept. Head Ron Stempien							
Dept #: 5120 Fire Department		~ = Division by Zero							
Division: 5120 Fire		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3210	Telephone & Communication Svcs	\$ 15,961.56	\$ 18,400.00	\$ 18,400.00	\$ 18,400.00	\$ 23,500.00	27.72%	\$ 23,500.00	27.72%
3250	Postage	\$ 307.36	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
3250A	Postage-Internal Charges only!	\$ 287.43	\$ 350.00	\$ 350.00	\$ 350.00	\$ 457.00	*	\$ 457.00	*
3310	Electricity	\$ 25,237.14	\$ 30,000.00	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	0.00%	\$ 30,000.00	0.00%
3330	Natural Gas	\$ 7,421.24	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 8,600.00	10.26%	\$ 8,600.00	10.26%
3410	Printing	\$ 604.79	\$ 750.00	\$ 750.00	\$ 450.00	\$ 750.00	0.00%	\$ 750.00	0.00%
3421	Copy Machine Cost	\$ 1,370.35	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00	\$ 1,300.00	-16.13%	\$ 1,300.00	-16.13%
3510	Repairs (Insurance Claims)	\$ 6,175.49	\$ -	\$ 53,429.03	\$ 50,500.60	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 21,013.23	\$ 44,000.00	\$ 45,301.23	\$ 44,000.00	\$ 37,000.00	-15.91%	\$ 22,150.00	-49.66%
3521	Office Machine Maintenance	\$ 202.83	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 9,625.04	\$ 20,000.00	\$ 19,921.00	\$ 20,000.00	\$ 37,750.00	88.75%	\$ 25,000.00	25.00%
3914	Contract Services	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 30,400.00	176.36%	\$ 26,400.00	140.00%
3950	Education Reimbursement	\$ 2,695.53	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 12,500.00	66.67%	\$ 7,500.00	0.00%
4221	Software License Fees		\$ 26,326.00	\$ 26,326.00	\$ 26,300.00	\$ 21,000.00	-20.23%	\$ 21,000.00	-20.23%
4391	Equipment Rent	\$ 4,200.00	\$ 4,500.00	\$ 4,500.00	\$ 4,200.00	\$ 5,200.00	15.56%	\$ 5,200.00	15.56%
4401	Generator Contract	\$ 1,532.95	\$ 5,000.00	\$ 5,000.00	\$ 4,200.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
4511	Multi-Peril Insurance	\$ 24,776.40	\$ 26,261.00	\$ 26,261.00	\$ 52,408.00	\$ 61,080.00	132.59%	\$ 61,080.00	132.59%
4521	Auto Liability	\$ 64,483.00	\$ 66,435.00	\$ 66,435.00	\$ 34,037.00	\$ 39,804.00	-40.09%	\$ 39,804.00	-40.09%
4911	Subscriptions	\$ 2,333.18	\$ 2,500.00	\$ 2,500.00	\$ 2,495.00	\$ 2,900.00	16.00%	\$ 2,900.00	16.00%
4912	Fees & Dues	\$ 5,273.00	\$ 7,365.00	\$ 7,365.00	\$ 6,984.00	\$ 8,950.00	21.52%	\$ 8,150.00	10.66%
4990	Equipment Expense		\$ 7,600.00	\$ 7,600.00	\$ 7,600.00	\$ 44,800.00	489.47%	\$ 21,900.00	188.16%
9561	Office Supplies	\$ 319.48	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
	Total Operating Expenditures	\$ 548,187.22	\$ 992,896.00	\$ 1,115,851.02	\$ 845,705.84	\$ 1,035,216.00	4.26%	\$ 860,766.00	-13.31%
5075	Paving-Fire Department				\$ -	\$ 65,000.00	~	\$ -	*
5185	Facility Updates-Fire Station 5		\$ 14,100.00	\$ 5,300.00	\$ 20,000.00	\$ 82,000.00	481.56%	\$ 25,000.00	77.30%
5186	Facility Updates-Fire Training				\$ -	\$ 92,500.00	~	\$ -	*
5401	Administrative Car	\$ 43,138.37	\$ 49,200.00	\$ 58,000.00	\$ 68,100.00	\$ 74,400.00	51.22%	\$ -	*
5496	Aerial Fire Truck		\$ 1,136,600.00	\$ -	\$ -	\$ -	*	\$ -	*
5500	Engine Replacement				\$ -	\$ 838,474.00	~	\$ -	*
5521	Fire Hose	\$ 12,035.00	\$ 19,600.00	\$ 33,495.65	\$ 19,600.00	\$ 52,725.00	169.01%	\$ 52,725.00	169.01%
5527	Miscellaneous Equipment		\$ 21,300.00	\$ 23,683.00	\$ 25,280.93	\$ 157,500.00	639.44%	\$ 27,000.00	26.76%
5735	Air Packs	\$ 33,236.62	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 70,600.00	236.19%	\$ 60,600.00	188.57%
5736	Thermal Imaging Camera		\$ 5,700.00	\$ 5,779.00	\$ 5,800.00	\$ 6,300.00	10.53%	\$ -	*
					\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund: 11-General Fund		Dept. Head Ron Stempien							
Dept #: 5120 Fire Department		~ = Division by Zero							
Division: 5120 Fire		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
					\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 88,409.99	\$ 1,267,500.00	\$ 147,257.65	\$ 159,780.93	\$ 1,439,499.00	13.57%	\$ 165,325.00	-86.96%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Fire Department-Fire Budget	\$ 5,971,857.61	\$ 8,483,830.00	\$ 6,812,741.67	\$ 7,175,622.83	\$ 9,136,414.48	7.69%	\$ 7,611,300.97	-10.28%

JUSTIFICATION SHEET	Fiscal Year FY23-24			Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Ron Stempien		Green Cell - Department Input
Dept #:	Fire Department - 5120			
Division:	Fire - 5120			

		Sched?		FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure			Detailed Justification				
1210	Salaries & Wages Regular		84 FTE's	\$ 4,048,624.00	\$ 4,007,715.11	\$ 4,288,930.70	\$ 4,277,099.05
1220	Salaries & Wages Overtime		Average payout of \$16,500 per month includes work cycle overtime and recalls for emergency events.	\$ 198,000.00	\$ 196,000.00	\$ 198,000.00	\$ 198,000.00
1224	Cell Phone Stipend		2 employees (27.69*26 payrolls); Jennifer Boatright - 919-922-1867 and Jhante Reyes - 919-922-2082	\$ 1,440.00	\$ 1,440.00	\$ 1,500.00	\$ 1,500.00
1260	Salaries & Wages Part-Time		3 part time employees (\$20/hr * 1000 hours)	\$ 20,000.00	\$ 11,000.00	\$ 60,000.00	\$ 40,000.00
1272	Holiday Pay		75 employees (13 holidays * \$13,000 each holiday)	\$ 167,700.00	\$ 162,000.00	\$ 169,000.00	\$ 169,000.00
1275	Salaries & Wages Bonus		Service Awards for 12 employees	\$ -	\$ 125.00	\$ 1,250.00	\$ 1,250.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 22,500.00	\$ 21,000.00	\$ 25,200.00	\$ 25,200.00
1280	Vacation Pay Out		(Max 336 Hrs)2 employees - retirement (Avg \$38/hr*336=\$12768*2=\$25,536)/5 employees - turnover (12.85/hr*336=4317.6*5=\$21,588.)	\$ 28,033.00	\$ 6,500.00	\$ 47,200.00	\$ 47,200.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 343,202.00	\$ 337,042.18	\$ 366,517.67	\$ 364,082.55
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 557,647.00	\$ 568,786.21	\$ 618,528.52	\$ 614,419.05
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 179,452.00	\$ 176,231.20	\$ 191,643.23	\$ 190,369.96
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 576,966.00	\$ 618,912.00	\$ 618,912.00	\$ 582,072.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 3,129.00	\$ 2,943.36	\$ 2,943.36	\$ 2,943.36
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 45,000.00	\$ 35,000.00	\$ 45,000.00	\$ 45,000.00
1861	Worker's Compensation Insurance		Provided by Finance	\$ 31,741.00	\$ 25,441.00	\$ 27,074.00	\$ 27,074.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 6,223,434.00	\$ 6,170,136.06	\$ 6,661,699.48	\$ 6,585,209.97

JUSTIFICATION SHEET	Fiscal Year FY23-24	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Green Cell - Department Input
Dept #:	Fire Department - 5120	
Division:	Fire - 5120	

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1932	Medical Exams		Annual Physicals (80 employees) - \$28,600 /New Personnel/Promotion Physicals and Testing/Random Substance Testing - \$1,400. Increase is due to the price increase per physical in FY24.	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00
1991	Consultant Fees	Y	See SCH1991 for Justification	\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	\$ -
2111	Cleaning Supplies		Funds requested are to cover the cost of cleaning supplies for 5 Stations and the Training Facility. New this fiscal year will be the cost of Unifirst monthly bills previously taken from 2993.	\$ 8,900.00	\$ 7,000.00	\$ 16,000.00	\$ 16,000.00
2121	Uniforms		These funds are requested for uniforms for non-civilian employees & part-time employees to include Class A, B, C & D uniforms as well as special team uniforms to include Honor Guard Uniforms.	\$ 40,000.00	\$ 34,000.00	\$ 44,600.00	\$ 39,050.00
2123	Protective Clothing		These funds are requested to purchase protective equipment for non-civilian personnel to include body armor, safety vests, turnout gear pants and coats, helmets, boots, gloves and nomex hoods. The increase is due to large increases in cost in production.	\$ 70,000.00	\$ 70,000.00	\$ 97,000.00	\$ 91,000.00

JUSTIFICATION SHEET	Fiscal Year FY23-24	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Green Cell - Department Input
Dept #:	Fire Department - 5120	
Division:	Fire - 5120	

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2125	Shoes-Uniform		These funds are requested to purchase non-slip OSHA-required safety shoes for personnel. Shoes are distributed annually and as needed. The amount requested will cover purchasing shoes for 87 personnel and additional purchases for new hires and when shoes are in need of replacement due to damage sustained during training, emergency response calls, etc. (90 pairs * \$150.00) An increase in this account is due to the price increase of safety shoes issued to department personnel and to avoid personnel using personal funds to cover costs of required uniform footwear.	\$ 11,700.00	\$ 10,400.00	\$ 13,500.00	\$ 13,500.00
2203	Employee Appreciation		87 employees * \$20.00.	\$ 1,428.00	\$ 1,269.24	\$ 1,740.00	\$ 1,740.00
2323	Training	Y	These funds are requested to provide local, state and national certified training, outside training classes and media resources. These funds also include funding for the Explorer Program, inspections reimbursement, annual promotion assessments and training equipment. (See attached SCH2323)	\$ 35,280.00	\$ 24,280.00	\$ 25,735.00	\$ 25,035.00
2391	First Aid		These funds are requested to purchase emergency medical supplies to be used on emergency calls including surgical gloves, surgical masks, N-95 masks, mass casualty supplies, and hand sanitizer. Also included in this funding is the purchase of new EMS bags for all apparatus (9@\$800 each)	\$ 15,000.00	\$ 15,000.00	\$ 22,200.00	\$ 18,000.00

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Ron Stempien	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	Fire - 5120		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2501A	Fleet Charges Internal Use Only!		These funds are requested to cover charges for maintenance and/or repairs performed on fire department response and administration vehicles and fire apparatus at the City's maintenance complex. The increase in this account is due price increase for maintenance, labor costs and projected repairs needed on our aging fleet of apparatus.	\$ 89,500.00	\$ 89,500.00	\$ 89,500.00	\$ 79,500.00
2502	Vehicle Fuel		These funds are requested for outside purchase of fuel for boats, lawn mowers, small engines, and other misc fuel purchases. This will also cover fuel for generators at stations 1 & 4 (\$1500)	\$ 200.00	\$ 200.00	\$ 1,700.00	\$ 1,700.00
2502A	Vehicle Fuel-Internal Charges		These funds are requested to cover the cost of diesel fuel and gasoline for all fire apparatus, administration vehicles and response vehicles, with consideration for the ever fluctuating fuel prices.	\$ 231,901.00	\$ 72,000.00	\$ 100,000.00	\$ 85,000.00
2511	Oil & Lubricants		These funds are requested to purchase motor oil and other lubricants used for engines, transmissions, boats and fire pumps as needed during daily, weekly and monthly inspections.	\$ 1,500.00	\$ 1,300.00	\$ 1,500.00	\$ 1,500.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Ron Stempien		Green Cell - Department Input	
Dept #:	Fire Department - 5120				
Division:	Fire - 5120				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2594	Vehicle Repairs		These funds are requested for repairs and purchase of parts needed through outside vendors on fire apparatus, administration vehicles and response vehicles. Also included in this fiscal year budget is \$20,000 that is still needed for repairs to fire pump on Engine 1. These repairs are necessary in order to pass mandated pump testing and due to budget cuts last three fiscal years, this repair was not accomplished.	\$ 75,000.00	\$ 75,000.00	\$ 86,450.00	\$ 76,450.00
2601	Office Supplies		These funds are requested to purchase office supplies, excluding items budgeted in account 9561 and 3521, for the department. This includes costs of ink and toner for all printers not contracted through the IT Department as well as office supplies for all stations and training facility.	\$ 4,500.00	\$ 4,000.00	\$ 4,600.00	\$ 4,600.00

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Ron Stempien	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	Fire - 5120		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2993	Operational Supplies		<p>These funds will be used to cover the costs of operational supplies for the department. This line item includes items such as, batteries, class A & B foam, station appliances, hose testing supplies, annual ceremony supplies (promotion/graduation/retirement), fire prevention supplies (plastic fire hats, stickers, coloring books, trading cards, magnets, etc.), and other operational supplies for the department not otherwise specified in other line items. Included in this line is the cost to purchase physical fitness equipment for substations including treadmills and dumbbells to accomplish required physical fitness training per SOG. These items were requested in previous three fiscal year budgets; however, due to budget cuts, this purchase was not accomplished.</p>	\$ 65,000.00	\$ 65,000.00	\$ 43,800.00	\$ 43,800.00
2994	Tools		<p>These funds are requested to purchase tools to replace broken equipment and purchase rescue equipment for special teams. An additional cost is added to include miscellaneous tools for department use and apparatus tools such as axes, drills, wrench sets, pliers, saws, blades, etc. These funds will also cover Hydrant Cap Gauges used with hydrant testing.</p>	\$ 7,000.00	\$ 7,000.00	\$ 8,600.00	\$ 7,700.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Ron Stempien		Green Cell - Department Input	
Dept #:	Fire Department - 5120				
Division:	Fire - 5120				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3121	Travel	Y	These funds are requested to cover the cost of lodging, meals, and travel for Fire Personnel to attend community meetings, professional development courses, and certification training. (see attached SCH3121)	\$ 6,850.00	\$ 6,182.00	\$ 26,500.00	\$ 14,700.00
3210	Telephone & Communication Svcs		These funds are requested to cover the cost of telephone contract services for department. Contracted prices for Cell Phones \$45.00 x 8 / I pads \$38.01 x 7 per IT Dept. These funds also include the cost for internet and cable services through Spectrum. Ipad replacements will also be needed this year at a cost of \$3500 (7@\$500 each).	\$ 18,400.00	\$ 18,400.00	\$ 23,500.00	\$ 23,500.00
3250	Postage		These funds are requested to cover the cost of postage of letters and packages mailed through the US Postal Service, UPS, and Fed Ex.	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
3250A	Postage-Internal Charges only!		These funds are requested to cover the mailing and shipping cost for various letters, brochures, and equipment that are postage charges from the postage machine allocated by the Finance Department. (Includes \$107 for allocated costs from Finance)	\$ 350.00	\$ 350.00	\$ 457.00	\$ 457.00
3310	Electricity		These funds are requested to cover the cost of electricity for all stations and training facility paid to Duke Energy.	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	\$ 30,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Ron Stempien		Green Cell - Department Input	
Dept #:	Fire Department - 5120				
Division:	Fire - 5120				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3330	Natural Gas		These funds are requested to cover the cost of natural gas used by the department. The increase is due to a projected 10% increase in cost.	\$ 7,800.00	\$ 7,800.00	\$ 8,600.00	\$ 8,600.00
3410	Printing		These funds are requested to cover the cost of printed materials such as inspection reports, uniform request forms, advertising, recruiting brochures and booklets, honor guard materials, business cards, etc.	\$ 750.00	\$ 450.00	\$ 750.00	\$ 750.00
3421	Copy Machine Cost		These funds are requested to include copy contract for 1 printer for Station 1. This budget is contracted through a leasing program through IT Department.	\$ 1,550.00	\$ 1,550.00	\$ 1,300.00	\$ 1,300.00
3510	Repairs (Insurance Claims)			\$ -	\$ 50,500.60	\$ -	\$ -
3511	Building Maintenance	Y	These funds are requested to provide maintenance and repairs to 5 fire stations. See attached SCH3511.	\$ 44,000.00	\$ 44,000.00	\$ 37,000.00	\$ 22,150.00
3521	Office Machine Maintenance		These funds were not needed in FY23, and therefore no funds will be requested in FY24.	\$ 1,000.00	\$ -	\$ -	\$ -
3522	Machine/Equipment Maintenance	Y	These funds are requested to provide maintenance of items not covered in line items 2501/3421. See attached SCH3522	\$ 20,000.00	\$ 20,000.00	\$ 37,750.00	\$ 25,000.00
3914	Contract Services	Y	These funds are requested for to cover the cost of contracted services as well as annual testing of various equipment. See attached SCH3914	\$ 11,000.00	\$ 11,000.00	\$ 30,400.00	\$ 26,400.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Ron Stempien		Green Cell - Department Input	
Dept #:	Fire Department - 5120				
Division:	Fire - 5120				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3950	Education Reimbursement		These funds are requested to reimburse employees for tuition, fees and books for college according to COG personnel policy. This year we project that we will have 5 employees who will receive the max reimbursement for education. 5 employees * \$2,500 = \$12,500 (Brandon Jones, Jared Barwick, Jennifer Boatright, Brian Davis, Zachary Brooks)	\$ 7,500.00	\$ 2,500.00	\$ 12,500.00	\$ 7,500.00
4221	Software License Fees		These funds are requested to cover ESO Solutions - Fire Reporting Database Software Support and Training, \$16,331 recurring fee each year. Motorola CAD payments will also be included in this line item at an estimated prorated cost of \$240 for the 2 months of service. The Fire Department's portion of the Central Square CAD is \$4,400.	\$ 26,326.00	\$ 26,300.00	\$ 21,000.00	\$ 21,000.00
4391	Equipment Rent		These funds are requested to cover the annual fee for the mobile classroom at the Training Grounds (\$4500). These funds will also cover the cost of the Annual Fit Testing Machine Rental (\$700)	\$ 4,500.00	\$ 4,200.00	\$ 5,200.00	\$ 5,200.00
4401	Generator Contract		These funds are requested to cover an annual maintenance program for all fire station generators.	\$ 5,000.00	\$ 4,200.00	\$ 5,000.00	\$ 5,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 26,261.00	\$ 52,408.00	\$ 61,080.00	\$ 61,080.00
4521	Auto Liability		Provided by Finance	\$ 66,435.00	\$ 34,037.00	\$ 39,804.00	\$ 39,804.00

JUSTIFICATION SHEET	Fiscal Year FY23-24	Blue Font - Detail Schedule Requested					
Fund:	11-General Fund	Dept. Head-Ron Stempien	Green Cell - Department Input				
Dept #:	Fire Department - 5120						
Division:	Fire - 5120						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4911	Subscriptions	Y	These funds are requested to cover the cost of subscriptions for the department use. See attached SCH4911.	\$ 2,500.00	\$ 2,495.00	\$ 2,900.00	\$ 2,900.00
4912	Fees & Dues	Y	These funds are requested to cover the cost of fees and dues for the department. This is part of our succession planning. See attached SCH4912.	\$ 7,365.00	\$ 6,984.00	\$ 8,950.00	\$ 8,150.00
4990	Equipment Expense	Y	These funds are requested to purchase equipment that cost between \$1,000 - \$4,999. See attached SCH4990	\$ 7,600.00	\$ 7,600.00	\$ 44,800.00	\$ 21,900.00
9561	Office Supplies		These funds are requested to cover the cost of letter and legal size paper and envelopes received from the stockroom at City Hall.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Total Operating Expenditures				\$ 992,896.00	\$ 845,705.84	\$ 1,035,216.00	\$ 860,766.00
5075	Paving-Fire Department		These funds are requested to cover the cost of Paving at the Training Grounds. See attached Capital	\$ -		\$ 65,000.00	\$ -
5185	Facility Updates-Fire Station 5		These funds are requested to cover the cost of Facility Updates for Station 5. See attached Capital.	\$ 14,100.00	\$ 20,000.00	\$ 82,000.00	\$ 25,000.00
5186	Facility Updates-Fire Training		These funds are requested to cover the cost of Facility updates for Fire Training Grounds. See attached Capital.	\$ -		\$ 92,500.00	\$ -
5401	Administrative Car		These funds are requested to cover the cost of an Administrative Response Vehicle for the Fire Department. See attached Capital.	\$ 49,200.00	\$ 68,100.00	\$ 74,400.00	\$ -
5496	Aerial Fire Truck			\$ 1,136,600.00	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY23-24		<div>Blue Font - Detail Schedule Requested</div> <div>Green Cell - Department Input</div>			
Fund:		11-General Fund		Dept. Head-Ron Stempien			
Dept #:		Fire Department - 5120					
Division:		Fire - 5120					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
5500	Engine Replacement		These funds are requested to cover the cost of an Engine Fire Truck for the Fire Department. See attached Capital.			\$ 838,474.00	\$ -
5521	Fire Hose		These funds are requested to cover the cost Fire Hose and Accessories for the Fire Department. See attached Capital.	\$ 19,600.00	\$ 19,600.00	\$ 52,725.00	\$ 52,725.00
5527	Miscellaneous Equipment		These funds are requested to cover the cost Miscellaneous Equipment for the Fire Department. See attached Capital.	\$ 21,300.00	\$ 25,280.93	\$ 157,500.00	\$ 27,000.00
5735	Air Packs		These funds are requested to cover the cost of Airpacks and Accessories for the Fire Department. See attached Capital.	\$ 21,000.00	\$ 21,000.00	\$ 70,600.00	\$ 60,600.00
5736	Thermal Imaging Camera		These funds are requested to cover the cost of a Thermal Imaging Camera for the Fire Department. See attached Capital.	\$ 5,700.00	\$ 5,800.00	\$ 6,300.00	\$ -
0	0			\$ -		\$ -	\$ -
0	0			\$ -		\$ -	\$ -
0	0			\$ -		\$ -	\$ -
0	0			\$ -		\$ -	\$ -
0	0			\$ -		\$ -	\$ -
Total Capital Outlay				\$ 1,267,500.00	\$ 159,780.93	\$ 1,439,499.00	\$ 165,325.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Fire Department-Fire Budg				\$ 8,483,830.00	\$ 7,175,622.83	\$ 9,136,414.48	\$ 7,611,300.97

CAPITAL OUTLAY				Fiscal Year FY23-24								
Fund:		11-General Fund		Dept. Head-Ron Stempien								
Dept #:		Fire Department - 5120										
Division:		Fire - 5120										
		Current Asset Information						Replacement Asset Information				
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5401	A979	2004 Ford Taurus	\$ 13,241.68	162,521	N	1	2024 Chevy Tahoe	These funds are requested to replace the 2004 Ford Taurus Administrative Response Vehicle. This vehicle is 19 years old and has an excess of 160,000 miles. This price includes all striping, lighting, radio, and other necessary equipment needed for an emergency response.	\$ 74,400.00	\$ -	
2	5521	N/A	Addition	N/A	N/A	N	1	Fire Hose & Appliances	These funds are requested to replace fire hose of various diameters and appliances that are aged out per NFPA Standards, and others that are beyond repair. Requested funds are needed to continue replacement plan established by GFD to adhere to guidelines set forth by NFPA. The funding also covers replacement of 55 - 1 3/4" hose lines to be compatible with already purchased updated nozzles. Also included in this funding is \$28,800 to replace broken and outdated fire nozzles.	\$ 52,725.00	\$ 52,725.00	
3	5527	N/A	Addition	N/A	N/A	N	1	Misc. Equipment	These funds are requested to purchase portable radios. Some of the current radios have been discontinued, and obtaining parts for repairs has become increasingly difficult. This will be the first phase in a multiphase plan to replace the fire department's radios. New radios would include a multiband option for all officers that would allow us to better communicate with surrounding agencies at the local, state, and federal levels.	\$ 157,500.00	\$ 27,000.00	

CAPITAL OUTLAY				Fiscal Year FY23-24								
Fund:		11-General Fund		Dept. Head-Ron Stempien								
Dept #:		Fire Department - 5120										
Division:		Fire - 5120										
		Current Asset Information						Replacement Asset Information				
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
4	5735	N/A	Addition	N/A	N/A	N	1	SCBA Equipment	These funds are requested to purchase new SCBA units and additional cylinders for department. This budget year the department is requesting the following: 4 Airpacks, 8 Carbon cylinders (4500psi), 5 Voice AMPS for SCBA, 10 SCBA face pieces (HT AV 3000), and 15 SCBA conversions from 2013 to 2018 Standard. These conversions allow us to save over \$60,000 without having to purchase 15 replacement Airpacks.	\$ 70,600.00	\$ 60,600.00	
5	5736	N/A	Addition	N/A	N/A	N	1	Thermal Imaging Camera	These funds are requested for the purchase of a Thermal Imaging camera for Engine 3. Engine 3 was requested in FY23 budget, but due to budgatry cuts, was not able to be purchased. Purchasing a camera for Engine 3 will continue GFD replacement plans for this life saving piece of equipment.	\$ 6,300.00	\$ -	
6	5185	N/A	Addition	N/A	N/A	N	1	Facility Updates, St 5	These funds are requested to replace the bay doors of Station 5 that are obsolete and discontinued. These doors have been extended beyond their lifecycle with repairs. Doors will come at a cost of \$24,000 (3@8,000 each). They are in need of replacement to ensure safe functionality and usability. Also included in these funds is the replacement of the roof (\$50,000 est), as well as paint around all exterior doors(\$8,000 est)	\$ 82,000.00	\$ 25,000.00	

CAPITAL OUTLAY				Fiscal Year FY23-24								
Fund:		11-General Fund		Dept. Head-Ron Stempien								
Dept #:		Fire Department - 5120										
Division:		Fire - 5120										
		Current Asset Information						Replacement Asset Information				
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
7	5500	F566	1991 Pierce Dash	\$ 185,657.55	168,023	N	1	Apparatus Replacement - Engine	These funds are requested to purchase a new Engine Apparatus to replace F566, a 1991 Pierce Dash. This apparatus has been out of service since August 2023, and its current estimated repair costs will exceed \$10,000. This truck will need an additional \$25,000 worth of repairs made in the near future. Replacement parts are no longer available or difficult to find, therefore requiring rebuilding of parts. Often times fire trucks run ideling on emergency scenes for extended periods of time. This apparatus has been running for 15,556 hours which translates to 544,460 miles.	\$ 838,474.00	\$ -	
8	5186	N/A	Addition	N/A	N/A	N	1	Facility Updates, Training Grounds	These funds are requested for Phase II of the Facility Updates for the Training Grounds. Included in this is the land clearing and expansion to prepare area for rescue props (trench prop, confined space, and extrication area) (Est \$65,000). Also included is the fencing with a gate for the above mentioned area (Est \$15,000). A shelter is also needed to protect equipment and materials for training purposes (\$12,500). Continued funding for the training facility will include capabilites to continue in-house instruction, expand training facility, and continue to meet National and State standards set for by the NFPA and NC OSFM.	\$ 92,500.00	\$ -	

CAPITAL OUTLAY				Fiscal Year FY23-24								
Fund:		11-General Fund		Dept. Head-Ron Stempien								
Dept #:		Fire Department - 5120										
Division:		Fire - 5120										
		Current Asset Information						Replacement Asset Information				
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
9	5075	N/A	Addition	N/A	N/A	N	1	Paving	These funds are requested for paving a portion of the Training Grounds to facilitate moving CPAT testing from Station 1 to the Training Grounds. This would also allow for a more stable environment for training purposes.	\$ 65,000.00	\$ -	
10												
11												
12												
13												
14												
15												
16												
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19												
20												
21												
22												
23												
Total Capital Outlay Requested				\$ 198,899.23						\$ 1,439,499.00	\$ 165,325.00	

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
 Dept #: Fire Department - 5120
 Division: Fire - 5120
 Account: 1991 Consultant Fees

Dept. Head-Ron Stempien

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Structural Engineer Study of Headquarters	\$ 15,000.00	\$ 15,000.00		
2	Feasibility (Needs Assessment) Study for Station 3			\$ 50,000.00	\$ -
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19					
20					
Total - 1991 Consultant Fees		\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	\$ -

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Fire Department - 5120
Division: Fire - 5120
Account: 2323 Training

Dept. Head-Ron Stempien

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Note: Moved items to Facility Updates - Training Facility (5186) and moved training supplies to Operational Supplies (2993) per Finance.	\$ -			
2	Mobile Classroom Rental Note: Moved to Equipment Rental (4391) per Finance	\$ -			
3	Assessment Centers, Fire Training Media Resources	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
4	Candidate Physical Agility Test Materials (Hiring Process)	\$ 100.00	\$ 100.00	\$ 200.00	\$ 200.00
5	Training Equipment (Fuel, Lumber, Prop Materials, OSB, Wheat Straw, Etc.).	\$ 8,600.00	\$ 8,600.00	\$ 8,600.00	\$ 8,600.00
6	Goldsboro Fire Explorer Program: Includes competition fees, travel, and lodging; training equipment.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7	Outside Training Schools/Conferences:Mid-Winter Chiefs Conference (4/\$200 each), NC Breathing Equipment Firefighter Survival School (2/\$250 each), FDIC (2/\$640 each), NC Fire Prevention School (2/\$150 each), SAFER (6/\$100 each), National Honor Guard Academy (2/\$625 each), FDTN - Live Fire and Eng/Trk 1 (4/\$1,200), Fire Rescue International (2/\$700), Catawaba River Flood Exercise, National Fire Academy (Many trainings tentative due to class availability and limited seating. Selection can be based off of experience and prerequisites)	\$ 21,000.00	\$ 10,000.00	\$ 11,500.00	\$ 10,800.00
8	Level I, II or III Inspections Training Certification Reimbursement (3 employees * \$145)	\$ 580.00	\$ 580.00	\$ 435.00	\$ 435.00
9					
10					
11					
	Total - 2323 Training	\$ 35,280.00	\$ 24,280.00	\$ 25,735.00	\$ 25,035.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:		11-General Fund		Dept. Head-Ron Stempien		
Dept #:		Fire Department - 5120				
Division:		Fire - 5120				
Account:		3121 Travel				
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		International Association of Fire Chief's Conference - Fire Chief and Deputy Chief (Includes travel expenses, meals, lodging and airfare)	\$ 4,150.00	\$ -	\$ -	\$ -
2		NCFRAP Meetings (2) - Administrative Staff - (Lodging, mileage, food - 4 days total/2 personnel)		\$ 700.00	\$ 2,400.00	\$ 2,400.00
3		SAFER Conference (Fuel, Food, Parking - 4 days/6 personnel)			\$ 800.00	\$ 800.00
4		Various Community Meetings, Luncheons & Events (Fire Chief & Command Staff Personnel)	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
5		Mid-Winter Chiefs Conference (Lodging, fuel, food - 5 days / 4 personnel)	\$ 2,100.00	\$ -	\$ 3,800.00	\$ 3,800.00
6		Fire Rescue International (Lodging, airfare, food, rental car - 5 days/2 personnel)			\$ 3,600.00	\$ 1,800.00
7		NC Breathing Equipment Firefighter Survival School (Lodging, food, fuel - 5 days/2 personnel)			\$ 1,600.00	\$ 1,600.00
8		FDIC - (Lodging, airfare, food, rental car - 6 days/2 personnel)		\$ 4,882.00	\$ 4,900.00	\$ 4,900.00
9		NC Fire Prevention School (Lodging, food, fuel - 5 days/2 personnel)			\$ 1,400.00	\$ 1,400.00
10		FDTN (Lodging, airfare, food, rental - 3 days/4 personnel)			\$ 4,700.00	\$ 4,700.00
11		National Honor Guard Academy (Lodging, Food, rental car - 6 days/2 personnel)			\$ 1,700.00	\$ 1,700.00
12		NC Catawba Flood Excercises (Expences may be reimbursed)			\$ 1,000.00	\$ 1,000.00
13		National Fire Academy - All expences will be reimbursed by organization			\$ -	\$ -
14		Cut #1 CM 4/23/23				\$ (10,000.00)
		Total - 3121 Travel	\$ 6,850.00	\$ 6,182.00	\$ 26,500.00	\$ 14,700.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Fire Department - 5120
Division: Fire - 5120
Account: 3511 Building Maintenance

Dept. Head-Ron Stempien

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		\$ 44,000.00	\$ 44,000.00		
2	Emergency Bay Door Repairs			\$ 5,000.00	\$ 5,000.00
3	HVAC Repairs and Maintenance - We do not use Piedmont as they have a longer response time. We require a quick response due to 24 hour staff			\$ 6,000.00	\$ 6,000.00
4	Substation Plumbing Repairs			\$ 2,500.00	\$ 2,500.00
5	Window Tint Station 1 Bay			\$ 3,500.00	\$ -
6	Bay Lighting upgrade to LED			\$ 2,000.00	\$ -
7	Window Blinds (Stations 1, 2, & 3)			\$ 800.00	\$ 800.00
8	LED Outdoor Lights (5@\$250 each)			\$ 1,250.00	\$ -
9	Vinyl Fence Around Generator (4)			\$ 1,200.00	\$ -
10	Storage Cabinets (4)			\$ 1,000.00	\$ 1,000.00
11	Piping for Grill Access (2@ \$950)			\$ 1,900.00	\$ -
12	Bar Stools (8@\$130)			\$ 1,100.00	\$ 1,100.00
13	Dining Room Set			\$ 750.00	\$ 750.00
14	Misc Building Maintenance			\$ 5,000.00	\$ 5,000.00
15	Substation Painting			\$ 5,000.00	\$ -
	Total - 3511 Building Maintenance	\$ 44,000.00	\$ 44,000.00	\$ 37,000.00	\$ 22,150.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund
Dept. Head-Ron Stempien
Dept #: Fire Department - 5120
Division: Fire - 5120
Account: 3522 Machine/Equipment Maintenance

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		\$ 20,000.00	\$ 20,000.00		
2	Radio Maintenance Agreement			\$ 8,500.00	\$ 8,500.00
3	Portable Radio Immersible Re-Certification (38@ \$100 each)			\$ 3,800.00	\$ 3,800.00
4	Miscellaneous costs to repair equipment			\$ 1,000.00	\$ 1,000.00
5	Portable Radio Batteries (20@\$90 each)			\$ 1,800.00	\$ 1,800.00
6	Fire Mic Replacements & Repairs (10 @ \$125 each)			\$ 1,250.00	\$ 1,250.00
7	Radio Repairs - (Cases, Knobs, Antennas, etc)			\$ 6,000.00	\$ 6,000.00
8	Radio Harness and Installation for Radios			\$ 2,000.00	\$ 2,000.00
9	Base Stations/Speakers (5 @ \$1000 each)			\$ 5,000.00	\$ 5,000.00
10	Repairs & Maintenance for 75 Air Packs and 80 Face Pieces			\$ 6,000.00	\$ 6,000.00
11	Chain Saw Maintenance			\$ 500.00	\$ 500.00
12	Calibration of Fit Test Machine			\$ 900.00	\$ 900.00
13	Ice Machine Repairs			\$ 1,000.00	\$ 1,000.00
14	Cut #1 CM 4/23/23				\$ (12,750.00)
15					
	Total - 3522 Machine/Equipment Maintenance	\$ 20,000.00	\$ 20,000.00	\$ 37,750.00	\$ 25,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Fire Department - 5120
Division: Fire - 5120
Account: 3914 Contract Services

Dept. Head-Ron Stempien

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		\$ 11,000.00	\$ 11,000.00		
2	Mar Mac Volunteer Fire Department			\$ 4,500.00	\$ 4,500.00
3	Belfast Volunteer Fire Department			\$ 1,000.00	\$ 1,000.00
4	Arrington Volunteer Fire Department			\$ 1,000.00	\$ 1,000.00
5	Rosewood Volunteer Fire Department			\$ 4,500.00	\$ 4,500.00
6	Roll-up Door Maintenance W/Contract			\$ 4,000.00	\$ 4,000.00
7	Breathing Air Compressor Annual Service			\$ 3,000.00	\$ 3,000.00
8	Quarterly Air Sample Test Program			\$ 1,000.00	\$ 1,000.00
9	Annual Aerial and Ground Ladder Certification			\$ 4,000.00	\$ 4,000.00
10	Annual Fire Extinguisher Service and Recharge			\$ 1,500.00	\$ 1,500.00
11	Annual Flow Test and Repair Labor for Air Packs and Rit Bags			\$ 4,750.00	\$ 4,750.00
12	Hydrostatic Test for Cylinders (45 @ \$25 each)			\$ 1,150.00	\$ 1,150.00
13	Cut #1 CM 4/23/23				\$ (4,000.00)
14					
15					
	Total - 3914 Contract Services	\$ 11,000.00	\$ 11,000.00	\$ 30,400.00	\$ 26,400.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund: 11-General Fund				Dept. Head-Ron Stempien		
Dept #: Fire Department - 5120						
Division: Fire - 5120						
Account: 4911 Subscriptions						

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		NFPA Subscription Service (Online) - Fire Inspectors	\$ 1,650.00	\$ 1,495.00	\$ 1,700.00	\$ 1,700.00
2		Active911 - Emergency Response Subscription	\$ 850.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
3			\$ -			
4						
5						
6			\$ -			
7			\$ -			
8						
9						
10						
		Total - 4911 Subscriptions	\$ 2,500.00	\$ 2,495.00	\$ 2,900.00	\$ 2,900.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:		11-General Fund		Dept. Head-Ron Stempien		
Dept #:		Fire Department - 5120				
Division:		Fire - 5120				
Account:		4912 Fees & Dues				
Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		International Association of Fire Chiefs (4 employees +annual dues)	\$ 375.00	\$ 491.00	\$ 750.00	\$ 750.00
2		International Association of Emergency Managers	\$ -	\$ -	\$ -	\$ -
3		Fire Department Training Network Membership Renewal Fee	\$ 300.00	\$ 300.00	\$ 350.00	\$ 350.00
4		Explorer Post Renewal Fee	\$ 400.00	\$ 215.00	\$ 300.00	\$ 300.00
5		NC Association of EMS & Rescue Membership Dues	\$ 1,400.00	\$ 1,208.00	\$ 1,300.00	\$ 1,300.00
6		Fire Inspection Certification Renewals (30 @ \$20.00)	\$ 600.00	\$ 600.00	\$ 660.00	\$ 660.00
7		NC Fire Chief Association Dues (8 @ \$35.00, potential increase)	\$ 240.00	\$ 280.00	\$ 325.00	\$ 325.00
8		NC Fire Marshal Dues (1 @ \$15.00)	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
9		NC State Firefighters Association Dues (85 @ \$25.00)	\$ 2,125.00	\$ 1,975.00	\$ 2,200.00	\$ 2,200.00
10		Wayne County Firefighter's Association (83 @ \$5.00)	\$ 415.00	\$ 405.00	\$ 450.00	\$ 450.00
11		NC Fire & Rescue Administrative Professionals Dues (2 @ \$50.00)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
12		Recertification Fee - Car Seat Safety Technicians (10 @ \$55.00)	\$ 715.00	\$ 715.00	\$ 550.00	\$ 550.00
13		NC Industrial Commission (Finance)	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
14		NC IAAI - 14 Members *\$20	\$ 280.00	\$ 280.00	\$ 350.00	\$ 350.00
15		Chief Fire Officer Candidate Fee (3 @\$395)			\$ 1,200.00	\$ 400.00
16						
17						
18						
19						
20						
Total - 4912 Fees & Dues			\$ 7,365.00	\$ 6,984.00	\$ 8,950.00	\$ 8,150.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Fire Department - 5120
Division: Fire - 5120
Account: 4990 Equipment Expense

Dept. Head-Ron Stempien

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		\$ 7,600.00	\$ 7,600.00		
2	Gas Monitors (2 @\$1450 each)			\$ 2,900.00	\$ -
3	Misc Equipment needed for new Engine 2			\$ 20,000.00	\$ -
4	Mattresses for Station 1 (36@ \$400 each)			\$ 14,400.00	\$ 14,400.00
5	Replacement Program for Aging Doors Operators and Controllers (3 @ \$1500 each)			\$ 7,500.00	\$ 7,500.00
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Total - 4990 Equipment Expense		\$ 7,600.00	\$ 7,600.00	\$ 44,800.00	\$ 21,900.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: POLICE 6121

DEPARTMENT OVERVIEW:

The mission of the Goldsboro Police Department is to work cooperatively with the public and within the framework of the United States Constitution and North Carolina law to protect the well-being and enhance the quality of life of our residents and visitors. In 2022/2023, the Police Department was authorized 120 full time positions (107) sworn officers and (13) civilians, assigned to four divisions: Office of the Chief of Police, Operations Bureau, Support Services Bureau, and Investigative Services Bureau. In addition, the Department was authorized (01) part-time Custodian. The activities of the Department include the enforcement of the laws; prevention and detection of criminal activity; apprehension of offenders; control of traffic; participation in court proceedings; protection of constitutional guarantees; resolution of conflict and the maintenance of the feeling of safety and security in the community.

GOALS/MAJOR OBJECTIVES:

- Continue operational efforts to work in partnership with the community to preserve life, enforce the law, maintain order, provide quality police services and reduce the fear and incidence of crime and traffic offenses.
- Continue Crime Prevention and Community Police/Problem Solving Initiatives including National Night Out, Crime Watch, Gangs Resistance Education and Training (G.R.E.A.T.) Program, Goldsboro Partners Against Crime (GPAC), the Housing Unit, the Special Enforcement Unit (SEU), Gang Suppression Unit (GSU).
- Fill vacancies outside of the twenty (20) frozen positions.
- Reestablish the School Resource Officer (SRO) program with three (3) full-time SROs and one (1) part-time SRO.
- Continue operational efforts to work in partnership with/as Goldsboro /Wayne County Inter-Agency Drug Task Force to serve the community.
- Continuation of the Emergency Response Team (ERT).
- Continue implementation of and efforts to maintain CALEA Accreditation; prepare for and earn North Carolina Law Enforcement Accreditation (NCLEA).
- Continue training in Community Policing, Diversity and Cultural Sensitivity, De-escalation, and other areas of specialized training as may be identified.
- Continue Recruitment efforts with reorganization and updates to the program to address work force needs and striving to increase our minority demographics in a manner consistent with Equal Opportunity Commission (EOC).
- Invest in advance technology and training to expand our ability to investigate crimes and increase the Department's clearance rate for violent crimes.

SIGNIFICANT BUDGET ISSUES:

OPERATIONAL:

- Need for COLA adjustment to help employees deal with rising inflation and increased costs of health care, as well as, keeping pace with other Law Enforcement Agency salaries and benefits.
- Overall salary adjustment(s) to address increases from local and benchmarked agencies.
- Longevity pay to aid in the retention of long-term employees.

CAPITAL ISSUES:

- Replace (16) Vehicles, including all emergency equipment, to replace a portion of the fleet having reached the end of their service life, no longer operationally relevant, or are out of service permanently.
- (15) Patrol Vehicles, (01) vehicle assigned to Investigations.
- Continued maintenance of the Public Safety Complex to include replacing the chiller, server room AC, repaving of John Street Parking Lot(s), waterproofing exterior, and addressing other infrastructure concerns.
- Purchase/replace office furniture.
- Maintain ShotSpotter Flex: Subscription based service designed to detect, locate and alert on gunfire.
- Replacement of essential equipment, including radios, vests, in-car and body worn cameras.
- Purchase latent evidence processing equipment to increase clearance rate.
- Purchase K9 to replace a retiring K9
- Purchase SPEED/MESSAGE trailer to replace current Speed Trailer

<div> <div> EXPENDITURE SHEET Fund: 11-General Fund Dept #: 6121 Police Department Division: 6121 Police </div> <div> Fiscal Year FY23-24 Dept. Head Mike West ~ = Division by Zero * = Change < \$500 Purpl Cell-Finance Input </div> </div>									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 4,562,745.71	\$ 5,535,311.00	\$ 5,531,311.00	\$ 5,008,094.36	\$ 5,848,587.00	5.66%	\$ 5,787,592.80	4.56%
1220	Salaries & Wages Overtime	\$ 27,136.10	\$ 35,000.00	\$ 35,000.00	\$ 60,000.00	\$ 55,000.00	57.14%	\$ 55,000.00	57.14%
1221	Employee Awards				\$ -	\$ 1,300.00	~	\$ 1,300.00	~
1224	Cell Phone Stipend	\$ 35,341.67	\$ 45,000.00	\$ 45,000.00	\$ 32,000.00	\$ 67,680.00	50.40%	\$ 67,680.00	50.40%
1262	Salaries & Wages Perm. Part-Time	\$ 13,237.00	\$ 15,450.00	\$ 15,450.00	\$ 5,638.50	\$ 15,450.00	0.00%	\$ 15,836.25	2.50%
1271	Separation Pay	\$ 224,125.85	\$ 213,209.00	\$ 213,209.00	\$ 189,370.54	\$ 173,651.54	-18.55%	\$ 173,651.54	-18.55%
1272	Holiday Pay	\$ 105,369.73	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	0.00%	\$ 130,000.00	0.00%
1274	Call Duty Pay	\$ 16,625.02	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	0.00%	\$ 26,000.00	0.00%
1275	Salaries & Wages Bonus	\$ 34,821.53		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance	\$ 15,050.00	\$ 19,200.00	\$ 19,200.00	\$ 14,800.00	\$ 19,200.00	0.00%	\$ 19,200.00	0.00%
1278	Wellness Earnings	\$ 22,883.82	\$ 36,300.00	\$ 36,300.00	\$ 25,120.00	\$ 31,500.00	-13.22%	\$ 31,500.00	-13.22%
1280	Vacation Pay Out	\$ 53,039.05	\$ 15,400.00	\$ 15,400.00	\$ 50,000.00	\$ 35,000.00	127.27%	\$ 35,000.00	127.27%
1810	Social Security	\$ 378,472.07	\$ 464,422.00	\$ 464,422.00	\$ 423,888.29	\$ 489,857.69	5.48%	\$ 485,221.19	4.48%
1820	LEOB-Retirement	\$ 525,578.77	\$ 657,554.00	\$ 657,554.00	\$ 829,662.70	\$ 832,774.50	26.65%	\$ 797,439.32	21.27%
1821	NCLGERS-Retirement	\$ 53,464.73	\$ 61,689.00	\$ 61,689.00	\$ 71,680.58	\$ 71,680.58	16.20%	\$ 73,472.59	19.10%
1822	401-K Retirement	\$ 236,651.89	\$ 276,910.00	\$ 276,910.00	\$ 313,523.47	\$ 314,616.10	13.62%	\$ 302,764.31	9.34%
1830	Hospital Insurance	\$ 551,212.64	\$ 680,524.00	\$ 680,524.00	\$ 884,160.00	\$ 884,160.00	29.92%	\$ 692,592.00	1.77%
1835	Group Term Life Insurance Coverage	\$ 3,351.20	\$ 4,617.00	\$ 4,617.00	\$ 4,204.80	\$ 4,204.80	-8.93%	\$ 4,204.80	-8.93%
1860	Worker's Comp Claims Cost	\$ 47,038.21	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 75,000.00	25.00%	\$ -	*
1861	Worker's Compensation Insurance	\$ 34,984.07	\$ 37,083.00	\$ 37,083.00	\$ 34,708.00	\$ 36,937.00	-0.39%	\$ 36,937.00	-0.39%
1899	Less: Reimbursed by Grants		\$ -	\$ (890,216.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 6,941,129.06	\$ 8,313,669.00	\$ 7,419,453.00	\$ 8,162,851.25	\$ 9,112,599.21	9.61%	\$ 8,735,391.80	5.07%
1932	Medical Exams	\$ 6,631.00	\$ 14,200.00	\$ 14,200.00	\$ 14,200.00	\$ 18,200.00	28.17%	\$ 15,200.00	7.04%
1991	Consultant Fees		\$ 15,000.00	\$ 15,000.00	\$ 37,825.00	\$ 25,000.00	66.67%	\$ 25,000.00	66.67%
2111	Cleaning Supplies	\$ 68.56	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00	\$ 3,000.00	0.00%	\$ 1,000.00	-66.67%
2121	Uniforms	\$ 32,285.41	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	0.00%	\$ 60,000.00	0.00%
2123	Protective Clothing	\$ 17,103.04	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	0.00%	\$ 42,000.00	0.00%
2125	Shoes-Uniform	\$ 8,504.35	\$ 9,000.00	\$ 9,000.00	\$ 3,000.00	\$ 13,200.00	46.67%	\$ 10,200.00	13.33%
2203	Employee Appreciation	\$ 2,145.68	\$ 2,057.00	\$ 2,057.00	\$ 2,057.00	\$ 2,400.00	16.67%	\$ 2,400.00	16.67%
2321	Police Library	\$ 803.20	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 6,000.00	361.54%	\$ 1,500.00	15.38%
2323	Training	\$ 9,537.20	\$ 50,590.00	\$ 50,590.00	\$ 24,087.14	\$ 78,749.00	55.66%	\$ 33,749.00	-33.29%
2501	Vehicle Operation/Maintenance	\$ 42.00		\$ -	\$ -	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!	\$ 170,809.90	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	0.00%	\$ 150,000.00	0.00%
2502	Vehicle Fuel		\$ -	\$ 801.00	\$ 801.00	\$ 1,000.00	~	\$ 1,000.00	~
2502A	Vehicle Fuel-Internal Charges	\$ 170,247.32	\$ 398,269.00	\$ 398,269.00	\$ 200,000.00	\$ 200,000.00	-49.78%	\$ 200,000.00	-49.78%

BUDGET SHEET		Fiscal Year FY23-24							
Fund: 11-General Fund		Dept. Head	Mike West						
Dept #: 6121 Police Department		~ = Division by Zero							
Division: 6121 Police		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
2601	Office Supplies	\$ 4,786.05	\$ 12,400.00	\$ 12,400.00	\$ 8,000.00	\$ 12,400.00	0.00%	\$ 4,400.00	-64.52%
2916	Explorer Post 209	\$ 2,316.14	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,300.00	76.67%	\$ 2,800.00	-6.67%
2918	Emergency Response Team	\$ 9,642.00	\$ 45,400.00	\$ 45,400.00	\$ 45,400.00	\$ 49,626.00	9.31%	\$ 34,626.00	-23.73%
2984	Vending Machine Supplies	\$ 350.00		\$ -	\$ -	\$ -	*	\$ -	*
2986	Tasers	\$ 21,988.58	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 25,612.00	11.36%	\$ 25,612.00	11.36%
2987	Vehicle Equipment	\$ 24,139.15	\$ 36,538.00	\$ 40,250.67	\$ 40,250.67	\$ 25,000.00	-31.58%	\$ 25,000.00	-31.58%
2993	Operational Supplies	\$ 107,220.07	\$ 120,000.00	\$ 135,782.76	\$ 133,239.76	\$ 150,000.00	25.00%	\$ 130,000.00	8.33%
3121	Travel	\$ 15,763.64	\$ 59,250.00	\$ 59,250.00	\$ 18,238.65	\$ 96,489.00	62.85%	\$ 36,335.00	-38.68%
3130	Events Costs	\$ 4,947.00	\$ 10,000.00	\$ 10,000.00	\$ 2,500.00	\$ 26,810.00	168.10%	\$ 1,810.00	-81.90%
3210	Telephone & Communication Svcs	\$ 48,298.07	\$ 45,600.00	\$ 45,600.00	\$ 45,600.00	\$ 49,250.00	8.00%	\$ 49,250.00	8.00%
3250	Postage	\$ 176.53		\$ -	\$ -	\$ -	*	\$ -	*
3250A	Postage-Internal Charges only!	\$ 890.48	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,508.00	25.67%	\$ 1,508.00	25.67%
3310	Electricity	\$ 77,880.15	\$ 74,400.00	\$ 74,400.00	\$ 74,400.00	\$ 80,350.00	8.00%	\$ 80,350.00	8.00%
3330	Natural Gas	\$ 45,430.36	\$ 32,000.00	\$ 32,000.00	\$ 56,200.00	\$ 61,000.00	90.63%	\$ 61,000.00	90.63%
3410	Printing	\$ 916.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,200.00	113.33%	\$ 1,700.00	13.33%
3421	Copy Machine Cost	\$ 12,510.07	\$ 16,300.00	\$ 16,300.00	\$ 16,300.00	\$ 18,617.00	14.21%	\$ 18,617.00	14.21%
3510	Repairs (Insurance Claims)	\$ 12,232.39	\$ -	\$ 1,045.00	\$ 6,799.76	\$ 10,000.00	~	\$ 10,000.00	~
3511	Building Maintenance	\$ 21,320.64	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 20,350.00	-63.00%	\$ 20,350.00	-63.00%
3521	Office Machine Maintenance	\$ 150.14	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ -	*
3522	Machine/Equipment Maintenance	\$ 59.42	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
3525	Police Car Camera Maintenance	\$ 2,503.91	\$ 6,000.00	\$ 6,000.00	\$ 1,000.00	\$ 6,000.00	0.00%	\$ 2,000.00	-66.67%
3591	Radio Maintenance	\$ 6,177.65	\$ 11,500.00	\$ 11,500.00	\$ 7,500.00	\$ 11,500.00	0.00%	\$ 8,000.00	-30.43%
3705	Police ShotSpotter Fees	\$ 210,000.00	\$ 221,000.00	\$ 221,000.00	\$ 221,000.00	\$ 221,000.00	0.00%	\$ 221,000.00	0.00%
3950	Education Reimbursement	\$ 2,175.00	\$ 10,000.00	\$ 10,000.00	\$ 2,500.00	\$ 10,000.00	0.00%	\$ 5,000.00	-50.00%
3952	BLET/Non-Certified Employee Prog	\$ (668.50)	\$ 5,000.00	\$ 5,000.00	\$ 1,736.77	\$ 5,000.00	0.00%	\$ 2,500.00	-50.00%
3953	Gangs Resist Education	\$ 333.86	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	\$ -	*
3995	VICE Operations	\$ 25,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 50,000.00	25.00%	\$ 35,000.00	-12.50%
4221	Software License Fees	\$ 133,056.62	\$ 166,600.00	\$ 166,600.00	\$ 285,479.00	\$ 288,516.00	73.18%	\$ 288,516.00	73.18%
4402	Heating & Air Conditioner Contract		\$ 38,000.00	\$ 38,000.00	\$ 38,000.00	\$ 40,280.00	6.00%	\$ 40,280.00	6.00%
4511	Multi-Peril Insurance	\$ 95,144.74	\$ 100,845.00	\$ 100,845.00	\$ 108,831.00	\$ 126,840.00	25.78%	\$ 126,840.00	25.78%
4521	Auto Liability	\$ 28,382.18	\$ 29,369.00	\$ 29,369.00	\$ 29,640.00	\$ 34,662.00	18.02%	\$ 34,662.00	18.02%
4543	Insurance Deductible Claims	\$ 2,435.00	\$ -	\$ 5,023.00	\$ -	\$ -	*	\$ -	*
4911	Subscriptions		\$ 220.00	\$ 220.00	\$ -	\$ 220.00	*	\$ 220.00	*
4912	Fees & Dues	\$ 9,370.07	\$ 12,515.00	\$ 12,515.00	\$ 12,506.76	\$ 16,771.76	34.01%	\$ 16,771.76	34.01%
4990	Equipment Expense	\$ 6,367.66	\$ 20,150.00	\$ 20,150.00	\$ 20,509.00	\$ 2,000.00	-90.07%	\$ 2,000.00	-90.07%

BUDGET SHEET Fiscal Year FY23-24 Fund: 11-General Fund Dept. Head: Mike West Dept #: 6121 Police Department ~ = Division by Zero Division: 6121 Police * = Change < \$500 Purple Cell-Finance Input									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
9561	Office Supplies	\$ 493.49	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ -	*
	Total Operating Expenditures	\$ 1,349,966.22	\$ 1,947,203.00	\$ 1,973,567.43	\$ 1,836,601.51	\$ 2,052,850.76	5.43%	\$ 1,828,696.76	-6.09%
5189	HVAC		\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 250,000.00	38.89%	\$ -	*
5190	Software-Capital Expense		\$ 76,000.00	\$ 76,000.00	\$ 76,000.00	\$ -	*	\$ -	*
5400	Police Car Upfits				\$ -	\$ 361,663.00	~	\$ 194,184.00	~
5401	Administrative Car	\$ 41,038.51	\$ 100,664.00	\$ 278,158.73	\$ 115,848.00	\$ 83,742.00	-16.81%	\$ 48,000.00	-52.32%
5404	Line Cars				\$ -	\$ 672,000.00	~	\$ 336,000.00	~
5527	Miscellaneous Equipment		\$ 11,315.00	\$ 11,315.00	\$ 11,315.00	\$ 190,189.50	1580.86%	\$ -	*
5591	Portable Hand Held Radios		\$ 92,169.00	\$ 92,169.00	\$ 100,000.00	\$ 120,819.00	31.08%	\$ -	*
5695	Police Car Cameras				\$ -	\$ 108,160.00	~	\$ -	*
5816	Furnace/Electric Air Conditioner				\$ -	\$ 14,000.00	~	\$ 14,000.00	~
					\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 41,038.51	\$ 460,148.00	\$ 637,642.73	\$ 483,163.00	\$ 1,800,573.50	291.30%	\$ 592,184.00	28.69%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Police Department-Police Budget	\$ 8,332,133.79	\$ 10,721,020.00	\$ 10,030,663.16	\$ 10,482,615.76	\$ 12,966,023.47	20.94%	\$ 11,156,272.56	4.06%

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Police Department - 6121					
Division:		Police - 6121					
		Dept. Head-Mike West					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		120 FTE'S (15 Frozen & Unfunded)	\$ 5,535,311.00	\$ 5,008,094.36	\$ 5,848,587.00	\$ 5,787,592.80
1220	Salaries & Wages Overtime		Overtime for call back pay for officers; ATF OT does reimburse a portion of the OT ~\$11K	\$ 35,000.00	\$ 60,000.00	\$ 55,000.00	\$ 55,000.00
1221	Employee Awards		Employee Service Awards			\$ 1,300.00	\$ 1,300.00
1224	Cell Phone Stipend		94 employees X \$720 annual (\$67,680)	\$ 45,000.00	\$ 32,000.00	\$ 67,680.00	\$ 67,680.00
1262	Salaries & Wages Perm. Part-Time		Custodian (position reclassified and increase of hours to 25 hours per week)	\$ 15,450.00	\$ 5,638.50	\$ 15,450.00	\$ 15,836.25
1271	Separation Pay		Separation pay for 13 personnel	\$ 213,209.00	\$ 189,370.54	\$ 173,651.54	\$ 173,651.54
1272	Holiday Pay		(13) Holidays x \$10,000 per Holiday	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00
1274	Call Duty Pay		On-Call Investigations (\$250.00 BW x 4 = \$1,000 BW x 26 PR)	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
1275	Salaries & Wages Bonus			\$ -			\$ -
1277	Clothing Allowance		24 officers @ \$800.00 annually	\$ 19,200.00	\$ 14,800.00	\$ 19,200.00	\$ 19,200.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 36,300.00	\$ 25,120.00	\$ 31,500.00	\$ 31,500.00
1280	Vacation Pay Out		Estimated VPO for possible retirements: L. Bethea = \$7435.66	\$ 15,400.00	\$ 50,000.00	\$ 35,000.00	\$ 35,000.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 464,422.00	\$ 423,888.29	\$ 489,857.69	\$ 485,221.19
1820	LEOB-Retirement		Sum of accounts 1210 - 1278 X 14.24% (Leo)	\$ 657,554.00	\$ 829,662.70	\$ 832,774.50	\$ 797,439.32
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo)	\$ 61,689.00	\$ 71,680.58	\$ 71,680.58	\$ 73,472.59
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 276,910.00	\$ 313,523.47	\$ 314,616.10	\$ 302,764.31
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 680,524.00	\$ 884,160.00	\$ 884,160.00	\$ 692,592.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 4,617.00	\$ 4,204.80	\$ 4,204.80	\$ 4,204.80
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 60,000.00	\$ 60,000.00	\$ 75,000.00	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 37,083.00	\$ 34,708.00	\$ 36,937.00	\$ 36,937.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 8,313,669.00	\$ 8,162,851.25	\$ 9,112,599.21	\$ 8,735,391.80
1932	Medical Exams		Pre-Employment, Post-Conditional, and Critical Incident Appointments (Medical, Drug Screen, Psychological, Hepatitis B): 12 Hepatitis Shots x \$150 = \$1,800 12 Pre-hire/Post Conditional Exams (Officers) x \$700 = \$8,400 12 Eye Exams for (Gas Mask Lenses) x \$100 = \$1200 12 Hepatitis B Series/A-titer x \$16 = \$192 127 TB Tests x \$5 = \$450 5 Critical Incident/Fitness for Duty Test x \$525 = \$2,625 6 Psychological Exams for ERT members x \$575 = \$3,450	\$ 14,200.00	\$ 14,200.00	\$ 18,200.00	\$ 15,200.00

ION SHEET		Fiscal Year FY23-24		Dept. Head-Mike West		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Police Department - 6121					
Division:		Police - 6121					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1991	Consultant Fees	Y	Assessment for anticipated Command Staff vacancy(s) Structural Engineering Study of Building	\$ 15,000.00	\$ 37,825.00	\$ 25,000.00	\$ 25,000.00
2111	Cleaning Supplies		Supplies (disinfectants, trash bags, mops, etc.) necessary for cleaning of complex specific to PD needs. 10 Cases 60 gal Trash Can Liners x \$63 = \$630 10 Cases 5.5 gal Trash Can Liners x \$29 = \$290 Cleaning Duster Spray for Computers/Electronics = \$42 SaniZide+ Disinfectant Cleaner/Handwash/Sporicidin = \$2000 Shop towels, dish det., misc. clean, disinfect wipes = \$400 Mops, mop heads, broom, sponges = \$200	\$ 3,000.00	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00
2121	Uniforms		Uniforms for New Hires as well as replacements due to wear and damage, including sworn officers from all units as well as civilian uniformed personnel and the Crisis Negotiation Team. Increase in requested amount reflects increase in quotes from uniform vendors compounded for number of uniforms needed.	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
2123	Protective Clothing		Used for new and replacement bulletproof vests/carriers and Animal Control bite gloves. Capital program replacement of (25) bulletproof vests per FY for expirations. Grant funds replace approximately half of the cost/vest back into the General Fund. 8 New Hire Body Armor x \$1118 = \$8,944 25 Body Armor replacements x \$1118 = \$27,950 25 Body Armor Carrier replacements x \$264 = \$4,725 2 bite gloves for Animal Control x \$60 = 120	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00
2125	Shoes-Uniform		Used to purchase shoes for new hires, all sworn personnel, plainclothes, Honor Guard, ERT Unit, SEU Unit, Bicycle Patrol Unit, Crime Scene, Police Equip. Maint. Worker, Senior Maint. Worker, and Animal Control Officer. (110x\$120)	\$ 9,000.00	\$ 3,000.00	\$ 13,200.00	\$ 10,200.00
2203	Employee Appreciation		120 employees x \$20.00	\$ 2,057.00	\$ 2,057.00	\$ 2,400.00	\$ 2,400.00
2321	Police Library		Purchase of Annual Mandatory In-Service Training CD's, General Statute Updates, BLET Manuals	\$ 1,300.00	\$ 1,300.00	\$ 6,000.00	\$ 1,500.00
2323	Training	Y	See schedule.	\$ 50,590.00	\$ 24,087.14	\$ 78,749.00	\$ 33,749.00
2501	Vehicle Operation/Maintenance			\$ -			
2501A	Fleet Charges Internal Use Only!		Operation and maintenance of fleet of 115 vehicles.	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
2502	Vehicle Fuel		Diesel Fuel for Generator	\$ -	\$ 801.00	\$ 1,000.00	\$ 1,000.00

ION SHEET

Fiscal Year FY23-24

Fund: 11-General Fund

Dept #: Police Department - 6121

Division: Police - 6121

Dept. Head-Mike West

Blue Font - Detail Schedule Requested

Green Cell - Department Input

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2502A	Vehicle Fuel-Internal Charges		Fuel for vehicle fleet.	\$ 398,269.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
2601	Office Supplies		Ink, standard office supplies, bankers boxes, file folders, writing utensils, paper, and office furniture.	\$ 12,400.00	\$ 8,000.00	\$ 12,400.00	\$ 4,400.00
2916	Explorer Post 209		Vehicle rentals for out of area events, recruitment events and supplies, uniforms and supplies, training equipment, awards banquet, charter fees	\$ 3,000.00	\$ 3,000.00	\$ 5,300.00	\$ 2,800.00
2918	Emergency Response Team		Funding for uniforms, equipment, and operational needs of the ERT to continue activation of the Emergency Response Team and maintain 12 Operators (Vests, helmets, carriers, etc). Added funding for Crisis Negotiation Team equipment (Backpack, coms, cell phone = \$7663.82).	\$ 45,400.00	\$ 45,400.00	\$ 49,626.00	\$ 34,626.00
2984	Vending Machine Supplies			\$ -			
2986	Tasers		Year (5) of 5 year contract = \$8,913 Taser Supplies: cartridges, batteries, holsters, adapters, this includes annual required proprietary training materials = \$13,998	\$ 23,000.00	\$ 23,000.00	\$ 25,612.00	\$ 25,612.00
2987	Vehicle Equipment		Replacement Equipment for current Police Fleet (MRAP, UTV, etc.)	\$ 36,538.00	\$ 40,250.67	\$ 25,000.00	\$ 25,000.00
2993	Operational Supplies		Supply costs for crime scene/property/evidence, Animal Control, weapons, ammo, K-9 supplies, bicycle patrol, officer awards, retirement ceremonies, and other operational supplies.	\$ 120,000.00	\$ 133,239.76	\$ 150,000.00	\$ 130,000.00
3121	Travel	Y	See schedule.	\$ 59,250.00	\$ 18,238.65	\$ 96,489.00	\$ 36,335.00
3130	Events Costs		Funds for participation in community events to build strong and meaningful police-community partnerships. Special Events - \$6,360 National Night Out - \$3,000 Police Activities League - \$6,100 Recruiting - \$5,500 GPAC - \$5,450 Chili Cook Off - \$400	\$ 10,000.00	\$ 2,500.00	\$ 26,810.00	\$ 1,810.00
3210	Telephone & Communication Svcs		Monthly Service - \$3716.67 x 12 = \$44,600 Dedicated phone for Intelligence Room \$500	\$ 45,600.00	\$ 45,600.00	\$ 49,250.00	\$ 49,250.00
3250	Postage			\$ -			
3250A	Postage-Internal Charges only!		\$100.00 per month x 12 months = \$1,200.00 (Includes \$308 for allocated costs from Finance)	\$ 1,200.00	\$ 1,200.00	\$ 1,508.00	\$ 1,508.00
3310	Electricity		\$6,250.00 pm x 12 months = \$75,000.00 (Increase due to new building/new on-demand system)	\$ 74,400.00	\$ 74,400.00	\$ 80,350.00	\$ 80,350.00

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Police Department - 6121					
Division:		Police - 6121					
		Dept. Head-Mike West					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3330	Natural Gas		\$1,250 pm x 12 months = \$15,000.00 (Increase due to new building/new on-demand system)	\$ 32,000.00	\$ 56,200.00	\$ 61,000.00	\$ 61,000.00
3410	Printing		Receipt/Parking ticket books = \$1500 Fingerprint cards = \$200 Victim/witness brochures, ShotSpotter door hangers, business cards for Investigations, GPAC/VCTF/Animal Control brochures = \$1500	\$ 1,500.00	\$ 1,500.00	\$ 3,200.00	\$ 1,700.00
3421	Copy Machine Cost		Lease and maintenance on 3 current copiers (I.T.) - \$10,800 Copy paper cost (100x\$32.50+\$2.50 inside delivery) - \$3,500 Staples: 20x\$99 (corner staples booklet) - \$1980	\$ 16,300.00	\$ 16,300.00	\$ 18,617.00	\$ 18,617.00
3510	Repairs (Insurance Claims)			\$ -	\$ 6,799.76	\$ 10,000.00	\$ 10,000.00
3511	Building Maintenance		Pest Control \$2,050 Carpet Cleaning, Fire Alarm Monitoring, Ceiling tiles in locker rooms, LED bulbs \$9,500 Generator Maintenance Contract (Nixon Power) \$1500 Southeastern Laboratories, Inc. protective agreement for HVAC water systems \$1,300 HVAC System Filters for Public Safety Complex \$6,000	\$ 55,000.00	\$ 55,000.00	\$ 20,350.00	\$ 20,350.00
3521	Office Machine Maintenance		Annual maintenace fees for machines/equipment in all PD divisions	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -
3522	Machine/Equipment Maintenance		Repairs of machines/equipment not covered by contracts to include photographic equipment, projectors, vacuum cleaners, lawn mowers, and edgers.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3525	Police Car Camera Maintenance		Police in-car camera maintenance and repairs. The funds are for items damaged by wreck or accessories as needed.	\$ 6,000.00	\$ 1,000.00	\$ 6,000.00	\$ 2,000.00
3591	Radio Maintenance		Portable radio repairs, parts, radar certifications, and LIDAR certifications. Portable Radio Repairs \$812 bench fee per repair x 8 = \$6,496 RadioParts = \$3000 Radar Certifications (25 current x \$50) = \$1,250 LIDAR Ceritifications (8 x \$85) = \$680	\$ 11,500.00	\$ 7,500.00	\$ 11,500.00	\$ 8,000.00
3705	Police ShotSpotter Fees		Annual Contract - Y2 of 3 year contract	\$ 221,000.00	\$ 221,000.00	\$ 221,000.00	\$ 221,000.00
3950	Education Reimbursement		Reimbursement for (4) officers x \$2,500 each	\$ 10,000.00	\$ 2,500.00	\$ 10,000.00	\$ 5,000.00

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Police Department - 6121					
Division:		Police - 6121					
		Dept. Head-Mike West					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3952	BLET/Non-Certified Employee Prog		Basic Law Enforcement Training (BLET) Scholarship for 2 x \$2,500 per trainee	\$ 5,000.00	\$ 1,736.77	\$ 5,000.00	\$ 2,500.00
3953	Gangs Resist Education		Gang Resistance Education Program Materials - Shirts, awards, motivational teaching aids for curriculum and summer camps.	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -
3995	VICE Operations		Operations of the VICE Unit for patrol and drug enforcement, leased copier, binoculars, casper software	\$ 40,000.00	\$ 40,000.00	\$ 50,000.00	\$ 35,000.00
4221	Software License Fees	Y	See schedule.	\$ 166,600.00	\$ 285,479.00	\$ 288,516.00	\$ 288,516.00
4402	Heating & Air Conditioner Contract		Service contract for heating and air: Siemens BAS Controls = ~\$16,800 Siemens HVAC contract =~ \$ 18,720 (anticipated increase due to inflation)	\$ 38,000.00	\$ 38,000.00	\$ 40,280.00	\$ 40,280.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 100,845.00	\$ 108,831.00	\$ 126,840.00	\$ 126,840.00
4521	Auto Liability		Provided by Finance	\$ 29,369.00	\$ 29,640.00	\$ 34,662.00	\$ 34,662.00
4543	Insurance Deductible Claims			\$ -			
4911	Subscriptions	Y	See schedule.	\$ 220.00	\$ -	\$ 220.00	\$ 220.00
4912	Fees & Dues	Y	See schedule.	\$ 12,515.00	\$ 12,506.76	\$ 16,771.76	\$ 16,771.76
4990	Equipment Expense		Includes equipment expenses not assigned to current line items, including new items: Canon DSLR Camera with 18-55mm - New CSS (\$480) 165 ft laser measurer - New CSS (\$130) Tripod - New CSS (\$165) Photo markers - New CSS (\$240) 55" Television (\$310) for IA with bracket (\$65) Photo markers - Replacement (\$430)	\$ 20,150.00	\$ 20,509.00	\$ 2,000.00	\$ 2,000.00
9561	Office Supplies		Office Supplies to include City envelopes, mailing labels, stationary, and calendars.	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Total Operating Expenditures				\$ 1,947,203.00	\$ 1,836,601.51	\$ 2,052,850.76	\$ 1,828,696.76
5189	HVAC		Chiller	\$ 180,000.00	\$ 180,000.00	\$ 250,000.00	\$ -
5190	Software-Capital Expense		Computer Aided Dispatch (CAD) Software	\$ 76,000.00	\$ 76,000.00	\$ -	\$ -
5400	Police Car Upfits		Equipment for (14) 2023 Chevy Tahoe = (\$17,678 x14) Equipment for (1) 2023 Dodge Charger ADMIN = \$11,288 Equipment for (1) 2023 Chevy Tahoe K9 = \$27,178 , GETAC VR-X20 In-Car Camera (14) @\$5,407.45 ea -New Vehicle Installs			\$ 361,663.00	\$ 194,184.00
5401	Administrative Car		2023 Chevrolet Tahoe PPV 2023 Dodge Charger Pursuit AWD	\$ 100,664.00	\$ 115,848.00	\$ 83,742.00	\$ 48,000.00
5404	Line Cars		(14) 2023 Chevrolet Tahoe PPV @ \$48,000 each		\$ -	\$ 672,000.00	\$ 336,000.00

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Police Department - 6121					
Division:		Police - 6121					
Dept. Head-Mike West							
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
5527	Miscellaneous Equipment		Security for Intelligence Room - Swipe card access \$6,800 Stalker MC360 Message Trailer (4'x8') (@\$22,684 each) (20) GETAC BC-03 Body Worn Cameras (\$68,695) Idemia LIVESCAN Fingerprint System (\$25,375) Mini Crime Scope (\$13,525) Latent Expert Workstation (\$40,900) (70) Streamlight TLR-1 Pistol Light and Level III Duty Holsters (\$21,984.50)	\$ 11,315.00	\$ 11,315.00	\$ 190,189.50	\$ -
5591	Portable Hand Held Radios		25 New Portable Radios and Accessories	\$ 92,169.00	\$ 100,000.00	\$ 120,819.00	\$ -
5695	Police Car Cameras		GETAC VR-X20 In-Car Camera (20) @ \$5,408 ea	\$ -	\$ -	\$ 108,160.00	\$ -
5816	Furnace/Electric Air Conditioner		2-ton split unit Air Conditioner for PD Server Room	\$ -	\$ -	\$ 14,000.00	\$ 14,000.00
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
Total Capital Outlay				\$ 460,148.00	\$ 483,163.00	\$ 1,800,573.50	\$ 592,184.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Police Department-Police Budget				\$ 10,721,020.00	\$ 10,482,615.76	\$ 12,966,023.47	\$ 11,156,272.56

CAPITAL OUTLAY Fiscal Year FY23-24														
Fund:		11-General Fund Dept. Head-Mike West												
Dept #:		Police Department - 6121												
Division:		Police - 6121												
		Current Asset Information							Replacement Asset Information					
		Maintenance Cost History												
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23
1	5404	A1219	2013 Chevrolet Caprice	\$ 27,181.00	\$ 3,500.00	\$ 1,814.00	\$ 829.00	\$ 4,547.00	N	7	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
2	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	7	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
3	5404	A1216	2013 Chevrolet Caprice	\$ 27,181.00	\$ 3,500.00	\$ 1,553.00	\$ 4,409.00	\$ 1,117.00	N	15	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
4	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	15	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
5	5404	A1217	2013 Chevrolet Caprice	\$ 27,181.00	\$ 4,500.00	\$ 2,409.00	\$ 2,012.00	\$ 1,558.00	N	17	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
6	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	17	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
7	5404	A1220	2013 Chevrolet Caprice	\$ 27,181.00	\$ 3,000.00	\$ 4,934.00	\$ 2,243.00	\$ 1,164.00	N	3	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
8	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	3	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
9	5404	A1206	2013 Chevrolet Caprice	\$ 27,181.00	\$ 3,000.00	\$ 2,408.00	\$ 1,488.00	\$ 3,478.00	N	6	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
10	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	6	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
11	5404	A1208	2013 Chevrolet Caprice	\$ 27,181.00	\$ 3,000.00	\$ 1,973.00	\$ 1,445.00	\$ 1,511.00	N	4	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
12	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	4	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
13	5404	A1211	2013 Chevrolet Caprice	\$ 27,181.00	\$ 3,000.00	\$ 3,448.00	\$ 2,097.00	\$ 2,693.00	N	2	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
14	5400		Emergency Equipment for 2013 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	2	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
15	5404	A1246	2014 Chevrolet Caprice	\$ 27,290.00	\$ 3,500.00	\$ 4,561.00	\$ 3,135.00	\$ 1,541.00	N	14	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
16	5400		Emergency Equipment for 2014 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	14	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ 17,678.00
17	5404	A1244	2014 Chevrolet Caprice	\$ 27,290.00	\$ 4,500.00	\$ 3,812.00	\$ 2,100.00	\$ 3,582.00	N	19	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
18	5400		Emergency Equipment for 2014 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	19	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
19	5404	A1260	2014 Chevrolet Caprice	\$ 27,455.00	\$ 3,500.00	\$ 3,805.00	\$ 5,104.00	\$ 720.00	N	16	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
20	5400		Emergency Equipment for 2014 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	16	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
21	5404	A1249	2014 Chevrolet Caprice	\$ 27,290.00	\$ 4,500.00	\$ 3,791.00	\$ 2,316.00	\$ 1,537.00	N	18	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
22	5400		Emergency Equipment for 2014 Chevrolet Caprice (A1249)		\$ 1,000.00				N	18	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
23	5404	A1259	2014 Chevrolet Caprice	\$ 27,455.00	\$ 3,500.00	\$ 2,664.00	\$ 1,443.00	\$ 1,610.00	N	17	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
24	5400		Emergency Equipment for 2014 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	17	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
25	5404	A1257	2014 Chevrolet Caprice	\$ 27,455.00	\$ 4,500.00	\$ 1,126.00	\$ 1,806.00	\$ 2,313.00	N	21	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
26	5400		Emergency Equipment for 2014 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	21	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
27	5404	A1282	2015 Chevrolet Caprice	\$ 27,616.00	\$ 4,000.00	\$ 1,444.00	\$ 1,198.00	\$ 748.00	N	20	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ -
28	5400		Emergency Equipment for 2015 Chevrolet Caprice	\$ 8,000.00	\$ 1,000.00				N	20	Equipment for 2023 Chevy Tahoe	New vehicle install	\$ 17,678.00	\$ -
29	5401	B1163	2010 Chevrolet Tahoe	\$ 24,848.00	\$ 4,200.00	\$ 1,346.00	\$ 1,451.00	\$ 1,451.00	N	5	2023 Chevrolet Tahoe PPV	End of Service Life	\$ 48,000.00	\$ 48,000.00
30	5400		Emergency Equipment for 2010 Chevrolet Tahoe (B1163)	\$ 8,000.00	\$ 1,000.00				N	5	Equipment for 2023 Chevy Tahoe K9	New vehicle install	\$ 27,178.00	\$ 27,178.00

CAPITAL OUTLAY					Fiscal Year FY23-24											
Fund:		11-General Fund		Dept. Head-Mike West												
Dept #:		Police Department - 6121														
Division:		Police - 6121														
		Current Asset Information							Replacement Asset Information							
		Maintenance Cost History														
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23		
31	5401	A1054	2006 Ford Taurus	\$ 12,749.00	\$ 1,200.00	\$ 1,301.00	\$ 158.00	\$ 14.00	N	13	2023 Dodge Charger Pursuit AWD	End of Service Life	\$ 35,742.00	\$ -		
32	5400		Emergency Equipment for 2006 Ford Taurus (A1054)	\$ 4,500.00	\$ 1,000.00				N	13	Equipment for Dodge Charger Pursuit AWD	New vehicle install	\$ 11,288.00	\$ -		
33	5400	NA		\$ -	\$ -				N	1	GETAC VR-X20 In-Car Camera (14) @ \$5,407.45 ea	New vehicle installs	\$ 75,705.00	\$ 43,260.00		
34	5527	NA		\$ -	\$ -				N	26	Security access for Intelligence Room - Swipe card access	New Installation	\$ 6,800.00	\$ -		
35	5527	NA	2019 MPH Industries StreetScout Speed Trailer	\$ 7,279.00	\$ 1,200.00				N	24	Stalker MC360 Message Trailer (4'x8') @\$22,684 each	Current speed trailer requires constant repairs	\$ 45,369.00	\$ -		
36	5695	NA	Digital Ally DVM 800 In-Car Cameras (@\$2700 each)	\$ 54,000.00	\$ 2,000.00				N	10	GETAC VR-X20 In-Car Camera (20) @ \$5,408 ea	Replacing outdated and inoperable in-car cameras	\$ 108,160.00	\$ -		
37	5527	NA	GETAC Body Worn Cameras (@\$1700 each)	\$ 34,000.00	\$ 10,000.00				N	9	GETAC BC-03 BWC 20 @ \$3,434.75 ec	Replacing outdated and inoperable body worn cameras	\$ 68,695.00	\$ -		
38	5189	NA	Carrier Chiller	\$ 105,750.00	\$ 5,000.00				N	11	Chiller	Replacing a 12yr old Chiller that has consistently needed costly repairs	\$ 250,000.00	\$ -		
39	5527	NA		\$ -	\$ -				N	23	Idemia LIVESCAN System	Tenprint/palm capture system	\$ 24,384.00	\$ -		
40	5527	NA		\$ -	\$ -				N	25	Mini Crime Scope	Alternate Light Source for detection and visualtization of biological evidence	\$ 13,525.00	\$ -		
41	5527	NA		\$ -	\$ -				N	22	(4) Fox Fury Nomad 360 Scene Light @\$2,357.99 each	Portable Crime Scene Lighting	\$ 9,432.00	\$ -		
42	5591	NA	(25) Harris XG 75 Portable Radios	\$ 65,000.00	\$ 12,500.00				N	8	(25) Viking VP 8000 Portable Radios @\$4,832.76 ea	Protobale Radios	\$ 120,819.00	\$ -		
43	5527	NA		\$ -	\$ -				N	12	(70) Streamlight TLR-1 Pistol Light @ \$126.55 each, (70) Safariland 6360 ALS/SLS Mid Rise, Level III Duty Holster @ \$187.00 each	Officer safety during high risk, low light searches	\$ 21,984.50	\$ -		
44	5816	NA	Server Room Air Conditioner	\$ 2,500.00	\$ 500.00				N	27	2-ton split unit Air Conditioner	AC for server room in PD building	\$ 14,000.00	\$ 14,000.00		
45																
Total Capital Outlay Request				\$ 804,744.00	\$ 104,100	\$ 42,389	\$ 33,234	\$ 29,584							\$ 1,800,574	\$ 592,184.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 1991 Consultant Fees

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Assessment for anticipated Command Staff vacancy(s)	\$ -	\$ 22,825.00	\$ 25,000.00	\$ 25,000.00
2	Structural Engineering Study of Building	\$ 15,000.00	\$ 15,000.00		
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 15,000.00	\$ 37,825.00	\$ 25,000.00	\$ 25,000.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	11-General Fund		Dept. Head-Mike West			
Dept #:	Police Department - 6121					
Division:	Police - 6121					
Account:	2323 Training					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	One Solution Conference - Support Services - 3 people \$550	\$ -		\$ 1,650.00	\$ 1,650.00
2	NC Internal Affairs Conference - Registration for IA Sgt (\$250/person)	\$ 175.00	\$ 225.00	\$ 500.00	\$ 500.00
3	CALEA Conference Registration (\$760/person)	\$ -		\$ 1,520.00	\$ 1,520.00
4	Power DMS Ignite Conferenc Registration (\$900/person) - CALEA	\$ 900.00		\$ 900.00	\$ 900.00
5	NCLE Officer's Association (1 emp/\$65)	MOVED		\$ 65.00	\$ 65.00
6	Children's Advocacy Conference (1 registration - Invest.) \$600	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
7	NC Juvenile Officers's Association (1 emp) \$150	MOVED	\$ 150.00	\$ 150.00	\$ 150.00
8	Fingerprint Classification Sirchie (1 person/\$650)	\$ -		\$ 650.00	\$ 650.00
9	Police Management Development (1 Officer = \$500)	\$ 500.00		\$ 500.00	\$ 500.00
10	AOMP (Tuition for 2 positions; \$6567x2)	\$ 13,134.00	\$ 13,134.00	\$ 13,134.00	\$ 13,134.00
11	NC Association of Chiefs of Police Conference Registration for 2x\$175 = \$350)	\$ 350.00		\$ 350.00	\$ 350.00
12	Emergency Response Training \$2000	\$ 5,000.00	\$ 150.00	\$ 2,000.00	\$ 2,000.00
13	NC Law Enforcement Training Officers Association Conference Registration (2x\$75 = \$125)	\$ 100.00		\$ 125.00	\$ 125.00
14		MOVED		\$ 395.00	\$ 395.00
15	Crime Analysis (International Association of Crime Analysts) x2 (online) \$395/class	MOVED		\$ 790.00	\$ 790.00
16	Shotgun Amorer's School (3 pp - 2 days) \$404	\$ 404.00		\$ 404.00	\$ 404.00
17	AR Platform Armorers Course (2x \$255)	\$ 510.00		\$ 510.00	\$ 510.00
18		MOVED			
19	Taser instructor Recertification (2x\$375)	\$ 750.00	\$ 229.00	\$ 750.00	\$ 750.00
20	Crowd Control/Cold Case/Drug Enforce/DOJ Workshops \$3000	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00
21	FBI Academy (1 officer) \$1000	\$ -		\$ 1,000.00	\$ 1,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 2323 Training

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
22	NC Association of Identification Conference Registration for 2x\$140 = \$280) - CSU	\$ 280.00	\$ 390.00	\$ 420.00	\$ 420.00
23	Glock Instructor Workshop (2 pp - \$500 reg)	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00
24	Promotional Assessments (1 assessment @ \$950 x 5)	\$ -	\$ 380.66	\$ 4,750.00	\$ 4,750.00
25	Glock Adv. Armorers Course (3 officers) \$800	\$ 800.00		\$ 800.00	\$ 800.00
26	Misc. Training - Administration/Training Office \$4000	\$ 4,000.00	\$ 4,032.39	\$ 4,000.00	\$ 4,000.00
27		MOVED			
28	OCEDTF Conference Registration \$1200	\$ 1,200.00	\$ 1,081.50	\$ 1,805.00	\$ 1,805.00
29	CJIN/DCI Mobile Data Terminal Certifications - New Officers	MOVED			
30	NC Firearms Instructors Conference (Conference Registration for 4x\$175=\$700)	\$ 350.00		\$ 350.00	\$ 350.00
31	NC Police Executives Association Conference Registration for 2x\$165 = \$330)	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00
32	Glock armorer Course (2x\$250)	\$ 500.00	\$ 82.59	\$ 500.00	\$ 500.00
33	NCLEPAA (Conference Registration (\$80x4 = \$320) for 4	\$ -	\$ 290.00	\$ 580.00	\$ 580.00
34	NC Reentry Conference	MOVED	\$ 250.00	\$ 250.00	\$ 250.00
35	NCLE Torch Run Conf	MOVED	\$ 75.00	\$ 75.00	\$ 75.00
36	NC School Directors Conference Fee 1 person	MOVED	\$ 110.00	\$ 110.00	\$ 110.00
37		MOVED			
38		MOVED			
39	K-9 Conference (4 pp - 4 days) Registration (4x\$315= 1260)	\$ 4,000.00		\$ 1,260.00	\$ 1,260.00
40	NC Gang Investigator's Association Conference Registration (4x\$250= 1000)	\$ 500.00		\$ 1,000.00	\$ 1,000.00
41	Virtual Crime Scene Processing and Photography hosted by Sirchie (\$650.00 x 2= \$1300)	\$ 1,300.00		\$ 1,300.00	\$ 1,300.00
42	Leadership Development for Law Enforcement Managers (x 2)	MOVED	\$ 40.00	MOVED to 3121	

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 2323 Training

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
43		MOVED		\$ 510.00	\$ 510.00
44	Ocean Systems (Forensic Digital Solutions) training. FVA-101. (2 x \$1,495.00 = \$2990.00)	\$ 2,990.00		\$ 2,990.00	\$ 2,990.00
45	National Forensic Academy at University of Tennessee. 1 Employee 10 weeks/Tuition + Lodging (\$11,500)	\$ -		\$ 11,500.00	\$ 11,500.00
46		MOVED			
47	Community Oriented Policing (10x\$16=\$160)	\$ 160.00	\$ 32.00	\$ 320.00	\$ 320.00
48	NC Child Abuse Intervention Training (1 pp x 3 days) \$823	\$ 823.00		\$ 823.00	\$ 823.00
49		MOVED			
50		MOVED			
51		MOVED			
52	IAI Certification Prep, Testing & Materials (4 officers) \$5630	\$ -		\$ 5,630.00	\$ 5,630.00
53	Crime Prevention (2 pp x 5 days) \$200	\$ 200.00		\$ 450.00	\$ 450.00
54	Fingerprint Classification Sirchie (1 person x 650)	\$ 650.00		\$ 650.00	\$ 650.00
55	NC Law Enforcement Women's Association Conf. Registration (2x\$150)	\$ 300.00	\$ 125.00	\$ 300.00	\$ 300.00
56	FTA Alcohol Testing (1 person - 1 day)	MOVED			
57		MOVED			
58		MOVED			
59	Cellebrite Certified Operator Training (2 people)	MOVED			
60	Cellebrite Certified Operator Recertification (2 ppl)	MOVED			
61	IPMBA Police Cyclist Course (5 ppl - 5 days)	MOVED			
62	Crisis Negotiator School (\$750x2=\$1500)	MOVED	\$ 575.00	\$ 1,500.00	\$ 1,500.00
63	Street Cop Training (4pplx\$600)	\$ 1,200.00		\$ 1,200.00	\$ 1,200.00
64	NC Traffic Safety Conference 5x\$150 Registration (new)	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
65	Cell Phone Analysis (2 persons - 3 days)	MOVED			

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 2323 Training

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
66	International Conference of Police Chaplains Conference Registration for Chaplain = \$250	\$ 250.00		\$ 250.00	\$ 250.00
67	K9 Supervisor School - Online (\$239)	\$ 239.00		\$ 239.00	\$ 239.00
68	NCLEAN Conference Registration (2x\$50)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
69	Basic Narcotics Investigation (4 persons - 5 days)	\$ -			
70	NC Association of School Resource Officers (Conference Registration for 3x\$275 = \$825)	\$ 825.00		\$ 900.00	\$ 900.00
71	NHTSA Child Passenger Safety Technician (Class Registration for 6x\$95 = \$570)	\$ 570.00		\$ 570.00	\$ 570.00
72	NC Association Property & Evidence Conference Registration for Spring & Fall for 2 each = 4x\$40 = \$160)	\$ 160.00	\$ 180.00	\$ 225.00	\$ 225.00
73	International Association of Identification Conference Registration for 2 (\$395x2 = \$790) - CSU	\$ 790.00		\$ 1,194.00	\$ 1,194.00
74	G.R.E.A.T. Training (1 emp - 10 days) \$495	\$ -			
75	NC Narcotics Enforcement Officers Associaton Registration 4x\$225	\$ 900.00	\$ 775.00	\$ 1,125.00	\$ 1,125.00
76	Cut #1 - CM 4/24/2023 - Line not specified				\$ (30,000.00)
77	Cut #2 - DH 4/28/2023 - Line not specified				\$ (15,000.00)
78					
	Total - 2323 Training	\$ 50,590.00	\$ 24,087.14	\$ 78,749.00	\$ 33,749.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 3121 Travel

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	One Solution Conference (3x\$2000)	\$ -		\$ 6,000.00	\$ 6,000.00
2	NC Internal Affairs Conference - (\$1000/person)	\$ 1,805.00	\$ 781.82	\$ 2,000.00	\$ 2,000.00
3	NC Assn for Property & Evidence (2 emp - 3 days x 5) \$1000/person	\$ 2,650.00	\$ 1,459.04	\$ 5,000.00	\$ 5,000.00
4	International Assn of Identification Conference (3ppl) \$1200/person	\$ 3,794.00		\$ 3,600.00	\$ 3,600.00
5	NCLE Women's Association (2 emp - 5 days) \$1100	\$ -		\$ 1,100.00	\$ 1,100.00
6	NC Crime Prevention Conf (3 emp - 4 days -) total \$2500	\$ 1,500.00	\$ 22.67	\$ 2,500.00	\$ 2,500.00
7	NCLE Officer's Association (1 emp - 4 days) \$500	\$ -		\$ 500.00	\$ 500.00
8	NC Narcotics Enforcement Officer's Conf. Training (5 emp - 4 days) \$1000/person	\$ 2,125.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
9	NC Assn of Chiefs of Police (2 emp x3 daysx2) \$2125	\$ 2,200.00		\$ 2,200.00	\$ 2,200.00
10	DCI Seminars/TAC Meeting (2 emp - quarterly) \$2000	\$ 528.00		\$ 528.00	\$ 528.00
11	NC Juvenile Officers's Association (1 emp - 5 days - Invest) \$1140	\$ -	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00
12	NCLE Training Officers Assn Conf. (2 emp - 4 days) \$1608	\$ 1,608.00		\$ 1,608.00	\$ 1,608.00
13	NC Police Executive Assn. Conf. (2 emp - 4 days) \$2500	\$ 2,500.00	\$ 995.51	\$ 2,500.00	\$ 2,500.00
14	Standard Field Sobriety Testing (15 x 3 days) Initial	\$ 720.00		\$ 720.00	\$ 720.00
15	G.R.E.A.T. Training (1 emp - 10 days) \$2000	\$ -		\$ -	\$ -
16	NCJA Firearms Instructor Conference (4 emp - 3 days) \$816	\$ 408.00	\$ 300.00	\$ 408.00	\$ 408.00
17	Basic Latent Print Comparison (2x\$365)	\$ 730.00		\$ 730.00	\$ 730.00
18	FTO Instructor/Advanced Training (8 officers - 5 days = \$80ea.)	\$ 640.00	\$ 400.00	\$ 640.00	\$ 640.00
19	Administrative Officers Mgmt Prog. Conf. (2 emp - 4 days) \$1500	\$ -		\$ 3,000.00	\$ 3,000.00
20	Crime Prevention Fairs (2 emp - 4 days) \$900	\$ 900.00	\$ 22.67	\$ 900.00	\$ 900.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 3121 Travel

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
21	NC School Director's Conference (2 emp - 4 days) \$804	\$ 402.00	\$ 210.38	\$ 402.00	\$ 402.00
22	NC Polygraph Assn. Conference Assn. (1 emp - 2 days) \$180	\$ -		\$ -	\$ -
23	International Assn of Arson Investigators (1 emp - 5 days) \$500	\$ -		\$ -	\$ -
24	NC Community Watch Assn. (2 emp x \$6 x 8 times) \$48	\$ 48.00		\$ 48.00	\$ 48.00
25	NCLE Planners & Analysts Assn Trng Conf (4 emp x 4 days) \$750/persn	\$ -	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
26	NC Gang Investigators Assn. (4 emp - 3 days) \$500/person	\$ 850.00		\$ 2,000.00	\$ 2,000.00
27	NC Assn for Identification Conference (3 emp - 4 days) \$750/person	\$ 704.00	\$ 545.34	\$ 2,250.00	\$ 2,250.00
28	NC Homicide Invest. Assn Conference (3 emp - 3 days) \$500/person	\$ 555.00		\$ 1,500.00	\$ 1,500.00
29	Crime Stoppers Police Coord. State Conf (1 emp - 5 days) \$320	\$ 320.00	\$ 320.00	\$ 320.00	\$ 320.00
30	National Police Officers Memorial Week (4 Hon Grd - 4 days) \$1294/person	\$ -		\$ 5,176.00	\$ 5,176.00
31	Investigations (Misc. out of town expenses) \$400	\$ 400.00	\$ 119.29	\$ 400.00	\$ 400.00
32	Organized Crime Drug Enforce. Task Force Conference \$1600	\$ 1,300.00	\$ 553.68	\$ 1,600.00	\$ 1,600.00
33	Field Liason Officer Training Workshop (1 emp - 4 days) \$628	\$ 628.00		\$ 628.00	\$ 628.00
34	NC School Resource Officer Trng Conf (3 emp - 4 days) \$690	\$ 690.00	\$ 421.86	\$ 690.00	\$ 690.00
35	CALEA Conference (2 emp - 5 days) \$3280	\$ -		\$ 3,280.00	\$ 3,280.00
36	NCLEAN Conference (2 emp - 3 days - CALEA) \$1775	\$ 1,775.00	\$ 1,394.94	\$ 1,775.00	\$ 1,775.00
37	NCLEAN Meetings (1 emp - 5 per year - CALEA) \$500	\$ 500.00	\$ 161.15	\$ 500.00	\$ 500.00
38	Criminal Justice Instructor's Training (4 pp/10 days) \$225/person	\$ 556.00	\$ 650.00	\$ 900.00	\$ 900.00
39	Power DMS Ignite Conf. (1 emp - 4 days - CALEA) \$1240	\$ 1,240.00		\$ 1,740.00	\$ 1,740.00
40	Forensic Analysis and Ballistic Math 3x \$500	\$ 730.00		\$ 500.00	\$ 500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 3121 Travel

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
41	NC Traffic Safety Conference 5x\$575	\$ 2,625.00	\$ 557.20	\$ 2,875.00	\$ 2,875.00
42	Expenses for out of town applicants/assessors \$300	\$ 300.00		\$ 300.00	\$ 300.00
43	Misc. Vehicle Rentals - Training/Meetings \$500	\$ 500.00		\$ 500.00	\$ 500.00
44	International Conf. of Police Chaplains -1 chaplain x 4 days \$433	\$ 433.00		\$ 433.00	\$ 433.00
45	Children's Advocacy Conference (1 emp - 3 days - Invest) \$733	\$ 733.00	\$ 733.00	\$ 733.00	\$ 733.00
46	Polygraph Examiners Training (1 emp - Inv. - 51 days) \$5610	\$ -		\$ -	\$ -
47	Standard Field Sobriety Testing Refresher (15 x 1 day)			\$ 240.00	\$ 240.00
48	Intoxilyzer initial and Recertification (20 emp x 1 day) \$320	\$ 320.00	\$ 90.91	\$ 320.00	\$ 320.00
49	Law Enforcement Management Institute (LEMI) 1x \$450	\$ 1,232.00	\$ 546.93	\$ 1,350.00	\$ 1,350.00
50	Advanced Roadside Impairment (4 pp x 2 days x 16) \$128	\$ 128.00		\$ 128.00	\$ 128.00
51	Grade Crossing Collision Investigation (5 officers x 3 days) \$750	\$ -		\$ -	\$ -
52	Preliminary Criminal Investigations (4 pp - 3 days) \$320	\$ 320.00		\$ 320.00	\$ 320.00
53	Death & Crime Scene Management - 1st responders (2 pp) \$32	\$ 32.00		\$ 32.00	\$ 32.00
54	DWI Detection Testing (14 Officers - 4 days) \$896	\$ 896.00	\$ 272.87	\$ 896.00	\$ 896.00
55	First Line Supervision (8 officers x 5 days x \$16)	\$ 640.00	\$ 160.00	\$ 640.00	\$ 640.00
56	Managing Encounters w/the mentally ill (5 officers x 3 days) \$240	\$ 240.00		\$ 240.00	\$ 240.00
57	Mandatory K-9 Officers Recertification (4 pp x 3 days) \$3200	\$ 3,200.00	\$ 740.88	\$ 3,200.00	\$ 3,200.00
58	Radar Operator Certification (8 pp/x5 days= \$1000)	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00
59	Drug Enforcement - Patrol Officers (8 officers x 3 days) \$384	\$ 384.00	\$ 84.51	\$ 384.00	\$ 384.00
60	Interview & Interrogation School (6 officers x 5 days) \$480	\$ 480.00	\$ 80.00	\$ 480.00	\$ 480.00
61	Mandated Radar/Lidar Recertification (8pplx2days = \$616)	\$ 616.00	\$ 128.00	\$ 320.00	\$ 320.00
62	Traffic Enforcement & Investigative Training \$1792	\$ -		\$ -	\$ -
63	Forensic Analysis of Shooting Scene \$1182	\$ 1,182.00		\$ 1,182.00	\$ 1,182.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 3121 Travel

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
64	Advanced Interview & Interrogation (1 pp x 5 days) \$487	\$ 487.00		\$ 487.00	\$ 487.00
65	Forensic Analysis of Blood Stain Patterns (2x\$365)	\$ 730.00		\$ 730.00	\$ 730.00
66	Fingerprint Classification Sirchie (1 person x 5 days) \$1007	\$ 1,007.00		\$ 1,007.00	\$ 1,007.00
67	Evidence Collection Accelerated Training (1 person - 5 days) \$750	\$ 750.00		\$ 750.00	\$ 750.00
68	Sexual Assault Investigation (2 officers x 6 days)	\$ 192.00		\$ 192.00	\$ 192.00
69	Child Death Investigation (6 person x 2 day x\$16 = \$192)	\$ 192.00	\$ 32.00	\$ 192.00	\$ 192.00
70	NCJA Firearms Instructor Training (4 emp) \$216	\$ 1,830.00	\$ 734.00	\$ 600.00	\$ 600.00
71	Street Cop Training (4pplx7 days) \$1465/person	\$ 2,930.00		\$ 2,930.00	\$ 2,930.00
72	Fugitive Apprehension (1x 5days) SEU \$150	\$ 150.00	\$ 80.00	\$ 160.00	\$ 160.00
73	Voice Stress Analyzer (CVSA) Training (meals and fuel) \$175	\$ 175.00		\$ 175.00	\$ 175.00
74	Ocean Systems (Forensic Digital Solutons) trains. 2 emp 5 days-5 nights \$2740	\$ 2,740.00		\$ 2,740.00	\$ 2,740.00
75	National Forensic Academy at University of Tennessee. 1 Employee 10 weeks/Per deim and fuel \$4170			\$ 4,170.00	\$ 4,170.00
76	Police Law Institute (8 officers - 10 days = \$378ea.)		\$ 640.00	\$ 3,024.00	\$ 3,024.00
77	Crisis Intervention Training (8 x \$80)		\$ 80.00	\$ 640.00	\$ 640.00
78	Drug Diversion Investigator Training (NADDI)				
79	DWI Detection Testing (14 Officers - 4 days)				
80	ICS 300 (\$130/person)		\$ 260.00	\$ 520.00	\$ 520.00
81	Body Language and Behavioral (1 person - 1 day)		\$ 48.00	\$ 48.00	\$ 48.00
82	Basic SWAT (1/\$80)		\$ 160.00	\$ 320.00	\$ 320.00
83	Basic K-9 School (1 person - 22 days)		\$ 489.00	\$ 500.00	\$ 500.00
84	K-9 Conference (4 pp - 4 days) x\$750/person			\$ 3,000.00	\$ 3,000.00
85	Suicide Investigation (\$32/person)		\$ 64.00	\$ 128.00	\$ 128.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 3121 Travel

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
86	Drug Recognition Expert Evaluation and Testing (\$16x3 days)		\$ 50.00	\$ 50.00	\$ 50.00
87	School Resource Officer Training (2 pp x 5 days) = \$474/person			\$ 948.00	\$ 948.00
88	Drug Recognition Expert In-Service Training (3 days x \$51 x 4)		\$ 200.00	\$ 612.00	\$ 612.00
89	NCJA Crime Scene Inv. Training/Seminar (4 x \$1344 = \$5376)			\$ 5,376.00	\$ 5,376.00
90	Hotel/Motel Drug Training (1 person - 1 day)		\$ 16.00	\$ 16.00	\$ 16.00
91	Emergency Response Training (\$3000)		\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
92	G.R.E.A.T. Refresher Training (1 emp)				
93	FBI National Academy (1 emp) = \$1,000.00			\$ 1,000.00	\$ 1,000.00
94	FTA Alcohol Testing (1 person - 1 day)		\$ 16.00	\$ 16.00	\$ 16.00
95	Fugitive Man Hunt (1 person - 5 days)		\$ 320.00		
96	Basic Tactical Shield (1 person - 2 days)		\$ 32.00	\$ 32.00	\$ 32.00
97	Cell Phone Analysis (2 persons - 3 days) (2 x \$48 = \$96)		\$ 96.00	\$ 96.00	\$ 96.00
98	Basic Narcotics Investigation (4 persons - 5 days) (80 x 4 = \$320)		\$ 400.00	\$ 400.00	\$ 400.00
99	Formula error did not include lines 83-107		\$ (4,371.00)	\$ (19,726.00)	\$ (19,726.00)
100	Cut #1 CM 4/24/2023 (line not specified)				\$ (50,000.00)
101	Cut #2 DH 4/28/2023 (ine not specified)				\$ (10,154.00)
102					
103					
	Total - 3121 Travel	\$ 59,250.00	\$ 18,238.65	\$ 96,489.00	\$ 36,335.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 4221 Software License Fees

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	One Solution RMS Fee = \$37,000	\$ 166,600.00	\$ 34,600.00	\$ 37,600.00	\$ 37,600.00
2	Computer Aided Dispatch (CAD) Software = \$76,000		\$ 76,000.00	\$ 76,000.00	\$ 76,000.00
3	GETAC Licensing and Maintenance (In-Car/BWC) = \$19,726		\$ 19,726.00	\$ 19,726.00	\$ 19,726.00
4	PadTrax (Property/Evidence Inventory System) = \$10,985		\$ 10,985.00	\$ 10,985.00	\$ 10,985.00
5	Leads Online PowerPlus Investigation System = \$14,495		\$ 14,495.00	\$ 14,495.00	\$ 14,495.00
6	Tsunami Cameras- Annual Lease/Data Plan = \$39,000		\$ 39,000.00	\$ 39,000.00	\$ 39,000.00
7	North Carolina SBI for network database access = \$20,292		\$ 20,292.00	\$ 20,292.00	\$ 20,292.00
8	PowerDMS Document Management Software = \$6,300		\$ 6,300.00	\$ 6,300.00	\$ 6,300.00
9	AFIX Tracker = \$6,383		\$ 6,383.00	\$ 6,383.00	\$ 6,383.00
10	GreyKey Mobile Forensics = \$29,835		\$ 29,835.00	\$ 29,835.00	\$ 29,835.00
11	CrimeStoppers Navigate 360 = \$700		\$ 700.00	\$ 700.00	\$ 700.00
12	Sur Tec, Inc Casper Phone Surveillance System \$3,000		\$ 2,963.00	\$ 3,000.00	\$ 3,000.00
13	e-Crash \$3,000		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
14	Lexis Nexis (@\$250/month)		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
15	Central Square Interface for e-Crash		\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
16	Equifax		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
17					
18					
	Total - 4221 Software License Fees	\$ 166,600.00	\$ 285,479.00	\$ 288,516.00	\$ 288,516.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 4911 Subscriptions

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Search and Seizue Bulletin	\$ 90.00		\$ 90.00	
2	BRB Publications - Online Records Research System	\$ 130.00		\$ 130.00	\$ 90.00
3					\$ 130.00
4					
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 220.00	\$ -	\$ 220.00	\$ 220.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 4912 Fees & Dues

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	National Association of Town Watch (NATW) M. Davis	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
2	NC Internal Affairs Investigators Association (Dues \$50)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
3	National Internal Affairs Investigators Assoc. (Dues IA Sgt \$40)	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
4	NC Law Enforcement Women's Association (Dues 2x\$25= \$50)	\$ 50.00	\$ 25.00	\$ 50.00	\$ 50.00
5	NC Crime Prevention Officers Association (Dues & Conferenece Reg. for 3 Cpl.)	\$ 300.00		\$ 120.00	\$ 120.00
6	NC Law Enforcment Officers Association (Dues \$35 & Conference Registration for 1 Captain \$40)	\$ 75.00		\$ 35.00	\$ 35.00
7	NC Narcotics Enforcement Officers Associaton (Dues 5x\$35= \$175)	\$ 175.00	\$ 105.00	\$175	\$ 175.00
8	Organized Crime Drug Enforcement Task Force (Registration for 4 Vice Officers 4x\$290 = \$1160 and 1 ATF Task Force \$290) MOVED	MOVED	\$ -	\$ 50.00	\$ 50.00
9	DCI Seminar - Dues & Conference for 2 TAC	\$ 195.00		\$ 195.00	\$ 195.00
10	NC Law Enforcement Training Officers Association (Dues 2x\$25=\$50)	\$ 50.00		\$50	\$ 50.00
11	International Association of Crime Analysts	\$ 100.00	Moved	\$ 25.00	\$ 25.00
12		\$ -			
13	National Tactical Officers Association - Dues for ERT Membership	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
14	NC Association of Chiefs of Police (Dues for Chief (\$150) & 3 Majors (3x\$100 = \$300)	\$ 450.00	\$ 500.00	\$ 500.00	\$ 500.00
15	NC Police Executives Association (Dept. Dues (\$250 per agency)	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
16	International Association of Chiefs of Police (Dues Chief & 3 Majors \$190x4 = 760)	\$ 760.00	\$ 570.00	\$ 760.00	\$ 760.00
17	National Association of Chiefs of Police (Dues for Chief = \$60)	\$ 60.00		\$ 60.00	\$ 60.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 4912 Fees & Dues

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
18	NC Gang Investigator's Association (Dues (4x\$40=\$160)	\$ 160.00		\$ 160.00	\$ 160.00
19	NC Community Watch Association (Dues for 3 CP Cpl) \$47/agency for National	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00
20		\$ 160.00	Moved		
21	NC Juvenile Officers Association (Dues \$30)	\$ 30.00	\$ -	\$ 30.00	\$ 30.00
22	Administrative Officers Management Program (Alumni Association Dues for Chief & 5 others \$35x6= \$210)	\$ 210.00	\$ 175.00	\$ 175.00	\$ 175.00
23		\$ 1,040.00	deleted		
24	International Association of Arson Investigators (Dues = \$75 for Arson Investigator)	\$ 75.00		\$ 75.00	\$ 75.00
25	NC Homicide Investigators Association (Dues 4x\$20 = 80)	\$ 80.00		\$ 80.00	\$ 80.00
26		MOVED			
27		MOVED			
28	International Society of Crime Prevention (Dues for 3x \$35 = \$105)	\$ 105.00		\$ 105.00	\$ 105.00
29	NC International Association Property & Evidence (Dues for 4 x\$35 = \$140) CSU	\$ 140.00	\$ 60.00	\$ 175.00	\$ 175.00
30	International Association of Identification Dues for 4 (\$80x4 = \$320) - CSU	\$ 320.00		\$ 400.00	\$ 400.00
31	NC Association of Identification (Dues for 4 (\$35x4 = \$140) CSU	\$ 140.00	\$ 60.00	\$ 175.00	\$ 175.00
32	NCLEAN (Dues (\$35x2 = \$70) - CALEA	\$ 70.00	\$ 75.00	\$ 70.00	\$ 70.00
33	NCLEPAA (Dues (\$45x4 = 180) for 4	\$ 180.00	\$ 45.00	\$ 90.00	\$ 90.00
34	International Conference of Police Chaplains (Dues (\$125)	\$ 125.00		\$ 125.00	\$ 125.00
35	Miscellaneous dues (IACPnet, CALEA, Sam's club)	\$ 6,000.00			
36					
37	NCLEA On-Site Accrediation Visit NCLEA Assessors (Triennially)			\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: Police - 6121
Account: 4912 Fees & Dues

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
38	CALEA On-site Accreditation Visist - CALEA assessors (Quadrenially)				
39	Family Concepts Ltd (Elementary School book contract)	\$ 593.00	\$ 329.76	\$ 329.76	\$ 329.76
40	NCIADLEST			\$ 700.00	\$ 700.00
41	Wayne County Chamber Luncheon		\$ 25.00	\$ 25.00	\$ 25.00
42	Military Affairs Committee		\$ 300.00	\$ 300.00	\$ 300.00
43	Sam's club		\$ 45.00	\$ 45.00	\$ 45.00
44	IACPnet		\$ 1,225.00	\$ 1,225.00	\$ 1,225.00
45	CALEA Annual Dues		\$ 4,595.00	\$ 4,595.00	\$ 4,595.00
46	WCLEOA Range		\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
47					
48					
49					
50					
	Total - 4912 Fees & Dues	\$ 12,515.00	\$ 12,506.76	\$ 16,771.76	\$ 16,771.76

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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

EXPENDITURE SHEET **Fiscal Year FY23-24**
Fund: **11-General Fund**
Dept #: **7310 Finance**
Division: **7310 Agency/Special Expense**

Dept. Head **Catherine Gwynn**

~ = Division by Zero

* = Change < \$500

Purple Cell-Finance Input

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
4932	Literacy Connections of Wayne Co.	\$ 11,000.00		\$ -	\$ -	\$ -	*	\$ -	*
4980	Rebuilding Broken Places	\$ 15,500.00		\$ -	\$ -	\$ -	*	\$ -	*
4981	HGDC Community Crisis Center	\$ 6,500.00		\$ -	\$ -	\$ -	*	\$ -	*
6801	Agency Supp-4 Day Movement		\$ -	\$ 7,398.00	\$ 7,398.00	\$ -	*	\$ -	*
6802	Agency Supp-Arts Council		\$ -	\$ 18,896.00	\$ 18,896.00	\$ -	*	\$ -	*
6803	Agency Supp-Boys & Girls Club		\$ -	\$ 13,533.00	\$ 13,533.00	\$ -	*	\$ -	*
6804	Agency Supp-Communities in Schools		\$ -	\$ 13,033.00	\$ 13,033.00	\$ -	*	\$ -	*
6805	Agency Supp-Freedom Fam Youth Uhuru		\$ -	\$ 3,815.00	\$ 3,815.00	\$ -	*	\$ -	*
6806	Agency Supp-HGDC Community Crisis		\$ -	\$ 7,086.00	\$ 7,086.00	\$ -	*	\$ -	*
6807	Agency Supp-Literacy Connections		\$ -	\$ 9,601.00	\$ 9,601.00	\$ -	*	\$ -	*
6808	Agency Supp-MLFL		\$ -	\$ 4,231.00	\$ 4,231.00	\$ -	*	\$ -	*
6809	Agency Supp-Passionate Beginnings		\$ -	\$ 3,898.00	\$ 3,898.00	\$ -	*	\$ -	*
6810	Agency Supp-Rebuilding Broken Place		\$ -	\$ 13,616.00	\$ 13,616.00	\$ -	*	\$ -	*
6811	Agency Supp-Vision of David		\$ -	\$ 4,065.00	\$ 4,065.00	\$ -	*	\$ -	*
6812	Agency Supp-W.A.T.C.H.		\$ -	\$ 14,981.00	\$ 14,981.00	\$ -	*	\$ -	*
6813	Agency Supp-W.I.S.H.		\$ -	\$ 11,518.00	\$ 11,518.00	\$ -	*	\$ -	*
6814	Agency Supp-WAGES		\$ -	\$ 10,148.00	\$ 10,148.00	\$ -	*	\$ -	*
6815	Agency Supp-Warm Body Warm Soul		\$ -	\$ 5,231.00	\$ 5,231.00	\$ -	*	\$ -	*
6816	Agency Supp-Wayne County Museum		\$ -	\$ 13,783.00	\$ 13,783.00	\$ -	*	\$ -	*
6817	Agency Supp-Wayne Preg Ctr/Cry Free		\$ -	\$ 2,315.00	\$ 2,315.00	\$ -	*	\$ -	*
6818	Agency Supp-Waynesborough Model RR		\$ -	\$ 1,481.00	\$ 1,481.00	\$ -	*	\$ -	*
6819	Agency Supp-Wayne Co Chamber Comm		\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	*	\$ -	*
6820	Agency Supp-United Way	\$ -	\$ -	\$ -	\$ -	\$ 160,000.00	~	\$ 100,000.00	~
6993	Boys and Girls Club Donation	\$ 15,500.00		\$ -	\$ -	\$ -	*	\$ -	*
6994	Arts Council	\$ 24,500.00		\$ -	\$ -	\$ -	*	\$ -	*
9901	Agency Support Annual Allocation		\$ 196,125.00	\$ 1,371.00	\$ -	\$ 20,000.00	-89.80%	\$ 20,000.00	-89.80%
9916	Agency Support-Kiwanis Train	\$ 28,900.00		\$ -	\$ -	\$ -	*	\$ -	*
9920	Wayne County Schools-PEG Distrib	\$ 19,438.63	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	0.00%	\$ 26,000.00	0.00%
9947	Museum	\$ 15,500.00		\$ -	\$ -	\$ -	*	\$ -	*
9952	Communities In Schools Inc	\$ 15,500.00		\$ -	\$ -	\$ -	*	\$ -	*
9980	Goldsboro/Wayne Trans Authority	\$ 253,282.41	\$ 303,000.00	\$ 303,000.00	\$ 303,000.00	\$ 353,129.00	16.54%	\$ 353,129.00	16.54%
9982	MIP (Mephibosheth Project Inc) Allo	\$ 6,500.00		\$ -	\$ -	\$ -	*	\$ -	*
9996	WISH Donation	\$ 11,000.00		\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 423,121.04	\$ 525,125.00	\$ 509,000.00	\$ 507,629.00	\$ 559,129.00	6.48%	\$ 499,129.00	-4.95%
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET	Fiscal Year FY23-24		
Fund:	11-General Fund	Dept. Head	Catherine Gwynn
Dept #:	<div style="border: 1px solid black; padding: 2px;">7310</div> Finance	~ = Division by Zero	
Division:	7310 Agency/Special Expense	* = Change < \$500	
Purple Cell-Finance Input			

Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Finance-Agency/Special Expense Budget		\$ 423,121.04	\$ 525,125.00	\$ 509,000.00	\$ 507,629.00	\$ 559,129.00	6.48%	\$ 499,129.00	-4.95%

JUSTIFICATION SHEET Fiscal Year FY23-24			Blue Font - Detail Schedule Requested					
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input					
Dept #:	Finance - 7310							
Division:	Agency/Special Expense - 7310							

				FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification						
4932		Literacy Connections of Wayne Co.		\$ -	\$ -			
4980		Rebuilding Broken Places		\$ -	\$ -			
4981		HGDC Community Crisis Center		\$ -	\$ -			
6801		Agency Supp-4 Day Movement		\$ -	\$ 7,398.00	\$ 7,398.00		
6802		Agency Supp-Arts Council		\$ -	\$ 18,896.00	\$ 18,896.00		
6803		Agency Supp-Boys & Girls Club		\$ -	\$ 13,533.00	\$ 13,533.00		
6804		Agency Supp-Communities in Schools		\$ -	\$ 13,033.00	\$ 13,033.00		
6805		Agency Supp-Freedom Fam Youth Uhuru		\$ -	\$ 3,815.00	\$ 3,815.00		
6806		Agency Supp-HGDC Community Crisis		\$ -	\$ 7,086.00	\$ 7,086.00		
6807		Agency Supp-Literacy Connections		\$ -	\$ 9,601.00	\$ 9,601.00		
6808		Agency Supp-MLFL		\$ -	\$ 4,231.00	\$ 4,231.00		
6809		Agency Supp-Passionate Beginnings		\$ -	\$ 3,898.00	\$ 3,898.00		
6810		Agency Supp-Rebuilding Broken Place		\$ -	\$ 13,616.00	\$ 13,616.00		
6811		Agency Supp-Vision of David		\$ -	\$ 4,065.00	\$ 4,065.00		
6812		Agency Supp-W.A.T.C.H.		\$ -	\$ 14,981.00	\$ 14,981.00		
6813		Agency Supp-W.I.S.H.		\$ -	\$ 11,518.00	\$ 11,518.00		
6814		Agency Supp-WAGES		\$ -	\$ 10,148.00	\$ 10,148.00		
6815		Agency Supp-Warm Body Warm Soul		\$ -	\$ 5,231.00	\$ 5,231.00		
6816		Agency Supp-Wayne County Museum		\$ -	\$ 13,783.00	\$ 13,783.00		
6817		Agency Supp-Wayne Preg Ctr/Cry Free		\$ -	\$ 2,315.00	\$ 2,315.00		
6818		Agency Supp-Waynesborough Model RR		\$ -	\$ 1,481.00	\$ 1,481.00		
6819		Agency Supp-Wayne Co Chamber Comm		\$ -	\$ 20,000.00	\$ 20,000.00		
6820		Agency Supp-United Way	Council voted 2/23/23 to use a third-party administrator for agency contracts.	\$ -	\$ -		\$ 160,000.00	\$ 100,000.00
6993		Boys and Girls Club Donation		\$ -	\$ -			
6994		Arts Council		\$ -	\$ -			
9901		Agency Support Annual Allocation	Held aside per City Manager	\$ 196,125.00	\$ 1,371.00	\$ -	\$ 20,000.00	\$ 20,000.00
9916		Agency Support-Kiwanis Train		\$ -	\$ -			
9920		Wayne County Schools-PEG Distrib	Statutory distribution of PEG revenue to WCPS.	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
9947		Museum		\$ -	\$ -			
9952		Communities In Schools Inc		\$ -	\$ -			
9980		Goldsboro/Wayne Trans Authority	Dept Request is estimated. Don willis has not submitted his FY24 request as of 3/20/2023 9:38 PM. Rec'd budget request 3/31/2023 5:41 PM	\$ 303,000.00	\$ 303,000.00	\$ 303,000.00	\$ 353,129.00	\$ 353,129.00
9982		MIP (Mephibosheth Project Inc) Allo		\$ -	\$ -			
9996		WISH Donation		\$ -	\$ -			
Total Operating Expenditures				\$ 525,125.00	\$ 509,000.00	\$ 507,629.00	\$ 559,129.00	\$ 499,129.00
Total Capital Outlay								
Total Debt Service								
Total Finance-Agency/Special Expense Budget				\$ 525,125.00	\$ 509,000.00	\$ 507,629.00	\$ 559,129.00	\$ 499,129.00

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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		7315		Finance		~ = Division by Zero			
Division:		7315		Non-recurring capital outlay		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$ 53,959.74	\$ 62,412.00	\$ 62,412.00	\$ 59,725.00	\$ 68,640.00	9.98%	\$ 68,640.00	9.98%
	Total Salaries & Benefits	\$ 53,959.74	\$ 62,412.00	\$ 62,412.00	\$ 59,725.00	\$ 68,640.00	9.98%	\$ 68,640.00	9.98%
4801	Econ Devel Incent-Alta Foods		\$ 11,719.00	\$ 11,719.00	\$ 5,000.00	\$ 6,719.00	-42.67%	\$ 6,719.00	-42.67%
4802	Econ Devel Incent-WNB Landlord	\$ 200,000.00		\$ -	\$ 13,600.00	\$ 62,595.00	~	\$ 62,595.00	~
4803	Econ Devel Incent-Stromberg Foods		\$ 5,222.00	\$ 5,222.00	\$ 5,222.00	\$ 5,222.00	0.00%	\$ 5,222.00	0.00%
4804	Econ Devel Incent-Michael Aram	\$ 11,390.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 52,900.00	111.60%	\$ 52,900.00	111.60%
4805	Econ Devel Incent-Atlantic Casualty		\$ 48,000.00	\$ 48,000.00	\$ 9,100.00	\$ 48,000.00	0.00%	\$ 48,000.00	0.00%
4806	Econ Devel Incent-AP Exhaust		\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	0.00%	\$ 7,000.00	0.00%
4807	Econ Devel-Wayne Co Shell Bldg	\$ 141,066.66	\$ 191,700.00	\$ 191,700.00	\$ 192,267.00	\$ 141,667.00	-26.10%	\$ 141,667.00	-26.10%
4808	Econ Devel-Mount Olive Pickle		\$ 40,000.00	\$ 40,000.00	\$ -	\$ 80,000.00	100.00%	\$ 80,000.00	100.00%
4908	Expenses for Sale of Real Property	\$ 9,904.93		\$ -	\$ 4,400.00	\$ -	*	\$ -	*
4909	Land Lease Payable (Farms)	\$ 9,127.64	\$ 9,200.00	\$ 9,200.00	\$ 9,600.00	\$ 9,600.00	4.35%	\$ 9,600.00	4.35%
4910	Property Taxes - DGDC	\$ 248.99	\$ 250.00	\$ 250.00	\$ 193.00	\$ 250.00	*	\$ 250.00	*
	Total Operating Expenditures	\$ 371,738.22	\$ 338,091.00	\$ 338,091.00	\$ 271,382.00	\$ 413,953.00	22.44%	\$ 413,953.00	22.44%
5922	Driving Range Effluent Irrigation				\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Finance-Non-recurring capital outlay Budget	\$ 425,697.96	\$ 400,503.00	\$ 400,503.00	\$ 331,107.00	\$ 482,593.00	20.50%	\$ 482,593.00	20.50%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Finance - 7315					
Division:		Non-recurring capital outlay - 7315					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1834	City's Portion Retiree Health Insur		FY23 - 7 retirees; FY24 estimate 9 retirees	\$ 62,412.00	\$ 59,725.00	\$ 68,640.00	\$ 68,640.00
	Salaries & Wages Overtime			\$ 62,412.00	\$ 59,725.00	\$ 68,640.00	\$ 68,640.00
4801	Econ Devel Incent-Alta Foods		2016 Agreement expired \$0; 2018 Agreement \$6718.75	\$ 11,719.00	\$ 5,000.00	\$ 6,719.00	\$ 6,719.00
4802	Econ Devel Incent-WNB Landlord		Agreement 2/15/19; FY23 year 1; FY24 year 2	\$ -	\$ 13,600.00	\$ 62,595.00	\$ 62,595.00
4803	Econ Devel Incent-Stromberg Foods		No payments made FY21 & FY22; estimate 1 payment FY23; 1 payment FY24	\$ 5,222.00	\$ 5,222.00	\$ 5,222.00	\$ 5,222.00
4804	Econ Devel Incent-Michael Aram		No payments in FY21; 1 payment FY22; 1 payment FY23 + clawback	\$ 25,000.00	\$ 25,000.00	\$ 52,900.00	\$ 52,900.00
4805	Econ Devel Incent-Atlantic Casualty		No payments in FY21 or FY22; 1 payment FY23 and FY24	\$ 48,000.00	\$ 9,100.00	\$ 48,000.00	\$ 48,000.00
4806	Econ Devel Incent-AP Exhaust		No payments in FY21 or FY22; anticipate 1 payments in FY23 and FY24	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
4807	Econ Devel-Wayne Co Shell Bldg		Wayne Co Shell Building Agreement 6/6/17 - Payment 2 of 3 FY23 and 3 of 3 FY24 \$141,667. Expect driveway Maxwell Center to be paid FY23 \$50K	\$ 191,700.00	\$ 192,267.00	\$ 141,667.00	\$ 141,667.00
4808	Econ Devel-Mount Olive Pickle		Agreement 3/1/22; FY23 no payment; FY24 2 pmts (includes clawback)	\$ 40,000.00	\$ -	\$ 80,000.00	\$ 80,000.00
4908	Expenses for Sale of Real Property		Miscellaneous sales from surplus land	\$ -	\$ 4,400.00	\$ -	\$ -
4909	Land Lease Payable (Farms)		1/2 proceeds owed to Wayne County for joint farm leases	\$ 9,200.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
4910	Property Taxes - DGDC			\$ 250.00	\$ 193.00	\$ 250.00	\$ 250.00
	Total Operating Expenditures			\$ 338,091.00	\$ 271,382.00	\$ 413,953.00	\$ 413,953.00
5922	Driving Range Effluent Irrigation			\$ -		\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Finance-Non-recurring capital outlay Budget			\$ 400,503.00	\$ 331,107.00	\$ 482,593.00	\$ 482,593.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PARKS & RECREATION

DEPARTMENT OVERVIEW:

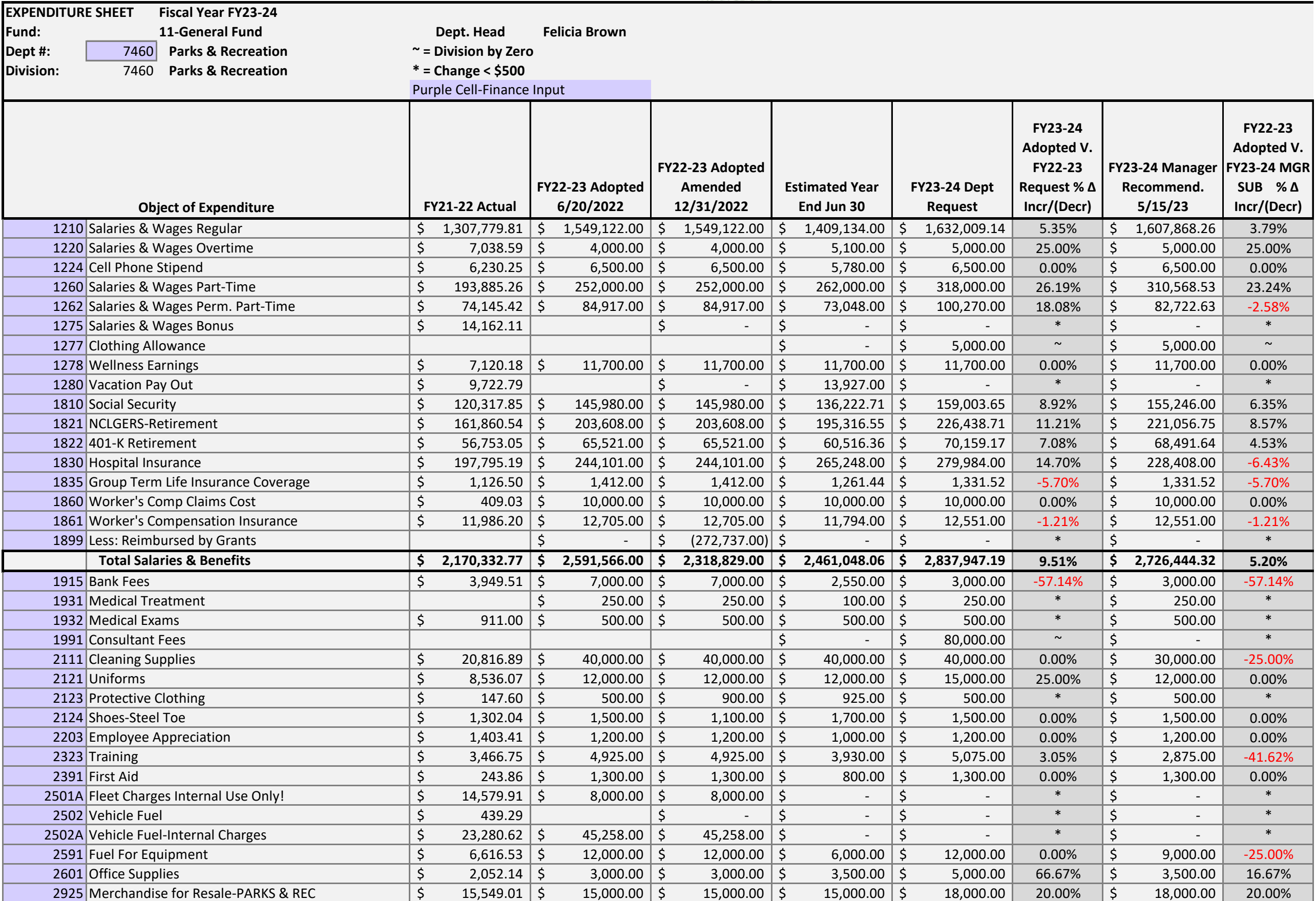
The City of Goldsboro serves the community in at least 7 major areas: Youth Athletics, Adult Athletics, Seniors, Special Populations, Youth, Adult and Special Events. The department manages over 11 parks, two outdoor pools, Greenways, the Goldsboro Golf Course, the Goldsboro Event Center, the Bryan Multi-Sports Complex and a growing number of school outdoor and indoor facilities. In addition to managing evolving passive and active parks, the department also manages TC Coley Community Center. Finally, the department continues to serve as host to a growing number of tourism driven events and competitions.

GOALS/MAJOR OBJECTIVES:

- Provide safe and aesthetically pleasing parks.
- Meet the evolving recreational needs of the citizens and visitors of Goldsboro.
- Create and manage events and competitions that develop the tourism economy.
- Lead with innovations and creativity in eastern North Carolina.

SIGNIFICANT BUDGET ISSUES:

- Years of deferred maintenance resulting in difficult and costly to maintain facilities and having to close facilities.
- Years of deferred replacement of aging playground equipment resulting in removal of aging and potentially dangerous playground structures, leaving parks without play structures.
- Increases in acreage, facilities, projects, usage and public expectations while dealing with a reduction in FT staff and annual operating budget decreased.



EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Felicia Brown			
Dept #:		7460		Parks & Recreation		~ = Division by Zero			
Division:		7460		Parks & Recreation		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
5952	Tennis Court Reconstruction		\$ 55,000.00	\$ 55,000.00	\$ 63,000.00	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 137,000.00	\$ 137,160.00	\$ 145,153.00	\$ 453,808.00	231.25%	\$ 24,038.00	-82.45%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Parks & Recreation-Parks & Recreation Budget	\$ 2,896,677.51	\$ 3,536,722.00	\$ 3,267,187.50	\$ 3,379,562.99	\$ 4,333,254.19	22.52%	\$ 3,566,417.32	0.84%

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Felicia Brown	Green Cell - Department Input	
Dept #:	Parks & Recreation - 7460			
Division:	Parks & Recreation - 7460			

	Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		36 FTE's	\$ 1,549,122.00	\$ 1,409,134.00	\$ 1,632,009.14	\$ 1,607,868.26
1220	Salaries & Wages Overtime		Sum to pay staff overtime due to working unexpected events and activities including but not limited to emergency repairs and special events	\$ 4,000.00	\$ 5,100.00	\$ 5,000.00	\$ 5,000.00
1224	Cell Phone Stipend		F Brown, J Albert, S Blizzard, J Mozingo, R Stephens, J Walker, M Mozingo, G Fields, Staffer	\$ 6,500.00	\$ 5,780.00	\$ 6,500.00	\$ 6,500.00
1260	Salaries & Wages Part-Time	PT/TP	P/T Temporary	\$ 252,000.00	\$ 262,000.00	\$ 318,000.00	\$ 310,568.53
1262	Salaries & Wages Perm. Part-Time	PPT	5 PPT's (1 position abolished)	\$ 84,917.00	\$ 73,048.00	\$ 100,270.00	\$ 82,722.63
1275	Salaries & Wages Bonus			\$ -			\$ -
1277	Clothing Allowance		Allotment for full time staff to purchase gear to present a professional and unified appearance to our public. Allotment is \$250 per person for 20 people: T Ham, J Lee, G McClary, T Rich, T Womack, S Booker, S Martin, J Walker, J Ponce, D Lee, R Stephens, F Brown, J Martikke, B Walston, T Teel, T Sherman, P Savage, J Hollifield, Spec Pops Program Sup I, Recreation Coordinator (Athletics)			\$ 5,000.00	\$ 5,000.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 11,700.00	\$ 11,700.00	\$ 11,700.00	\$ 11,700.00
1280	Vacation Pay Out		Lump sum vacation payout due to retirement or termination as of 3/10/23	\$ -	\$ 13,927.00		\$ -
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 145,980.00	\$ 136,222.71	\$ 159,003.65	\$ 155,246.00
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 203,608.00	\$ 195,316.55	\$ 226,438.71	\$ 221,056.75
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 65,521.00	\$ 60,516.36	\$ 70,159.17	\$ 68,491.64
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 244,101.00	\$ 265,248.00	\$ 279,984.00	\$ 228,408.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 1,412.00	\$ 1,261.44	\$ 1,331.52	\$ 1,331.52
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
1861	Worker's Compensation Insurance		Provided by Finance	\$ 12,705.00	\$ 11,794.00	\$ 12,551.00	\$ 12,551.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 2,591,566.00	\$ 2,461,048.06	\$ 2,837,947.19	\$ 2,726,444.32
1915	Bank Fees		Paid \$1,463.09 through Jan 2023; spending averages @ \$210 per month for FY23; projecting slight increase in fees for FY24	\$ 7,000.00	\$ 2,550.00	\$ 3,000.00	\$ 3,000.00
1931	Medical Treatment			\$ 250.00	\$ 100.00	\$ 250.00	\$ 250.00
1932	Medical Exams			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Felicia Brown	Green Cell - Department Input	
Dept #:	Parks & Recreation - 7460			
Division:	Parks & Recreation - 7460			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1991	Consultant Fees	Y	Comprehensive Master Plan needed to make Parks and Recreation eligible for grants; receiving grants will reduce money required from General Fund for improvements		\$ -	\$ 80,000.00	\$ -
2111	Cleaning Supplies		Purchase supplies and equipment to facilitate cleaning and janitorial maintenance of facilities that include City Hall, City Hall Annex, TC Coley Community Center, Bryan MSCX, WA Foster Center, Herman Park Admin Bldg, Goldsboro Golf Course Pro Shop/Event Center, Downtown Development, the HUB, and all park restrooms and facilities	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 30,000.00
2121	Uniforms		Cost to outfit full and part time maintenance staff through uniform supply company; looking to change to a more reliable company even it cost is slightly higher. Also, cost to outfit part time staff to present unified and professional image to our customers	\$ 12,000.00	\$ 12,000.00	\$ 15,000.00	\$ 12,000.00
2123	Protective Clothing		Protective clothing for full and part time staff including gloves, rain gear, guards and other PPE's; increase in FY23 due to making a one time purchase of reflective safety jackets for those staff that work on Center Street and in adjacent parking lots	\$ 500.00	\$ 925.00	\$ 500.00	\$ 500.00
2124	Shoes-Steel Toe		Needed for foot protection by eligible staff, expected increase due to staff turnover	\$ 1,500.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00
2203	Employee Appreciation		Request for annual Christmas Party allowance and Retirement celebrations	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
2323	Training	Y	Funds to pay for additional staff trainings and certifications. See attached schedule	\$ 4,925.00	\$ 3,930.00	\$ 5,075.00	\$ 2,875.00
2391	First Aid		First aid supplies used in case of injury to personnel, volunteers, visitors, and program participants	\$ 1,300.00	\$ 800.00	\$ 1,300.00	\$ 1,300.00
2501A	Fleet Charges Internal Use Only!			\$ 8,000.00			
2502	Vehicle Fuel			\$ -			
2502A	Vehicle Fuel-Internal Charges			\$ 45,258.00			
2591	Fuel For Equipment		Fuel (diesel and regular gas) for grounds maintenance equipment - mowers, edgers, trimmers, leaf blowers	\$ 12,000.00	\$ 6,000.00	\$ 12,000.00	\$ 9,000.00
2601	Office Supplies		Legal pads, pens, folders, staples, tape, sticky notes, paper clips, toner cartridges, and other general office supplies	\$ 3,000.00	\$ 3,500.00	\$ 5,000.00	\$ 3,500.00

JUSTIFICATION SHEET		Fiscal Year FY23-24	Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Felicia Brown	Green Cell - Department Input	
Dept #:	Parks & Recreation - 7460			
Division:	Parks & Recreation - 7460			

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2925	Merchandise for Resale-PARKS & REC		Items purchased for resale at Bryan MSCX and seasonal pools to include sodas, chips, sports drinks, candy bars, water, ice cream, coffee, hot chocolate, swim diapers	\$ 15,000.00	\$ 15,000.00	\$ 18,000.00	\$ 18,000.00
2989	Operational Supplies - Maint.		Annual plants and beautification for GEC, parks, recreation centers, Bryan MSCX, TC Coley; turf chemicals, fertilizers, growth regulators for weed control; paint, borders, wood and metal, fasteners, building materials, fence supplies, rock for trails and greenways; chemicals for pools; clay for tennis courts; field paint, turface, grass seed; concrete for sidewalk repair; playground surfacing	\$ 141,000.00	\$ 141,000.00	\$ 180,000.00	\$ 150,000.00
2993	Operational Supplies		Supplies for Specialized Recreation Programs to include Evening activities, Day activities, decorations, luncheons, Egg Hunt; Supplies for Mature Adult Programs to include fitness bands, cards, games, paper products; Pool supplies inclusive of chair umbrellas; Refreshments; Supplies for Daddy/Daughter Dance, Mother/Son Dance, Spring Break Camp, Summer Day Camps, Sports Camps, Mother's/Father's Day Luncheons, non-traditional sports, arts & crafts, Youth and Adult Game Room supplies and traditional sports (Youth and Adult) - inclusive of sports balls, uniforms, nets, trophies, event shirts, refinishing pool tables	\$ 106,000.00	\$ 106,000.00	\$ 115,000.00	\$ 105,000.00
2994	Tools		Battery operated hand tools and replacements items, gas powered and cordless items; various hand tools, tools for pruning, backpack blowers, string trimmers, hammers, rakes, shovels, screwdrivers	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00	\$ 3,000.00
3121	Travel	Y	Funds to send personnel to various trainings - see schedule for detail	\$ 4,800.00	\$ 4,094.93	\$ 8,150.00	\$ 5,150.00
3210	Telephone & Communication Svcs		Costs associated with Spectrum cable bills, iPads and phone service	\$ 5,000.00	\$ 7,920.00	\$ 7,920.00	\$ 7,920.00
3250A	Postage-Internal Charges only!			\$ 250.00	\$ 275.00	\$ 405.00	\$ 405.00
3310	Electricity		Sum for electricity costs for parks and facilities	\$ 115,000.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00
3330	Natural Gas		Sum for natural gas costs	\$ 8,000.00	\$ 9,000.00	\$ 8,000.00	\$ 8,000.00
3421	Copy Machine Cost		Costs associated with copy machine leases	\$ 4,785.00	\$ 4,785.00	\$ 5,000.00	\$ 5,000.00

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Dept. Head-Felicia Brown				Green Cell - Department Input
Dept #:	Parks & Recreation - 7460						
Division:	Parks & Recreation - 7460						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3511	Building Maintenance		General maintenance of all park structures, electrical upgrades and repairs in facilities - inclusive of plumbing repairs, floor repairs and carpet cleanings (City Hall/City Hall Annex)	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3522	Machine/Equipment Maintenance		General maintenance of chain link fence, swing seats, lubricants, grease, chain and hardware for playgrounds, parts and supplies for mowers, bed knives, blades, irrigation parts and repair	\$ 15,000.00	\$ 10,000.00	\$ 30,000.00	\$ 25,108.00
3533	Downtown Beautification		Planning for the Main Street Conference which is expected to be held in Downtown Goldsboro during FY24 (March?) Costs include cost of regular planting of annual flowers and a second possible planting dependent upon date of conference. Other items needed include shrubs, pre-emergent, fertilizer, potting soil, glyphosate, irrigation repairs. Planting area will be from Center and Ash Streets to Center and Spruce Streets, including pots on Center Street			\$ 30,972.00	\$ 15,000.00
3700	Advertising		Promoting our department, programs, activities and events through print media, social media, banners and other labeled items	\$ 6,000.00	\$ 4,000.00	\$ 8,000.00	\$ 6,000.00
3914	Contract Services	Y	Funds to pay for contracted services to include HVAC contracts, pest control, sports assigner - see schedule for detail	\$ 142,260.00	\$ 149,996.00	\$ 156,546.00	\$ 136,546.00
3950	Education Reimbursement		Funds to assist employees with their continuing education	\$ 750.00	\$ -	\$ 750.00	\$ 750.00
3994	Tree Service		Tree trimming and removal at our parks and facilities	\$ 6,000.00	\$ 4,000.00	\$ 45,000.00	\$ 8,000.00
4221	Software License Fees		CivicRec/Rec1 Softward usage fee	\$ 8,000.00	\$ 7,500.00	\$ 8,000.00	\$ 8,000.00
4391	Equipment Rent		Rental equipment for events and festivals; janitorial rental equipment; port-a-johns; hand wash stations; 15 passenger van for outings; Bobcat with attachments; Lift used to change/adjust ballfield lights, to install Christmas lights and change out lights at WA Foster Gym (COG does NOT have equipment in its inventory); trenchers	\$ 10,000.00	\$ 7,000.00	\$ 10,000.00	\$ 9,000.00
4404	TC Coley Expenses			\$ -			
4511	Multi-Peril Insurance		Provided by Finance	\$ 31,562.00	\$ 41,508.00	\$ 48,377.00	\$ 48,377.00
4521	Auto Liability		Provided by Finance	\$ 5,351.00	\$ 5,489.00	\$ 6,419.00	\$ 6,419.00
4543	Insurance Deductible Claims			\$ -			

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Felicia Brown		Green Cell - Department Input	
Dept #:	Parks & Recreation - 7460				
Division:	Parks & Recreation - 7460				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4912	Fees & Dues	Y	See attached schedule	\$ 12,465.00	\$ 21,789.00	\$ 12,135.00	\$ 12,135.00
4990	Equipment Expense		Paint mixer/shaker; spreader; 3pt hitch sprayer*; heaters for park restrooms	\$ 2,000.00	\$ 2,000.00	\$ 16,000.00	\$ 16,000.00
9561	Office Supplies		Copy paper, envelopes with City logo	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Total Operating Expenditures				\$ 808,156.00	\$ 773,361.93	\$ 1,041,499.00	\$ 815,935.00
5100	Park House Restoration					\$ 39,381.00	\$ -
5454	Enclosed Equipment Trailer					\$ 9,000.00	\$ -
5455	Paint Machine					\$ 55,855.00	\$ -
5487	Tractor					\$ 59,857.00	\$ -
5488	72" Deck Mower			\$ 12,000.00	\$ 12,153.00	\$ 13,846.00	\$ 13,846.00
5649	Mower Attachment					\$ 25,677.00	\$ -
5819	Maintenance Shop Construction		BMSC - Move to Occ Tax Fund			\$ 240,000.00	\$ -
5821	Peacock Park Improvements					\$ 10,192.00	\$ 10,192.00
5829	Outdoor Pool Repair			\$ 70,000.00	\$ 70,000.00	\$ -	\$ -
5952	Tennis Court Reconstruction			\$ 55,000.00	\$ 63,000.00	\$ -	\$ -
Total Capital Outlay				\$ 137,000.00	\$ 145,153.00	\$ 453,808.00	\$ 24,038.00
			Provided by Finance				
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Parks & Recreation-Parks & Recreation Bu				\$ 3,536,722.00	\$ 3,379,562.99	\$ 4,333,254.19	\$ 3,566,417.32

<div> <div> CAPITAL OUTLAY Fiscal Year FY23-24 Fund: 11-General Fund Dept. Head-Felicia Brown Dept #: Parks & Recreation - 7460 Division: Parks & Recreation - 7460 </div> </div>																
Current Asset Information										Replacement Asset Information						
Maintenance Cost History										(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23							
1	5487	n/a	This will be a new piece of equipment	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	1a	Kubota Tractor	This shall be used to spray all property belonging to P&R and will also blow debris. During cutting season, it will be used to mow the 46 acres at the Bryan MSCX (not the playing fields). This will greatly reduce the need for part-time sports turf staff during the mowing season. This machine will save the two (2) small mowers we currently use much unneeded abuse.	\$ 59,857.00	\$ -	
2	5649	n/a	This will be a new piece of equipment	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	1a	Befco Super Flex Mower 15' Cut	We are using two small mowers on everything but the fields at the Bryan MSCX. The fields make up 14 acres, leaving the other 46 acres for smaller mowers. This Befco will help greatly with mowing and reduce the need for additional part-time sports turf staff.	\$ 25,677.00	\$ -	
3	5819	n/a	This will be a newly constructed building	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Maintenance Building for Bryan MSCX	We currently do not have a shelter to park the equipment under or an area to service equipment on site. There is also not a place to store chemicals or hand tools on site. This will be heated and cooled and have bathrooms. 40x40	\$ 240,000.00	\$ -	
4	5455	n/a	This would be purchased new	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	1b	Swozi Cart Pro Auto (Own)	Automatic robotic paint machine that will be used to line the fields at our Bryan MSCX and other athletic fields. This machine will reduce time it takes at least 2 staff at 45 minutes each per field to 45 minutes to complete several fields - these 2 lines show options of buying outright or leasing	\$ 44,715.00	\$ -	
5	5455	n/a	This would be leased new	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	1b	Swozi Cart Pro Auto (Annual Lease)	Automatic robotic paint machine that will be used to line the fields at our Bryan MSCX and other athletic fields. This machine will reduce time it takes at least 2 staff at 45 minutes each per field to 45 minutes to complete several fields - these 2 lines show options of buying outright or leasing	\$ 11,140.00	\$ -	
6	5488	E1192	2011 Hustler 260Z 60" Deck	?	2200 hrs	\$1,000?				N	1c	Hustler Super Z Mower with 60" Deck	Looking to replace mower that was purchased new in 2011. Current mower needs new deck that will cost \$3,300 and potential engine failure will cost another \$2,400. This equates to over \$5,000 in needed repairs for a mower that is over 11 years old	\$ 13,846.00	\$ 13,846.00	
7	5821	n/a	This would be a new roof replacing an old roof	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	3	Roof replacement at Peacock Pool Bath House Area	Roofing work to remove existing shingles down to the wood decking and apply shingle felt underlay; 30 yr architectural style shingles including flashing, pipe collars, edge strip and ridge vent will be installed	\$ 10,192.00	\$ 10,192.00	
8	5100	n/a	Park House in Herman Park - est. 1898	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	N	4	Park House decking and floor repair	Imminent hazard; these will be repairs to make deck and inside flooring safer. Park House is historical structure and must meet Historic District standards - materials may be more costly.	\$ 39,381.00	\$ -	

Fiscal Year																	
CAPITAL OUTLAY FY23-24																	
Fund:		11-General Fund			Dept. Head-Felicia Brown												
Dept #:		Parks & Recreation - 7460															
Division:		Parks & Recreation - 7460															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
										(N)ew or (U)sed ?							
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23		Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
9	5454	n/a	This would be a new purchase to haul around maintenance equipment	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	2	Enclosed 16' Trailer	Will be assigned to mowing team to transport all equipment needed for a 2 mower mowing team. Trying to increase productivity and become more efficient with trailer as we will be able to store and lock equipment on trailer. Currently, have to unload and load mowers and equipment each day due to security issues	\$ 9,000.00	\$ -		
10																	
11																	
12																	
13																	
14																	
15																	
Total Capital Outlay				\$ -		\$ -	\$ -	\$ -	\$ -							\$ 453,808.00	\$ 24,038.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 11-General Fund

Dept. Head-Felicia Brown

Dept #: Parks & Recreation - 7460

Division: Parks & Recreation - 7460

Account: 1991 Consultant Fees

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Updated Comprehensive Plan for Parks and Recreation			\$ 80,000.00	\$ -
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ -	\$ -	\$ 80,000.00	\$ -

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 11-General Fund

Dept. Head-Felicia Brown
Dept #: Parks & Recreation - 7460

Division: Parks & Recreation - 7460

Account: 2323 Training

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Hazardous Materials OSHA Level 2+ Training (5 people)	\$ 375.00	\$ 300.00	\$ 375.00	\$ 375.00
2	Certified Safety Playground Inspector Class, Training & Exam for up to 3 people - certification valid for 3yrs	\$ 600.00	\$ -	\$ -	\$ -
3	NC Recreation & Parks Association TR Conference (D Lee)	\$ 200.00		\$ -	\$ -
4	Women's LeadHership Workshop (6 people) 3 people for 2023	\$ 600.00	\$ 375.00	\$ 625.00	\$ 625.00
5	NC Recreation & Parks Annual Conference (9 people for 2023)	\$ 2,100.00	\$ 2,950.00	\$ 1,775.00	\$ 775.00
6	Marketing & Events Summit (2 people)	\$ 220.00		\$ 280.00	\$ 280.00
7	Parks and Recreation Directors Conference	\$ 150.00	\$ 115.00	\$ 130.00	\$ 130.00
8	1 day workshops/teleconferences	\$ 350.00	\$ 50.00	\$ 200.00	\$ 200.00
9	Eastern NC Landscape Conf. & Trade Show at Nash Community				
10	College (2 people) 4 people HELD in GOLDSBORO in 2023	\$ 90.00	\$ 140.00	\$ 140.00	\$ 140.00
11	Southeastern Turf Conference - Myrtle Beach, SC (3 people)	\$ 240.00	\$ -	\$ -	\$ -
12	NRPA Conference in Dallas, TX (2 people)			\$ 1,200.00	\$ -
13	NC Recreation Therapy Association Conference (1 person)			\$ 350.00	\$ 350.00
14					
15					
16					
17					
18					
19					
	Total - 2323 Training	\$ 4,925.00	\$ 3,930.00	\$ 5,075.00	\$ 2,875.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7460
Division: Parks & Recreation - 7460
Account: 3121 Travel

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Hotel Room & Meals for NCRPA Annual Conf. (10 people) 9 attended in 2023, driving back and forth each day to Greenville, NC (no overnite stay).	\$ 900.00	\$ 1,197.00	\$ 1,300.00	\$ 1,300.00
2	Hotel Room & Meals for Marketing & Events Summit (2 people)	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
3	Hotel Room & Meals for LeadHership (7 people) (3 people for FY23)	\$ 1,500.00	\$ 1,743.00	\$ 1,800.00	\$ 1,800.00
4	Special Pops Outings (Meals, fees, tickets for staff supervising groups)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
5	Hotel Room & Meals for NCRPA TR Conference - TR Conference not held in FY23	\$ 250.00		\$ 250.00	\$ 250.00
6	Hotel Room & Meals for NC Parks & Recreation Directors Conference	\$ 350.00	\$ 454.93	\$ 450.00	\$ 450.00
7	Rental Car, Hotel & Meals for SE Turf Conf. in Myrtle Beach, SC (3 ppl)	\$ 450.00	\$ -	\$ -	\$ -
8	Lunch for EC Landscape & Trade Show at Nash Comm. Coll. (2 ppl)		\$ -	\$ -	\$ -
9	Meals/Parking for other 1 day workshops/teleconferences	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
10	50+ Outings (Meals, fees, tickets for staff supervising group)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
11	Per CM cut 5/21/21				
12	Hotel Room, flight & meals for NRPA Conference in Dallas, TX (2 people)			\$ 3,000.00	\$ -
13	J. Albert - CPSI Testing (Raleigh)/Send another staffer in FY23; P&R hosted the CPSI Course at the GEC and able to send 1 staffer at no cost because of this	\$ 350.00	\$ -	\$ -	\$ -
14	Travel to pick up tractor / paint				
15	NC Recreation Therapy Association Conference (1 person)			\$ 350.00	\$ 350.00
16					
	Total - 3121 Travel	\$ 4,800.00	\$ 4,094.93	\$ 8,150.00	\$ 5,150.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7460
Division: Parks & Recreation - 7460
Account: 3914 Contract Services

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Sunday in the Park (Sound Tech)	\$ 500.00		\$ 500.00	\$ 500.00
2	Special Pops Dances	\$ -			
3	50+ Dances - Decorations and Food	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
4	Photo Booth, face painter, gaming truck, SS stables, Party & Paint	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
5	Santa for Jingle in the Park	\$ 900.00	\$ 600.00	\$ 600.00	\$ 600.00
6	Soccer Officials	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
7	Baseball/Softball Officials (P&R Hiring PT staff to officiate in FY24)	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -
8	Basketball Officials (P&R Hiring PT staff to officiate in FY24)	\$ 7,800.00	\$ 7,800.00	\$ -	\$ -
9	Holden Temp Labor Services - 1 year round dedicated to Center Street and surrounding streets in Downtown Goldsboro (\$29,120) AND 3 spring/summer (cost is \$17,147 for each of the 3 temps for a total of \$51,440)	\$ 59,000.00	\$ 62,000.00	\$ 80,560.00	\$ 60,560.00
10	Flag Football Officials (P&R Hiring PT staff to officiate in FY24)	\$ 3,500.00	\$ 4,500.00	\$ -	\$ -
11	HVAC Service for WA Foster, Herman Park Center & Sr House, TC Coley, Bryan MSCX, Peacock Maint. - anticipate a reduction in cost due to Herman Park Center closing	\$ 35,000.00	\$ 30,000.00	\$ 22,000.00	\$ 22,000.00
12					
13	Pest Control - Add't money requested to include TC Coley Community Center	\$ 2,460.00	\$ 2,460.00	\$ 2,500.00	\$ 2,500.00
14	Basketball Goals Maintenance at WA Foster (includes a every other year tune up of all 6 goals. Fix breaker bar on goal 2).	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
15	NC Party Pals	\$ -	\$ 600.00	\$ 600.00	\$ 600.00
16	Snap It Photo Booth	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
17	Floor Matts for City Facilities - contracting with uniform company	\$ 10,000.00	\$ 14,000.00	\$ 15,000.00	\$ 15,000.00
18	Leak Locators				
19	Clay Tennis Court Repair	\$ 5,000.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7460
Division: Parks & Recreation - 7460
Account: 3914 Contract Services

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
20	Fitness Equipment Maintenance at WA Foster		\$ 640.00	\$ 640.00	\$ 640.00
21	Alarm Monitoring at WA Foster		\$ 396.00	\$ 396.00	\$ 396.00
22	Alarm Monitoring at Herman Park Admin Bldg - 1st year of monitoring free; expect to pay a fee in FY24			\$ 300.00	\$ 300.00
23	Band/Performer(s) for Sunday in the Park			\$ 500.00	\$ 500.00
24	Champions in Motion (Youth Karate) Moving forward, starting with March 2023, payments charged to this line instead of Fees and Dues		\$ 2,400.00	\$ 11,350.00	\$ 11,350.00
Total - 3914 Contract Services		\$ 142,260.00	\$ 149,996.00	\$ 156,546.00	\$ 136,546.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7460
Division: Parks & Recreation - 7460
Account: 4912 Fees & Dues

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Sunrise Kiwanis Membership (T Ham)	\$ 360.00	\$ 360.00	\$ 360.00	\$ 360.00
2					
3	Sports Turf Managers Association Membership				
4	NCBRTL (D'Leeshia)	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00
5	NCTRC (D'Leeshia)	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00
6	NRPA Membership (F Brown)	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
7	NCRPA Agency Membership	\$ 850.00	\$ 850.00	\$ 1,020.00	\$ 1,020.00
8	NC Youth Soccer Association (allows us to play under name)	\$ 8,500.00	\$ 8,500.00	\$ 9,000.00	\$ 9,000.00
9	Little League Baseball (allows us to play under name)				
10	NC Sports Association	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
11	Association of Aquatic Professionals	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
12	Licensed Aquatic and Facility Technician Certification (7 people)	\$ 1,000.00	\$ 1,404.00	\$ -	\$ -
13	Rotary Membership (N Artis)	\$ 680.00	\$ 650.00	\$ 680.00	\$ 680.00
14	Kiwanis membership - J. Albert	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
15	Champions in Motion (Youth Karate) MOVING to CONTRACT SERVICES line		\$ 8,950.00	\$ -	\$ -
	Total - 4912 Fees & Dues	\$ 12,465.00	\$ 21,789.00	\$ 12,135.00	\$ 12,135.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PARKS & RECREATION – GOLF COURSE

DEPARTMENT OVERVIEW:

The mission for the City of Goldsboro Parks and Recreation Department is to provide a variety of recreation and leisure activities for a diverse population. We maintain a system of parks, indoor facilities and open spaces for the enjoyment, safety and well being of all citizens. In addition, we maintain an 18-hole golf course with paved cart paths and a driving range.

GOALS/MAJOR OBJECTIVES:

- Increase play/membership.
- Meet the evolving recreational needs of the citizens and visitors of Goldsboro.
- Create and manage events and competitions that develop the tourism economy.
- Lead with innovations and creativity in eastern North Carolina.

SIGNIFICANT BUDGET ISSUES:

- Costly repairs due to continued use of aging golf maintenance equipment.
- Loss of revenue due to not having more golf carts in inventory.
- Increase in acreage to maintain, while FT staff have been decreased.
- Current golf cart fleet reaching trade out period.
- Maintaining and retaining staff with the current pay scale.

<div> <div> BUDGET SHEET </div> <div> Fiscal Year FY23-24 </div> </div> <div> <div> Fund: 11-General Fund </div> <div> Dept #: 7461 </div> <div> Division: 7461 </div> </div> <div> <div> Dept. Head Felicia Brown </div> <div> ~ = Division by Zero * = Change < \$500 </div> <div> Purple Cell-Finance Input </div> </div>
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<div> <div> BUDGET SHEET </div> <div> Fiscal Year FY23-24 </div> </div> <div> <div> Fund: 11-General Fund </div> <div> Dept #: 7461 </div> <div> Division: 7461 </div> </div> <div> <div> Dept. Head Felicia Brown </div> <div> ~ = Division by Zero * = Change < \$500 </div> <div> Purple Cell-Finance Input </div> </div>
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ION SHEET		Fiscal Year FY23-24		Dept. Head-Felicia Brown		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Parks & Recreation - 7461					
Division:		Golf Course - 7461					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		4 FTE's (includes 1 new FTE)	\$ 157,332.00	\$ 136,608.00	\$ 196,588.90	\$ 197,782.46
1220	Salaries & Wages Overtime		Prepping for tournaments, chemical appliation to course	\$ 1,200.00	\$ 500.00	\$ 1,200.00	\$ 1,200.00
1224	Cell Phone Stipend		Cell phone stipend for O Agbasi	\$ 500.00	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time	PT/TP	Part-time temporary	\$ 75,000.00	\$ 93,800.00	\$ 85,000.00	\$ 85,000.00
1262	Salaries & Wages Perm. Part-Time	PPT	1 PPT's (3 positions abolished)	\$ 37,517.00	\$ 37,518.00	\$ 37,518.00	\$ 19,227.98
1275	Salaries & Wages Bonus			\$ -			
1277	Clothing Allowance		Allowance for staff to present unified professional appearance - O Agbasi, L Hayes, Asst. Golf Professional @ \$300 each			\$ 900.00	\$ 900.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
1280	Vacation Pay Out		Payout for D Anderson and K Hope	\$ -	\$ 7,500.00		\$ -
1810	Social Security		Sum of accounts 1210 - 1280 X 7.65%	\$ 20,866.00	\$ 21,239.92	\$ 24,719.21	\$ 23,411.33
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1280 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 24,431.00	\$ 23,734.52	\$ 30,742.18	\$ 28,535.03
1822	401-K Retirement		Sum of accounts 1210 - 1280 X 4% Reg, 5% LEO	\$ 7,863.00	\$ 7,353.84	\$ 9,525.08	\$ 8,841.22
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 22,191.00	\$ 22,104.00	\$ 29,472.00	\$ 29,472.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 114.00	\$ 105.12	\$ 140.16	\$ 140.16
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 3,000.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 1,638.00	\$ 1,688.00	\$ 1,796.00	\$ 1,796.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 352,852.00	\$ 353,871.40	\$ 419,521.53	\$ 398,226.17
1915	Bank Fees		Average spending is \$1,000 per month, projecting monthly increase as weather warms up	\$ 20,000.00	\$ 15,000.00	\$ 20,000.00	\$ 17,000.00
1931	Medical Treatment			\$ 250.00	\$ 150.00	\$ 250.00	\$ 250.00
1932	Medical Exams		Increased line due to high turnaround with PT staff	\$ 250.00	\$ 250.00	\$ 300.00	\$ 300.00
2111	Cleaning Supplies		Mops, brooms, air fresheners, cleaning solvent	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
2121	Uniforms		Funding for recent new hires	\$ 1,200.00	\$ 700.00	\$ 300.00	\$ 300.00
2123	Protective Clothing		Safety goggles, ear plugs, rubber boots, gloves	\$ 300.00	\$ 300.00	\$ 350.00	\$ 350.00
2124	Shoes-Steel Toe		Needed foot protection for eligible staff	\$ 500.00	\$ 250.00	\$ 500.00	\$ 500.00
2203	Employee Appreciation			\$ 50.00	\$ 50.00	\$ 75.00	\$ 75.00

ION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Felicia Brown					Green Cell - Department Input
Dept #:	Parks & Recreation - 7461						
Division:	Golf Course - 7461						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2323	Training	Y	Cost to attend workshops, conferences, seminars. See attached schedule	\$ 2,800.00	\$ 1,600.00	\$ 4,165.00	\$ 3,300.00
2391	First Aid		First aid supplies (kit) for ProShop and Maint Bldg	\$ 400.00	\$ 175.00	\$ 350.00	\$ 350.00
2501A	Fleet Charges Internal Use Only!			\$ -			
2502A	Vehicle Fuel-Internal Charges			\$ -			
2591	Fuel For Equipment		Gas for maintenance equipment and golf carts. Expect cost to drop in FY24 with the purchase and arrival of electric golf carts	\$ 25,000.00	\$ 33,600.00	\$ 18,000.00	\$ 18,000.00
2601	Office Supplies		Calendars, pens, pencils, cardstock, paper, notepads, sticky notes, staples, paperclips	\$ 500.00	\$ 500.00	\$ 700.00	\$ 500.00
2920	Pro Shop Expense		Golf balls, gloves, tees, caps, shirts, hat clips, ball marks, putters, wedges, pickleball paddles, tennis raquets, tennis balls, pickleball balls and special orders .. Moving to new area has given us more merchandise display options and with the increase of play on the tennis and pickleball courts, it will be advantageous to carry some equipment	\$ 40,000.00	\$ 52,000.00	\$ 70,000.00	\$ 67,000.00
2925	Merchandise for Resale-PARKS & REC			\$ -			
2933	Concessionaire Resale-GOLF		For FY24, Balance Vending Café' will be operating the kitchen on the Pro Shop side; reduction in line due to vendor offering food options	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 12,000.00
2993	Operational Supplies		Herbicides, fertilizers, mower blades, reels replacements, range balls. Line increase due to increase in material costs	\$ 55,000.00	\$ 63,000.00	\$ 70,000.00	\$ 68,731.00
2994	Tools		Blower, weedeater, hole cutter	\$ 3,000.00	\$ 3,000.00	\$ 4,100.00	\$ 4,100.00
3121	Travel	Y	Travel costs associated with conferences, workshops, seminars. See attached schedule	\$ 3,140.00	\$ 2,980.00	\$ 4,600.00	\$ 3,100.00
3210	Telephone & Communication Svcs		Cable service and cordless phone for Pro Shop	\$ 1,300.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00
3250A	Postage-Internal Charges only!			\$ 75.00		\$ 10.00	\$ 10.00
3310	Electricity		Average spending is \$1,450 per month	\$ 17,000.00	\$ 17,400.00	\$ 18,500.00	\$ 18,500.00
3421	Copy Machine Cost		Copy machine and printer for Pro Shop Office	\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
3511	Building Maintenance		Repairs to Pro Shop and Cart Barn	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
3522	Machine/Equipment Maintenance		Maintenance repair costs for aging golf maintenance equipment	\$ 25,000.00	\$ 27,000.00	\$ 25,000.00	\$ 25,000.00
3700	Advertising		Promoting the Golf Course on The Buzz and Geo mapping ads	\$ 4,000.00	\$ 3,800.00	\$ 4,000.00	\$ 4,000.00
3812	Cash Over/Short			\$ -			

ION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Felicia Brown					Green Cell - Department Input
Dept #:	Parks & Recreation - 7461						
Division:	Golf Course - 7461						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3914	Contract Services	Y	Funds to pay contracted services inclusive of HVAC contract, pest control, contracted building repair. See attached schedule	\$ 5,880.00	\$ 5,140.00	\$ 6,900.00	\$ 6,900.00
3994	Tree Service		Numerous dead and dying trees need to be removed. Trees are encroaching building, tennis courts and property fence lines. The cost to remove just a few trees (3 trees around tennis courts, for instance) was more than our budgeted \$22K. For this reason, money has been transferred out of this line (\$16,800) to other lines to cover potential deficit in those lines without having to dip back into the General Fund.	\$ 22,000.00	\$ -	\$ 50,000.00	\$ 25,000.00
4391	Equipment Rent		Rental equipment inclusive of port-a-johns and maintenance equipment (sprayer)	\$ 9,000.00	\$ 9,840.00	\$ 9,840.00	\$ 9,840.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 7,171.00	\$ 7,519.00	\$ 8,763.00	\$ 8,763.00
4912	Fees & Dues	Y	Funds to pay for the certifications and memberships. See attached schedule	\$ 3,420.00	\$ 2,770.00	\$ 13,015.00	\$ 13,015.00
4990	Equipment Expense		Merchandise display units and vehicle repair lift	\$ 300.00	\$ 300.00	\$ 5,000.00	\$ 5,000.00
9561	Office Supplies		Copy paper, envelopes	\$ 400.00	\$ 380.00	\$ 400.00	\$ 400.00
	Total Operating Expenditures			\$ 276,636.00	\$ 278,904.00	\$ 359,318.00	\$ 324,484.00
5101	Golf Carts			\$ -		\$ -	\$ -
5817	Golf Course Improvements			\$ -		\$ -	\$ -
5201	Driving Range Effluent Irrigation			\$ -		\$ -	\$ -
				\$ -		\$ -	\$ -
				\$ -		\$ -	\$ -
				\$ -		\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Parks & Recreation-Golf Course Budget			\$ 629,488.00	\$ 632,775.40	\$ 778,839.53	\$ 722,710.17

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7461
Division: Golf Course - 7461
Account: 2323 Training

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Cert. Programs for Advance Golf Exec. Management - 2 programs at \$350 each	\$ 700.00	\$ 350.00	\$ 700.00	\$ 700.00
2	OSHA Hazmat Trainings - O Agbasi, L Hayes			\$ 300.00	\$ 300.00
3	Pesticide Certification for 2 - O Agbasi, L Hayes	\$ 400.00	\$ 150.00	\$ 400.00	\$ 400.00
4	GCSSA Certification - L Hayes	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
5					
6	PGA Golf Show (O Agbasi)... Registration is free/ \$500 for unlimited education.. Did not attend last year.	\$ 500.00		\$ 500.00	\$ 500.00
7	Carolina PGA Teaching Summit (O Agbasi)	\$ 100.00		\$ 300.00	\$ 300.00
8	NRPA Conference (O Agbasi) - Dallas, TX			\$ 865.00	\$ -
9					
10					
Total - 2323 Training		\$ 2,800.00	\$ 1,600.00	\$ 4,165.00	\$ 3,300.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7461
Division: Golf Course - 7461
Account: 3121 Travel

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Carolinas PGA Conferences for O Agbasi - Greensboro, NC. This is a 2 night stay and transport for the PGA Section meeting and merchandise display. Needed for education and PGA status. Fees fluctuate	\$ 400.00	\$ 510.00	\$ 600.00	\$ 600.00
2	PGA Golf Show (O Agbasi)/Education, Player Development	\$ 1,520.00	\$ 1,250.00	\$ 1,200.00	\$ 1,200.00
3	PGA Chapter Meetings. 1 day meeting/Education... Transport	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
4	Golf Course Superintendant (CGCSA) Conference - L Hayes	\$ 1,020.00	\$ 1,020.00	\$ 1,100.00	\$ 1,100.00
5	NRPA Conference (O Agbasi) - Dallas, TX			\$ 1,500.00	\$ -
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ 3,140.00	\$ 2,980.00	\$ 4,600.00	\$ 3,100.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7461
Division: Golf Course - 7461
Account: 3914 Contract Services

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	HVAC Service for Pro Shop and Maintenance Shop	\$ 940.00	\$ 940.00	\$ 1,200.00	\$ 1,200.00
2	Pest Control	\$ 540.00	\$ 540.00	\$ 700.00	\$ 700.00
3	Emergency Contracted Services.	\$ 4,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00
4	Carpet cleaning	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
5	Carolina Phone and Alarm Service		\$ 400.00	\$ 600.00	\$ 600.00
6	Bucks Fire Extinguisher and hood inspection. Replacing extinguishers as needed		\$ 860.00	\$ 1,000.00	\$ 1,000.00
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 5,880.00	\$ 5,140.00	\$ 6,900.00	\$ 6,900.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 11-General Fund
Dept #: Parks & Recreation - 7461
Division: Golf Course - 7461
Account: 4912 Fees & Dues

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	PGA Dues (O Agbasi)	\$ 700.00	\$ 1,000.00	\$ 1,400.00	\$ 1,400.00
2	CGCSA Class B (L Hayes)	\$ 400.00	\$ 450.00	\$ 450.00	\$ 450.00
3	NCDHHS (Grill License).. Service terminated FY22 and was looking to renew license in FY23; have contract with outside vendor who will be securing the license for their usage	\$ 600.00	\$ -	\$ -	\$ -
4	Sam' Club Membeship	\$ 20.00	\$ 20.00	\$ 25.00	\$ 25.00
5	Carolina Golf Association (Ghin Handicap Fees) - Registered GHIN Golfers can login to post scores, track statistics, calculate Course & Playing Handicaps, lookup golfers and more. The Course charges \$25 per user. This line all depends on the # of golfers that sign up. Estimating 100 sign ups for FY23-24.	\$ 900.00	\$ 900.00	\$ 1,600.00	\$ 1,600.00
6	State of NC Beverage Permit/ For FY24, GEC paying all alcohol fees	\$ 800.00	\$ 400.00	\$ -	\$ -
7	Irrigation Essentials .. Option of \$2,679/year or \$9,540/5yrs .. Unlimited 24 Hour Toll Free Support by Licensed Irrigators, 24/7/365 Emergency Paging Service, Extended Warranty Fulfilled by Qualified Toro Technicians, Free Controller Software Service Packs & Discounted Enhancements, 24 Hour Hardware Replacement, NSN Connect for Remote Connection and NSN Portal. Recommending 5 yr (60 month) fee option			\$ 9,540.00	\$ 9,540.00
8					
9					
10					
Total - 4912 Fees & Dues		\$ 3,420.00	\$ 2,770.00	\$ 13,015.00	\$ 13,015.00

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		8101 Finance		~ = Division by Zero					
Division:		8101 GF Transfers & Shared Services		* = Change < \$500					
				Purple Cell-Finance Input					
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1860	Worker's Comp Claims Cost	\$ -			\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
81002	Contingency		\$ 1,075,365.00	\$ 732,075.05	\$ 277,075.00	\$ 1,075,365.00	0.00%	\$ 12,450.36	-98.84%
81003	Transfer to Capital Projects	\$ 685,243.00		\$ -	\$ -	\$ 396,000.00	~	\$ 396,000.00	~
81005	Transfer to Capital Reserve Fund	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
81012	Transfer to Utilities Fund	\$ 290,592.00		\$ -	\$ -	\$ -	*	\$ -	*
	Total Transfers	\$ 976,835.00	\$ 1,076,365.00	\$ 733,075.05	\$ 278,075.00	\$ 1,472,365.00	36.79%	\$ 409,450.36	-61.96%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Finance-GF Transfers & Shared Services Bud	\$ 976,835.00	\$ 1,076,365.00	\$ 733,075.05	\$ 278,075.00	\$ 1,472,365.00	36.79%	\$ 409,450.36	-61.96%

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Finance - 8101		
Division:	GF Transfers & Shared Services - 8101		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1860	Worker's Comp Claims Cost			\$ -			
Total Salaries & Benefits				\$ -	\$ -	\$ -	\$ -
81002	Contingency		FY22 - 3 cent tax increase to build fund balance.	\$ 1,075,365.00	\$ 277,075.00	\$ 1,075,365.00	\$ 12,450.36
81003	Transfer to Capital Projects		Transfer for Herman Park Center Design Costs \$376K; City Manager requests \$20K for potential grant matches.	\$ -	\$ -	\$ 396,000.00	\$ 396,000.00
81005	Transfer to Capital Reserve Fund			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
81012	Transfer to Utilities Fund			\$ -			
Total Transfers				\$ 1,076,365.00	\$ 278,075.00	\$ 1,472,365.00	\$ 409,450.36
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Finance-GF Transfers & Shared Services B				\$ 1,076,365.00	\$ 278,075.00	\$ 1,472,365.00	\$ 409,450.36

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		8111 Finance		~ = Division by Zero					
Division:		8111 GF Debt Service		* = Change < \$500					
				Purple Cell-Finance Input					
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ 5,998.16	\$ 5,000.00	\$ 5,000.00	\$ 4,500.00	\$ 6,000.00	20.00%	\$ 6,000.00	20.00%
	Total Operating Expenditures	\$ 5,998.16	\$ 5,000.00	\$ 5,000.00	\$ 4,500.00	\$ 6,000.00	20.00%	\$ 6,000.00	20.00%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7100	Bond Principal	\$ 691,312.00	\$ 641,600.00	\$ 641,600.00	\$ 641,600.00	\$ 640,000.00	-0.25%	\$ 640,000.00	-0.25%
7131	Golf Course Equipment Loan	\$ 14,021.58	\$ 503,700.00	\$ 503,700.00	\$ 503,700.00	\$ 503,500.00	-0.04%	\$ 503,500.00	-0.04%
7132	Recreation Center Loan Payment	\$ 526,540.58	\$ 598,000.00	\$ 598,000.00	\$ 598,000.00	\$ 584,000.00	-2.34%	\$ 584,000.00	-2.34%
7160	Lease Purchase Payment	\$ 1,038,307.45	\$ 919,900.00	\$ 919,900.00	\$ 919,900.00	\$ 1,052,000.00	14.36%	\$ 1,052,000.00	14.36%
7161	City Hall Loan Payment	\$ 363,477.56	\$ 184,700.00	\$ 104,800.00	\$ 184,700.00	\$ 46,000.00	-75.09%	\$ 46,000.00	-75.09%
7164	Paramount Loan Payment	\$ 193,519.44	\$ 104,800.00	\$ 184,700.00	\$ 104,800.00	\$ 81,000.00	-22.71%	\$ 81,000.00	-22.71%
7167	Tiger Match/Settlement Loan	\$ 327,930.80	\$ 319,300.00	\$ 319,300.00	\$ 319,300.00	\$ 312,000.00	-2.29%	\$ 312,000.00	-2.29%
7168	Police Settlement Payment	\$ 186,320.00	\$ 182,100.00	\$ 182,100.00	\$ 182,100.00	\$ 178,000.00	-2.25%	\$ 178,000.00	-2.25%
7171	Police Evidence Loan	\$ 511,788.49	\$ 498,600.00	\$ 498,600.00	\$ 498,600.00	\$ 487,000.00	-2.33%	\$ 487,000.00	-2.33%
7173	SJAFB Comm Refuse Eq Loan	\$ 68,078.41	\$ 68,700.00	\$ 68,700.00	\$ 68,700.00	\$ 69,500.00	1.16%	\$ 69,500.00	1.16%
7200	Bond Interest	\$ 379,415.99	\$ 345,200.00	\$ 345,200.00	\$ 345,200.00	\$ 312,500.00	-9.47%	\$ 312,500.00	-9.47%
	Total Debt Service	\$ 4,300,712.30	\$ 4,366,600.00	\$ 4,366,600.00	\$ 4,366,600.00	\$ 4,265,500.00	-2.32%	\$ 4,265,500.00	-2.32%
	Total Finance-GF Debt Service Budget	\$ 4,306,710.46	\$ 4,371,600.00	\$ 4,371,600.00	\$ 4,371,100.00	\$ 4,271,500.00	-2.29%	\$ 4,271,500.00	-2.29%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 8111				
Division:	GF Debt Service - 8111				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
4920	Arbitrage Rebate Fees		Bingham Arbitrage Services - 001-E \$13M \$900; 007-G \$9.1M \$900; 019-GE \$7.5M \$1300; 020-G \$12.9M \$1300; 025-G \$5.3M \$1300; 026-G \$4.5M \$1300; 032-G \$11.7M \$1300; new debt \$750; price increase \$1000	\$ 5,000.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00
Total Operating Expenditures				\$ 5,000.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		Per Debt Service Schedules	\$ 641,600.00	\$ 641,600.00	\$ 640,000.00	\$ 640,000.00
7131	Golf Course Equipment Loan		Per Debt Service Schedules	\$ 503,700.00	\$ 503,700.00	\$ 503,500.00	\$ 503,500.00
7132	Recreation Center Loan Payment		Per Debt Service Schedules	\$ 598,000.00	\$ 598,000.00	\$ 584,000.00	\$ 584,000.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 919,900.00	\$ 919,900.00	\$ 1,052,000.00	\$ 1,052,000.00
7161	City Hall Loan Payment		Per Debt Service Schedules	\$ 184,700.00	\$ 184,700.00	\$ 46,000.00	\$ 46,000.00
7164	Paramount Loan Payment		Per Debt Service Schedules	\$ 104,800.00	\$ 104,800.00	\$ 81,000.00	\$ 81,000.00
7167	Tiger Match/Settlement Loan		Per Debt Service Schedules	\$ 319,300.00	\$ 319,300.00	\$ 312,000.00	\$ 312,000.00
7168	Police Settlement Payment		Per Debt Service Schedules	\$ 182,100.00	\$ 182,100.00	\$ 178,000.00	\$ 178,000.00
7171	Police Evidence Loan		Per Debt Service Schedules	\$ 498,600.00	\$ 498,600.00	\$ 487,000.00	\$ 487,000.00
7173	SJAFB Comm Refuse Eq Loan		Per Debt Service Schedules	\$ 68,700.00	\$ 68,700.00	\$ 69,500.00	\$ 69,500.00
7200	Bond Interest		Per Debt Service Schedules-loan not expected to be taken by FY22	\$ 345,200.00	\$ 345,200.00	\$ 312,500.00	\$ 312,500.00
Total Debt Service				\$ 4,366,600.00	\$ 4,366,600.00	\$ 4,265,500.00	\$ 4,265,500.00
Total Finance-GF Debt Service Budget				\$ 4,371,600.00	\$ 4,371,100.00	\$ 4,271,500.00	\$ 4,271,500.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Stormwater Fund Revenues

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		15-Stormwater Fund		Dept. Head	Catherine Gwynn				
Dept #:	Revenues	Finance		~ = Division by Zero					
Division:	Revenues	Revenues		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
8269	Stormwater Fee	\$ 1,621,115.73	\$ 1,601,528.00	\$ 1,601,528.00	\$ 1,604,429.00	\$ 1,604,000.00	0.15%	\$ 1,604,000.00	0.15%
	Total-Charges for Services-0004	\$ 1,621,115.73	\$ 1,601,528.00	\$ 1,601,528.00	\$ 1,604,429.00	\$ 1,604,000.00	0.15%	\$ 1,604,000.00	0.15%
8180	Investment Interest	\$ 1,607.05	\$ 1,100.00	\$ 1,100.00	\$ 16,642.00	\$ 10,000.00	809.09%	\$ 10,000.00	809.09%
8267	Loan Proceeds	\$ -	\$ 311,000.00	\$ 311,000.00	\$ 365,000.00	\$ 515,000.00	65.59%	\$ 235,000.00	-24.44%
8270	Loan Proceeds Installment Financing	\$ 267,551.24		\$ -	\$ -	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 269,158.29	\$ 312,100.00	\$ 312,100.00	\$ 381,642.00	\$ 525,000.00	68.22%	\$ 245,000.00	-21.50%
8302	Contrib in Aid of Construction (SWF	\$ 11,557.72	\$ 5,000.00	\$ 5,000.00	\$ 4,905.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
	Total-Miscellaneous-0006	\$ 11,557.72	\$ 5,000.00	\$ 5,000.00	\$ 4,905.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
8583	Fund Balance Withdrawal		\$ -	\$ 62,900.00	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 62,900.00	\$ -	\$ -	*	\$ -	*
	Total Revenues	\$ 1,901,831.74	\$ 1,918,628.00	\$ 1,981,528.00	\$ 1,990,976.00	\$ 2,134,000.00	11.23%	\$ 1,854,000.00	-3.37%

JUSTIFICATION SHEET Fiscal Year FY23-24 Fund: 15-Stormwater Fund Dept #: Finance - Revenues Division: Revenues - Revenues	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested Green Cell - Department Input
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Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
8269	Stormwater Fee		See Banner Stormwater Fund Revenue trend sheet.	\$ 1,601,528.00	\$ 1,604,429.00	\$ 1,604,000.00	\$ 1,604,000.00
	Total-Charges for Services-0004			\$ 1,601,528.00	\$ 1,604,429.00	\$ 1,604,000.00	\$ 1,604,000.00
8180	Investment Interest		Per Quarterly Interest Income Allocation.xlsx; Extrapolated Jun30 and Dept based on trend.	\$ 1,100.00	\$ 16,642.00	\$ 10,000.00	\$ 10,000.00
8267	Loan Proceeds		FY23 D#046-GE Truist equipment loan; FY24 D#047-GE Tentative	\$ 311,000.00	\$ 365,000.00	\$ 515,000.00	\$ 235,000.00
8270	Loan Proceeds Installment Financing			\$ -			
	Total-Capital Returns-0005			\$ 312,100.00	\$ 381,642.00	\$ 525,000.00	\$ 245,000.00
8302	Contrib in Aid of Construction (SWF		Based on historical trend.	\$ 5,000.00	\$ 4,905.00	\$ 5,000.00	\$ 5,000.00
	Total-Miscellaneous-0006			\$ 5,000.00	\$ 4,905.00	\$ 5,000.00	\$ 5,000.00
8583	Fund Balance Withdrawal		FY23 - PO Rollover \$62,900 and CDM Smith funding \$221,500	\$ -	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues			\$ 1,918,628.00	\$ 1,990,976.00	\$ 2,134,000.00	\$ 1,854,000.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Stormwater Fund Expenditures

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PUBLIC WORKS/ STORM WATER

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions-Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Stormwater Maintenance, Solid Waste, and Garage. Goals, objectives and significant budget issues for the Storm Water Division are as follows...

GOALS/MAJOR OBJECTIVES:

- Continue to streamline and improve efficiency of operations.
- Increase in-house efforts to clean and regrade residential ditches and maintain piped drainage systems.
- Improve street sweeping services and maintenance/cleaning of subsurface drainage systems to help reduce the introduction of debris into our major waterways.
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas.
- Continue to improve and advance the capabilities of the Stormwater Maintenance division.
- Fully implement and utilize CityWorks to track all work requirements.

SIGNIFICANT BUDGET ISSUES:

- Acquiring sufficient personnel, equipment, and maintenance materials to effectively maintain and repair an aging and neglected Stormwater infrastructure system.
- Prioritizing and balancing costs between in-house and contracted stormwater projects
- Funding to assess the City's entire Stormwater conveyance infrastructure system—mapping approved and underway FY22/23
- Funding to Stock Manholes, Riser Rings, Catch Basin frame/grates, HDPE Pipe and fittings/adapters. Several issues have been identified during the GIS mapping phase and need to be resolved

<div> <div> BUDGET SHEET </div> <div> Fiscal Year FY23-24 </div> </div> <div> <div> Fund: 15-Stormwater Fund </div> <div> Dept #: 4137 Public Works </div> <div> Division: 4137 Stormwater </div> </div> <div> <div> Dept. Head Rick Fletcher </div> <div> ~ = Division by Zero * = Change < \$500 </div> <div> Purple Cell-Finance Input </div> </div>									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 345,841.37	\$ 481,262.00	\$ 481,262.00	\$ 404,078.18	\$ 476,609.06	-0.97%	\$ 488,524.29	1.51%
1220	Salaries & Wages Overtime	\$ 3,586.29	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
1221	Employee Awards				\$ 125.00	\$ 400.00	*	\$ 400.00	*
1224	Cell Phone Stipend	\$ 44.69	\$ -	\$ 300.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*
1274	Call Duty Pay	\$ 3,125.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus	\$ 2,887.93		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ 575.00	\$ 730.25	~	\$ 730.25	~
1278	Wellness Earnings	\$ 1,807.34	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%
1280	Vacation Pay Out	\$ 2,630.50		\$ -	\$ 8,141.39	\$ -	*	\$ -	*
1810	Social Security	\$ 26,321.48	\$ 37,800.00	\$ 37,800.00	\$ 32,475.75	\$ 37,553.03	-0.65%	\$ 38,464.55	1.76%
1821	NCLGERS-Retirement	\$ 41,062.18	\$ 61,418.00	\$ 61,418.00	\$ 54,805.48	\$ 63,373.81	3.18%	\$ 64,912.07	5.69%
1822	401-K Retirement	\$ 14,395.23	\$ 19,764.00	\$ 19,764.00	\$ 16,980.78	\$ 19,635.57	-0.65%	\$ 20,112.18	1.76%
1830	Hospital Insurance	\$ 41,127.76	\$ 70,272.00	\$ 70,272.00	\$ 81,048.00	\$ 81,048.00	15.33%	\$ 58,944.00	-16.12%
1835	Group Term Life Insurance Coverage	\$ 279.12	\$ 420.00	\$ 420.00	\$ 385.44	\$ 385.44	*	\$ 385.44	*
1860	Worker's Comp Claims Cost		\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 2,443.59	\$ 2,590.00	\$ 2,590.00	\$ 3,010.00	\$ 3,203.00	23.67%	\$ 3,203.00	23.67%
	Total Salaries & Benefits	\$ 485,552.48	\$ 687,876.00	\$ 688,176.00	\$ 613,225.02	\$ 696,088.16	1.19%	\$ 688,825.77	0.14%
1932	Medical Exams	\$ 372.00	\$ 300.00	\$ 300.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*
1991	Consultant Fees	\$ 22,000.00	\$ 30,900.00	\$ 39,800.00	\$ 30,900.00	\$ 30,900.00	0.00%	\$ 30,900.00	0.00%
2121	Uniforms	\$ 5,619.48	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,500.00	6.25%	\$ 8,500.00	6.25%
2123	Protective Clothing	\$ 1,649.57	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%
2124	Shoes-Steel Toe	\$ 1,590.06	\$ 1,725.00	\$ 1,725.00	\$ 1,725.00	\$ 1,800.00	4.35%	\$ 1,800.00	4.35%
2203	Employee Appreciation	\$ 169.70	\$ 196.00	\$ 196.00	\$ 196.00	\$ 240.00	*	\$ 240.00	*
2323	Training	\$ 5,523.50	\$ 3,850.00	\$ 3,850.00	\$ 3,750.00	\$ 5,500.00	42.86%	\$ 5,500.00	42.86%
2501A	Fleet Charges Internal Use Only!	\$ 38,246.62	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 34,434.15	\$ 72,413.00	\$ 72,413.00	\$ 50,000.00	\$ 70,000.00	-3.33%	\$ 70,000.00	-3.33%
2993	Operational Supplies	\$ 50,971.42	\$ 50,000.00	\$ 49,700.00	\$ 65,000.00	\$ 75,000.00	50.00%	\$ 75,000.00	50.00%
2994	Tools	\$ 2,633.12	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
3121	Travel	\$ 1,144.89	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3210	Telephone & Communication Svcs	\$ 1,297.67	\$ 4,760.00	\$ 4,760.00	\$ 4,250.00	\$ 3,500.00	-26.47%	\$ 3,500.00	-26.47%
3250A	Postage-Internal Charges only!				\$ -	\$ 2.00	*	\$ 2.00	*
3410	Printing		\$ 100.00	\$ 100.00	\$ -	\$ 100.00	*	\$ 100.00	*
3522	Machine/Equipment Maintenance	\$ 15,402.20	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3594	Concrete Repairs	\$ 13,456.59	\$ 20,000.00	\$ 15,500.00	\$ 10,000.00	\$ 15,000.00	-25.00%	\$ 15,000.00	-25.00%
3913	Landfill Charges	\$ 24,195.02	\$ 35,600.00	\$ 35,600.00	\$ 35,600.00	\$ 40,000.00	12.36%	\$ 40,000.00	12.36%

BUDGET SHEET Fiscal Year FY23-24 Fund: 15-Stormwater Fund Dept. Head Rick Fletcher Dept #: 4137 Public Works ~ = Division by Zero Division: 4137 Stormwater * = Change < \$500 Purple Cell-Finance Input									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3914	Contract Services	\$ 3,850.00	\$ 4,200.00	\$ 4,200.00	\$ 2,100.00	\$ 4,200.00	0.00%	\$ 4,200.00	0.00%
3994	Tree Service	\$ 4,500.00	\$ 20,000.00	\$ 15,500.00	\$ 10,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
4221	Software License Fees	\$ 15,000.00	\$ 17,000.00	\$ 17,000.00	\$ 15,750.00	\$ 17,000.00	0.00%	\$ 17,000.00	0.00%
4511	Multi-Peril Insurance	\$ 4,882.00	\$ 5,175.00	\$ 5,175.00	\$ 3,706.00	\$ 4,319.00	-16.54%	\$ 4,319.00	-16.54%
4521	Auto Liability	\$ 13,393.56	\$ 13,859.00	\$ 13,859.00	\$ 14,219.00	\$ 16,628.00	19.98%	\$ 16,628.00	19.98%
4912	Fees & Dues	\$ 152.65	\$ 4,338.00	\$ 4,338.00	\$ 3,716.00	\$ 4,488.00	3.46%	\$ 4,488.00	3.46%
	Total Operating Expenditures	\$ 260,484.20	\$ 366,166.00	\$ 365,766.00	\$ 331,412.00	\$ 391,227.00	6.84%	\$ 391,227.00	6.84%
5099	Gates				\$ -	\$ 15,000.00	~	\$ -	*
5420	Tandem Dump Truck				\$ -	\$ 235,000.00	~	\$ 235,000.00	~
5448	1/2 Ton Pick-Up Truck w/Extended Cab				\$ -	\$ 53,500.00	~	\$ -	*
5490	Street Sweeper		\$ 290,000.00	\$ 299,000.00	\$ -	\$ -	*	\$ -	*
5494	Front End Loader				\$ -	\$ 280,000.00	~	\$ -	*
5527	Miscellaneous Equipment				\$ -	\$ 7,500.00	~	\$ 7,500.00	~
5526	Flail Mower				\$ -	\$ 12,500.00	~	\$ 12,500.00	~
5572	Security System				\$ -	\$ -	*	\$ -	*
5632	Utility Vehicle		\$ 21,000.00	\$ 75,000.00	\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 311,000.00	\$ 374,000.00	\$ -	\$ 603,500.00	94.05%	\$ 255,000.00	-18.01%
7160	Lease Purchase Payment				\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Stormwater Budget	\$ 746,036.68	\$ 1,365,042.00	\$ 1,427,942.00	\$ 944,637.02	\$ 1,690,815.16	23.87%	\$ 1,335,052.77	-2.20%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	15-Stormwater Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4137				
Division:	Stormwater - 4137				

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		11 FTE's		\$ 481,262.00	\$ 404,078.18	\$ 476,609.06	\$ 488,524.29
1220 Salaries & Wages Overtime		Funds used for overtime hours when crews are called in after hours for recovery operations or to respond to emergency situations - heavy rain event to include hurricanes that cause major flooding or downed trees. Snow and ice prep and/or removal operations. Crews responded to several weather and rain events.		\$ 6,000.00	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00
1221 Employee Awards		June 30: 1 retiree July 1 service awards \$300 (Michael Darden \$250) (Herman Worthington \$50)			\$ 125.00	\$ 400.00	\$ 400.00
1224 Cell Phone Stipend		IT rep @ 1/3 rate \$20 x12		\$ -	\$ 250.00	\$ 300.00	\$ 300.00
1274 Call Duty Pay		To fund employees for call duty operations. \$125.00/wk x 26wks = \$3,250.		\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275 Salaries & Wages Bonus				\$ -			
1277 Clothing Allowance		Superintendent (\$125) Supervisor (\$450) plus \$27%			\$ 575.00	\$ 730.25	\$ 730.25
1278 Wellness Earnings		\$300 per participating employee per year		\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1280 Vacation Pay Out		June 30: retirement/resignations		\$ -	\$ 8,141.39		
1810 Social Security		Sum of accounts 1210 - 1290 X 7.65%		\$ 37,800.00	\$ 32,475.75	\$ 37,553.03	\$ 38,464.55
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 61,418.00	\$ 54,805.48	\$ 63,373.81	\$ 64,912.07
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 19,764.00	\$ 16,980.78	\$ 19,635.57	\$ 20,112.18
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 70,272.00	\$ 81,048.00	\$ 81,048.00	\$ 58,944.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 420.00	\$ 385.44	\$ 385.44	\$ 385.44
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 1,500.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 2,590.00	\$ 3,010.00	\$ 3,203.00	\$ 3,203.00
Total Salaries & Benefits				\$ 687,876.00	\$ 613,225.02	\$ 696,088.16	\$ 688,825.77
1932 Medical Exams				\$ 300.00	\$ 250.00	\$ 300.00	\$ 300.00
1991 Consultant Fees	Y	Per Engineering		\$ 30,900.00	\$ 30,900.00	\$ 30,900.00	\$ 30,900.00
2121 Uniforms		30 June: Foresee depleting current available funds by end of year. 1 July: Funds used to provide Hi-visibility level 3 reflective uniform pants, shirts and winter jackets via contract for 10 employees.		\$ 8,000.00	\$ 8,000.00	\$ 8,500.00	\$ 8,500.00

JUSTIFICATION SHEET Fiscal Year FY23-24 Fund: 15-Stormwater Fund Dept #: Public Works - 4137 Division: Stormwater - 4137 Dept. Head-Rick Fletcher				Blue Font - Detail Schedule Requested Green Cell - Department Input			
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2123	Protective Clothing		30 June: Foresee using \$600 to purchase replacement chain saw chaps and gloves for the crew. 1 July: Used to purchase required personnel protective items such as rubber boots, gloves, respirators, safety glasses/goggles, hard hats, hearing protection and rain gear. (New---\$2,000)	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
2124	Shoes-Steel Toe		To purchase required steel-toe boots. Allowance is for \$150 for 10 employees, 1 supervisor and 1 superintendent. Funds were not used due to 3 perpetually vacant positions all year	\$ 1,725.00	\$ 1,725.00	\$ 1,800.00	\$ 1,800.00
2203	Employee Appreciation		\$20 each for 12 FTE	\$ 196.00	\$ 196.00	\$ 240.00	\$ 240.00
2323	Training	Y	30 June: Existing funds will be used for Basic concepts of supervisionx 6 employees = \$900, Managemt techniques training x8 employees = \$1200, Basic Drainage/Roadwaydrange Maintenance x 6 employees = \$900 1 July: Basic work zone installe 4 employees @ \$600, Workzone traffic control supervisor 1 Employee @ \$450. Trenching competent person training 4 employees @ \$700, Road safety fundamentals 4 employees @ \$600 and Reducing roadway crashes 9 Employees @ \$1,350 (on line) These classes are job specfic continuing eduation opportunities hosted by the North Carolina Local Technical Assistance program. They provide realtime technical training opportunies supporting job site safety and sustainment of our municipal stormwater infrastructure.	\$ 3,850.00	\$ 3,750.00	\$ 5,500.00	\$ 5,500.00
2501A	Fleet Charges Internal Use Only!			\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
2502A	Vehicle Fuel-Internal Charges			\$ 72,413.00	\$ 50,000.00	\$ 70,000.00	\$ 70,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	15-Stormwater Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4137				
Division:	Stormwater - 4137				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2993	Operational Supplies		July 1: Funds used to purchase materials and supplies necessary for daily maintenance operations. Including but not limited too; repairing stormwater cave-ins, installation of new stromwater pipes and catch basins, repairing pipes, ditch maintenance of the major stormwater tributaries, purchasing catch basin frame and grates, backfill dirt, ABC stone, rip rap, cold mix asphalt, seeding and landscaping materials. Requested increase result of infrastructure repair needs identified during GIS mapping initiative.	\$ 50,000.00	\$ 65,000.00	\$ 75,000.00	\$ 75,000.00
2994	Tools		June 30: all \$5,000 will be used 1 July: Funds to purchase/replace chain saws, pole saws, blowers, pipe saws, pipe saw blades, vibratory tamps and a variety of hand tools - e.g. shovels, rakes, pitchforks, brooms in support of daily and emergency operations.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3121	Travel	Y	Funds used to cover the cost of lodging, rental car and meals for attendance at the annual American Public Works Association "Stormwater Maintenance" Conference. 30 June: A new Stormwater Supervisor was hired within this time frame.	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
3210	Telephone & Communication Svcs		Cost covers 3 city cell phones: Supervisor, Senior Operator and Superintendent and 2 IPADS not yet received. The two IPADS will be used by the street sweeper and pipe crews for field operations. (\$4760)	\$ 4,760.00	\$ 4,250.00	\$ 3,500.00	\$ 3,500.00
3250A	Postage-Internal Charges only!		Allocated cost from Finance			\$ 2.00	\$ 2.00
3410	Printing		Funds to purchase literature and other printed material	\$ 100.00		\$ 100.00	\$ 100.00
3522	Machine/Equipment Maintenance		For the replacement of wearable equipment components - e.g. JetVac rodder hoses, suction pipes, nozzles, street sweeper hoses, curtains and brooms, flail mower blades and tracks for both mini excavators.	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3594	Concrete Repairs		Concrete repairs: Cover the cost of purchasing cement, pallets of bricks for the repair of failed stormwater infrastrucutre and the installation of new pipes of various types and sizes. (Concrete repairs)	\$ 20,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00
3913	Landfill Charges		Funds for the disposal of street sweepings, ditch clean out debris and collected construction debris.	\$ 35,600.00	\$ 35,600.00	\$ 40,000.00	\$ 40,000.00
3914	Contract Services	Y	Licensed trapper for animal control in ditches and streams	\$ 4,200.00	\$ 2,100.00	\$ 4,200.00	\$ 4,200.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	15-Stormwater Fund	Dept. Head-Rick Fletcher		Green Cell - Department Input	
Dept #:	Public Works - 4137				
Division:	Stormwater - 4137				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3994	Tree Service		Funds to source contractors to remove large trees impeding the flow of storm water through our major tributaries	\$ 20,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00
4221	Software License Fees		Cityworks software licence fee	\$ 17,000.00	\$ 15,750.00	\$ 17,000.00	\$ 17,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 5,175.00	\$ 3,706.00	\$ 4,319.00	\$ 4,319.00
4521	Auto Liability		Provided by Finance	\$ 13,859.00	\$ 14,219.00	\$ 16,628.00	\$ 16,628.00
4912	Fees & Dues	Y		\$ 4,338.00	\$ 3,716.00	\$ 4,488.00	\$ 4,488.00
Total Operating Expenditures				\$ 366,166.00	\$ 331,412.00	\$ 391,227.00	\$ 391,227.00
5099	Gates					\$ 15,000.00	\$ -
5420	Tandem Dump Truck					\$ 235,000.00	\$ 235,000.00
5448	1/2 Ton Pick-Up Truck w/Extended Cab					\$ 53,500.00	
5490	Street Sweeper			\$ 290,000.00		\$ -	\$ -
5494	Front End Loader					\$ 280,000.00	\$ -
5527	Miscellaneous Equipment					\$ 7,500.00	\$ 7,500.00
5526	Flail Mower					\$ 12,500.00	\$ 12,500.00
5572	Security System					\$ -	\$ -
5632	Utility Vehicle			\$ 21,000.00		\$ -	\$ -
Total Capital Outlay				\$ 311,000.00	\$ -	\$ 603,500.00	\$ 255,000.00
7160	Lease Purchase Payment		Provided by Finance		\$ -	\$ -	
Total Debt Service				\$ -			\$ -
Total Public Works-Stormwater Budget				\$ 1,365,042.00	\$ 944,637.02	\$ 1,690,815.16	\$ 1,335,052.77

CAPITAL OUTLAY			Fiscal Year FY23-24															
Fund:		15-Stormwater Fund Dept. Head-Rick Fletcher																
Dept #:		Public Works - 4137																
Division:		Stormwater - 4137																
		Current Asset Information								Replacement Asset Information								
		Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?		
1	5420	D-978	2004 Tandom Dump Truck	\$ 68,616.00	110000 Hrs	\$25,000	\$ 1,575.00	\$ 1,490.00	\$643.00	N	1	2023 Western star 16 Ton Dump Truck	Current Dump Truck is a 2004 16 ton with 110,000 miles. Mechancally it has cost \$50,127 to maintain this vehicle in parts and labor. With the increased expectations of the Stormwater division and the daily use of this truck, the	\$235,000.00	\$ 235,000.00			
2	5494	E-775	1998 Front end Loader	\$ 96,894.00	8200 Hrs	\$20,000	\$ 275.00	\$ 3,499.00	\$ 3,726.00	N	2	930 M Frontend Loader	Current machine is a 1998 Cat Frontend Loader with over 8,000 hrs. We have spent \$ 78,749 in parts and labor alone. It is becoming harder to find parts. This piece of equipment is used by mutiple divisions including Utility Maintenance as well as Streets/Stormwater. This is a key piece of equipment when inclement weater hits, allowing us to be mobile and to clear roadways.	\$280,000.00	\$ -			
3	5448	P-1151	2010 Pickup Truck	\$ 20,148.00	106,000 miles	\$10,000	\$ 1,330.00	\$ 1,181.00	\$ 1,275.00	N	3	F 150 4x4 pickup crew cab	Currently this truck is a two wheel drive and has 105,966 miles. This truck will be assigned to the Supervisor of the Stormwater department. This vehicle will be used on a daily basis and it is imperative to replace with a 4x4. Supervisor will be pulling light equipment such as arrow boards and trailors with equipment and materials to job sights. Vehicle will also be used in inclement weather such as snow and ice.	\$ 53,500.00	\$ -			
4	5526	E-1433	2019 Flail Mower and digging Bucket attachment for Bobcat Mini excavator	\$ 5,800.00	4000 + Hrs	\$ 500.00	\$ 1,200.00	out of service	out of service	N	4	This is a replacement Mower attachment and bucket	This is a replacement mower attachment for cutting Ditches,Waterway's and Stormwater outfalls. Current Mower is out of service do to ware on internal conponits and needs replaced.According to Bobcat this attachment is non-repairable Ditching Bucket is included in this Quote. These items are essential to the stormwater division in the ongoing Maintenace and repair of stomwater infrastructure.	\$ 12,500.00	\$ 12,500.00			
5	5527									N	5	Trench Box	Division does not have a trench box to safely work in trenches to repair infrastructure.	\$ 7,500.00	\$ 7,500.00			
6	5572									N		Upgrade PW-building access to secure entry access.	Facility upgrade for secure access -- fob entry with push-button override for admin. Total cost \$18K -- divided equally between GF, Stormwater Fund and Utility Fund at \$6K each.					
7	5099	N/A	Automatic access security gate for Public Works Complex.	N/A	N/A	N/A				N	6	Automated, electric chain driven gate with key fob access.	The current gate is manually operated and presents security issues--inadvertently left open after hours. An automated gate, similar to the Water Treatment Plant's access gate, would limit access and automatically open and close to ensure compound security is not compromised. Cost of the gate would be split between Utility Funds, Storm Water Funds and General Funds, \$15K each for a \$45K total. Must be approved in all three budgets (B & G, Stormwater & D & C) to fund project.	\$ 15,000.00	\$ -			
8																		
9																		
10																		
Total Capital Outlay				\$ 191,458.00		\$ 55,500.00	\$ 4,380.00	\$ 6,170.00	\$ 5,644.00					\$ 603,500.00	\$ 255,000.00			

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 1991 Consultant Fees

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Annual Stormwater Reports-per Engineering (ES&GS Services)	\$ 30,900.00	\$ 30,900.00	\$ 30,900.00	\$ 30,900.00
2						
3						
4						
5						
6						
7						
8						
9						
10						
		Total - 1991 Consultant Fees	\$ 30,900.00	\$ 30,900.00	\$ 30,900.00	\$ 30,900.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 2323 Training

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Basic Work Zone installer x 4 emplooyees @ \$150ea = \$600	\$ 450.00		\$ 600.00	\$ 600.00
2	Work Zone traffic control Supervisor x 1 employee @ = \$450	\$ 600.00		\$ 450.00	\$ 450.00
3	Trenching competent person trainning x 4 @ \$175 ea = \$700	\$ 750.00	\$ 750.00	\$ 700.00	\$ 700.00
4	Road Safety fundamentals x 4 employees @ 150 ea =	\$ 600.00		\$ 600.00	\$ 600.00
5	Reducing roadway crashes on line x9 employees @c\$150=	\$ 450.00		\$ 1,350.00	\$ 1,350.00
6	CDL training class x 1 employee @ \$1800	\$ 400.00		\$ 1,800.00	\$ 1,800.00
7		\$ 600.00			
8	basic concepts of supervision class 150ea = \$900		\$ 900.00		
9	Magagement techniques class 150ea = \$1200		\$ 1,200.00		
10	Basic Drainage/Roadway Maintenance 150 ea = 900		\$ 900.00		
	Total - 2323 Training	\$ 3,850.00	\$ 3,750.00	\$ 5,500.00	\$ 5,500.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	15-Stormwater Fund		Dept. Head-Rick Fletcher			
Dept #:	Public Works - 4137					
Division:	Stormwater - 4137					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Used to cover the cost of registration fees, lodging, rental car and meals for attendance at the annual American Public Works Association "Storm Water Maintenance" Conference.	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
2	Funds were not used do to hiring a new Stormwater Supervisor.				
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 3914 Contract Services

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Fee for trapper of aquatic animal control for ditches/streams	\$ 4,200.00	\$ 2,100.00	\$ 4,200.00	\$ 4,200.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 4,200.00	\$ 2,100.00	\$ 4,200.00	\$ 4,200.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Pesticides and Collections 1 renewals 3@ \$100 ea	\$ 150.00	\$ 150.00	\$ 300.00	\$ 300.00
2	Annual Stormwater permit fee for the PW Complex	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00
3	Annual American Public Works Assoc. membership renewal	\$ 222.00		\$ 222.00	\$ 222.00
4	Annual Stormwater Conference fee for 2 employees	\$ 400.00		\$ 400.00	\$ 400.00
5	Clear Water Education Partnership dues...new state requirement must be paid	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00
6					
7					
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 4,338.00	\$ 3,716.00	\$ 4,488.00	\$ 4,488.00

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Safe & Secure
Community



Strong & Diverse
Economy



Exceptional Quality
of Life



Racial & Cultural
Harmony



Model for Excellence in
Government

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life everyday

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:	15-Stormwater Fund			Dept. Head	Catherine Gwynn				
Dept #:	8101	Finance	~ = Division by Zero						
Division:	8101	GF Transfers & Shared Services	* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
					\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
81002	Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 66,000.00	~
81003	Transfer to Capital Projects	\$ 877,778.00	\$ 244,871.00	\$ 244,871.00	\$ 244,871.00	\$ 257,352.00	5.10%	\$ 267,114.00	9.08%
88102	Shared Services-Genl Fd to Stmwtr	\$ 110,245.00	\$ 127,915.00	\$ 127,915.00	\$ 127,915.00	\$ 129,533.00	1.26%	\$ 129,533.00	1.26%
	Total Transfers & Shared Services	\$ 988,023.00	\$ 372,786.00	\$ 372,786.00	\$ 372,786.00	\$ 386,885.00	3.78%	\$ 462,647.00	24.11%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Finance-GF Transfers & Shared Services Bud	\$ 988,023.00	\$ 372,786.00	\$ 372,786.00	\$ 372,786.00	\$ 386,885.00	3.78%	\$ 462,647.00	24.11%

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	15-Stormwater Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Finance - 8101		
Division:	GF Transfers & Shared Services - 8101		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
0	0			\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits			\$ -	\$ -	\$ -	\$ -
81002	Contingency		5% Contingency	\$ -	\$ -	\$ -	\$ 66,000.00
81003	Transfer to Capital Projects		Transfer to Stormwater CPF - T2201	\$ 244,871.00	\$ 244,871.00	\$ 257,352.00	\$ 267,114.00
88102	Shared Services-Genl Fd to Stmwtr		Per Service Fee calculation spreadsheet	\$ 127,915.00	\$ 127,915.00	\$ 129,533.00	\$ 129,533.00
	Total Transfers & Shared Services			\$ 372,786.00	\$ 372,786.00	\$ 386,885.00	\$ 462,647.00
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Finance-GF Transfers & Shared Services B			\$ 372,786.00	\$ 372,786.00	\$ 386,885.00	\$ 462,647.00

EXPENDITURE SHEET									
Fiscal Year FY23-24									
Fund: 15-Stormwater Fund			Dept. Head Catherine Gwynn						
Dept #: 8111 Finance			~ = Division by Zero						
Division: 8111 GF Debt Service			* = Change < \$500						
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ 259.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 259.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7160	Lease Purchase Payment	\$ 123,117.85	\$ 180,500.00	\$ 180,500.00	\$ 180,500.00	\$ 56,000.00	-68.98%	\$ 56,000.00	-68.98%
	Total Debt Service	\$ 123,117.85	\$ 180,500.00	\$ 180,500.00	\$ 180,500.00	\$ 56,000.00	-68.98%	\$ 56,000.00	-68.98%
	Total Finance-GF Debt Service Budget	\$ 123,376.85	\$ 180,800.00	\$ 180,800.00	\$ 180,800.00	\$ 56,300.00	-68.86%	\$ 56,300.00	-68.86%

JUSTIFICATION SHEET		Fiscal Year FY23-24			Blue Font - Detail Schedule Requested
Fund:	15-Stormwater Fund		Dept. Head-Catherine Gwynn		Green Cell - Department Input
Dept #:	Finance - 8111				
Division:	GF Debt Service - 8111				

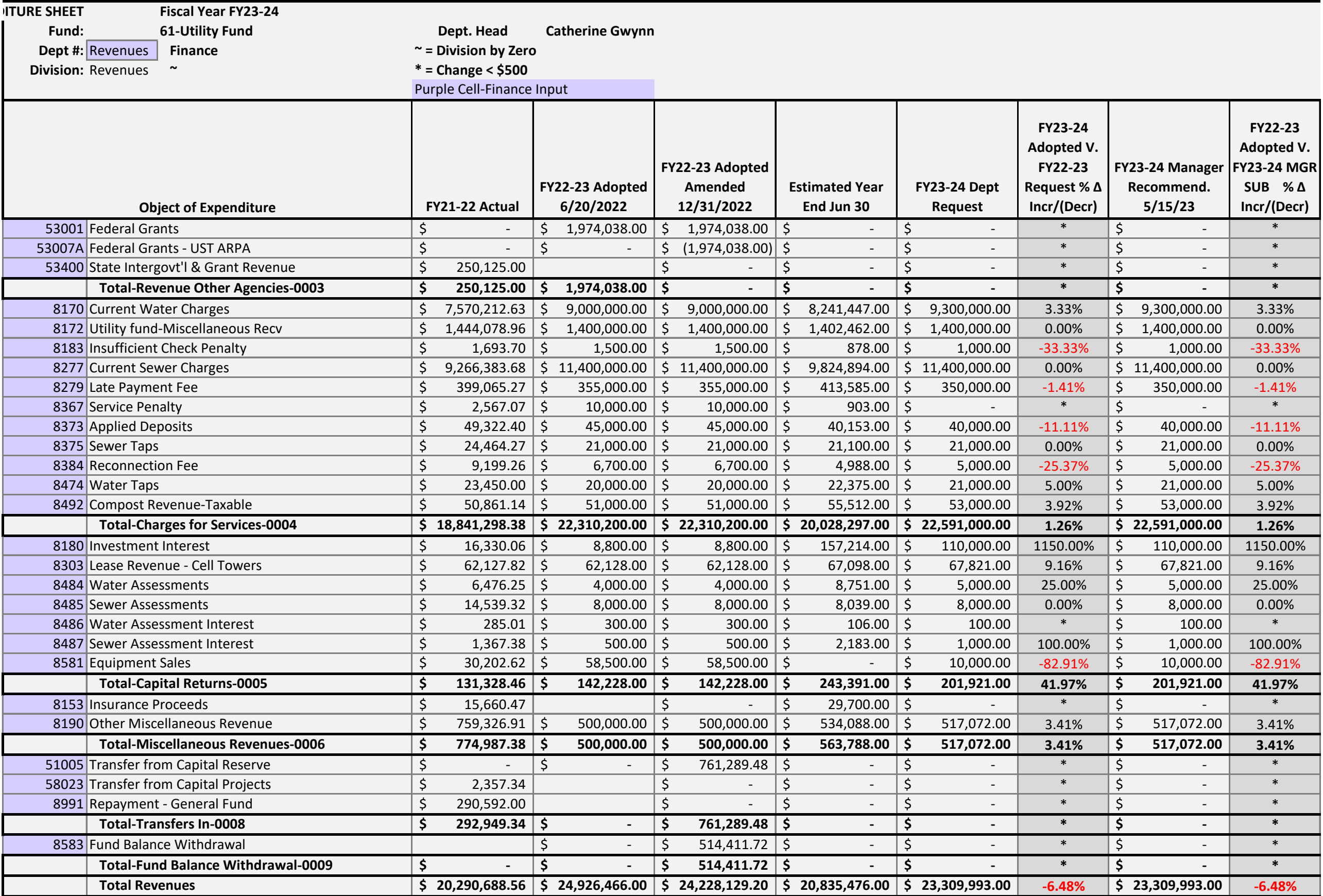
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4920	Arbitrage Rebate Fees		Estimated arbitrage fees	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
	Total Operating Expenditures			\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 180,500.00	\$ 180,500.00	\$ 56,000.00	\$ 56,000.00
	Total Debt Service			\$ 180,500.00	\$ 180,500.00	\$ 56,000.00	\$ 56,000.00
	Total Finance-GF Debt Service Budget			\$ 180,800.00	\$ 180,800.00	\$ 56,300.00	\$ 56,300.00

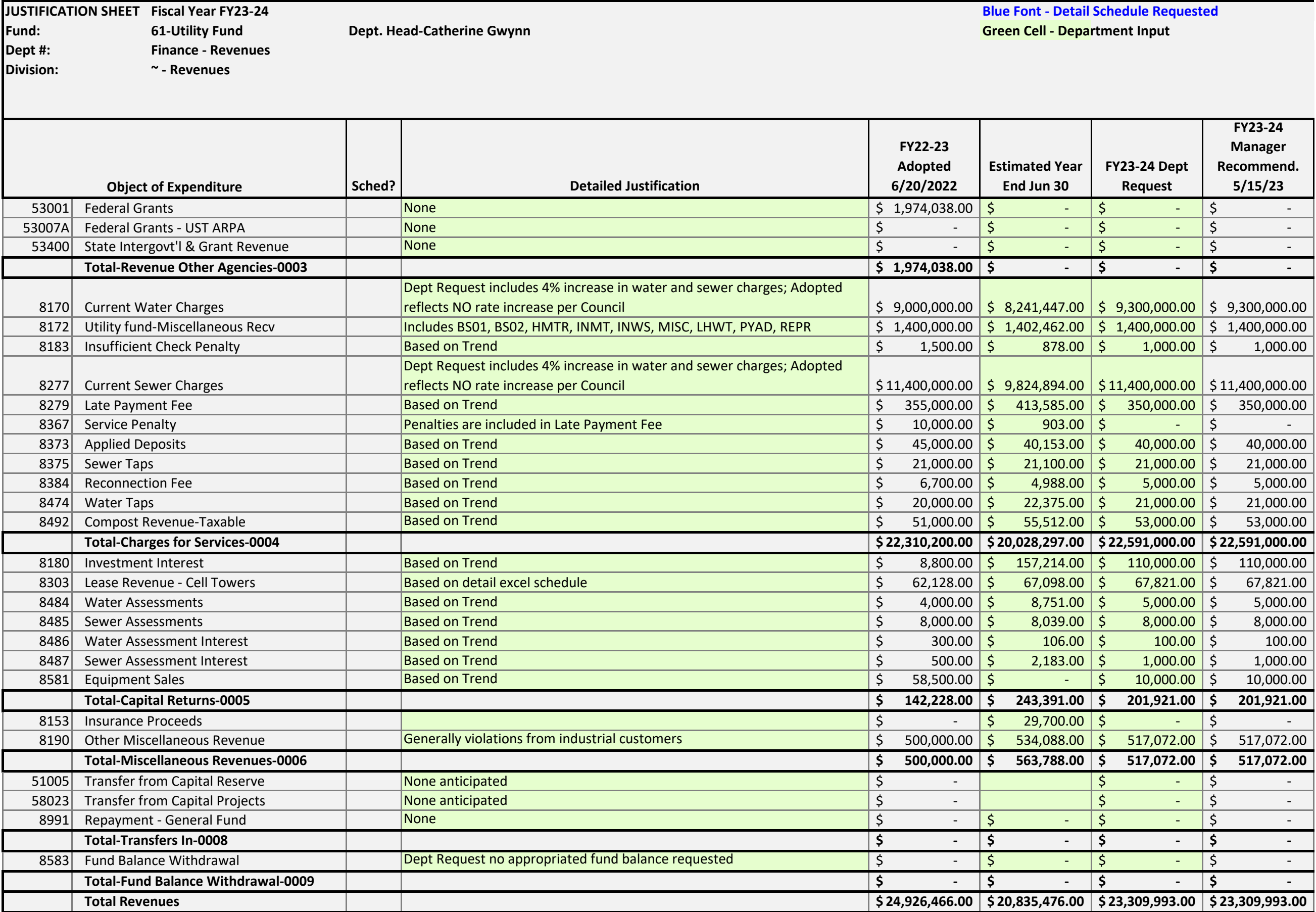


FY2023-2024 Manager's Recommended Budget

May 15, 2023

Utility Fund Revenues







FY2023-2024 Manager's Recommended Budget

May 15, 2023

Utility Fund Expenditures

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: UTILITY METER READING, BILLING & INVENTORY

DEPARTMENT OVERVIEW:

The Utility Meter Reading, Billing and Inventory organization is a division of the Finance Department. The Utility Meter Reading and Billing section of this division is responsible for meter maintenance, collecting of water meter readings, customer water meter on/off requests, utility service billing and payment collections. This division section is supervised by the Customer Service Manager. The Procurement and Inventory section is responsible for maintaining the formal inventory system for water, wastewater and miscellaneous inventoried items. In addition to the warehouse inventory, the Procurement Manager oversees the procurement and contracting of services, supplies, materials and equipment ensuring compliance with Federal law, NC General Statutes and local policy, as well as the surplus of property.

GOALS/MAJOR OBJECTIVES:

- Maintain or improve meter reading services utilizing the AMR Sensus Software.
- Continue to service and satisfy utility customers.
- Create a formal Customer Service Policy.
- Ongoing improvements to the newly established perpetual inventory system for water, wastewater and other inventoried items.
- Update the City Procurement Policy.
- Begin development of a department buyer program to offer training and support to users.
- Implementation of Vendor Registry system for online vendor registration and approval.

SIGNIFICANT BUDGET ISSUES:

- Staffing levels to complete the late FY22 audit and timely completion of FY23 audit.
- Costs associated with the maintaining of water meters.
- Cost of maintaining and/or replacing aging vehicle and equipment.
- Cost of monthly credit card fees and monthly billing for mailing/processing utility bills.

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	61-Utilities Fund	Dept. Head	Catherine Gwynn
Dept #:	4174 Finance	~ = Division by Zero	
Division:	4174 Utility Meter Reading, Billing & Inventory	* = Change < \$500	
Purple Cell-Finance Input			

							FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request			
1210	Salaries & Wages Regular	\$ 219,110.56	\$ 252,952.00	\$ 252,952.00	\$ 252,861.25	\$ 254,308.20	0.54%	\$ 260,665.91	3.05%
1224	Cell Phone Stipend	\$ 775.32	\$ 1,440.00	\$ 1,440.00	\$ 800.00	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%
1275	Salaries & Wages Bonus	\$ 1,856.26		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,638.68	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
1810	Social Security	\$ 16,690.97	\$ 19,599.00	\$ 19,599.00	\$ 19,542.79	\$ 19,702.44	0.53%	\$ 20,188.80	3.01%
1821	NCLGERS-Retirement	\$ 25,399.23	\$ 31,845.00	\$ 31,845.00	\$ 32,980.05	\$ 32,013.24	0.53%	\$ 32,803.50	3.01%
1822	401-K Retirement	\$ 8,903.97	\$ 10,248.00	\$ 10,248.00	\$ 10,218.45	\$ 10,301.93	0.53%	\$ 10,556.24	3.01%
1830	Hospital Insurance	\$ 39,305.14	\$ 44,382.00	\$ 44,382.00	\$ 44,208.00	\$ 44,208.00	-0.39%	\$ 44,208.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 203.45	\$ 229.00	\$ 229.00	\$ 210.24	\$ 210.24	*	\$ 210.24	*
1860	Worker's Comp Claims Cost		\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 1,181.62	\$ 1,253.00	\$ 1,253.00	\$ 1,582.00	\$ 1,684.00	34.40%	\$ 1,684.00	34.40%
1899	Less: Reimbursed by Grants		\$ -	\$ (178,957.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 315,065.20	\$ 364,748.00	\$ 185,791.00	\$ 364,202.77	\$ 365,668.05	0.25%	\$ 373,556.69	2.42%
1911	Audit	\$ 49,537.50	\$ 40,000.00	\$ 40,000.00	\$ 55,000.00	\$ 95,000.00	137.50%	\$ 95,000.00	137.50%
1915	Bank Fees	\$ 127,057.62	\$ 110,000.00	\$ 110,000.00	\$ 108,000.00	\$ 110,000.00	0.00%	\$ 110,000.00	0.00%
1932	Medical Exams	\$ 69.00		\$ -	\$ -	\$ -	*	\$ -	*
2121	Uniforms	\$ 2,060.72	\$ 2,100.00	\$ 2,600.00	\$ 2,675.00	\$ 2,700.00	28.57%	\$ 2,700.00	28.57%
2123	Protective Clothing	\$ 41.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2124	Shoes-Steel Toe	\$ 259.95	\$ 660.00	\$ 660.00	\$ 660.00	\$ 660.00	0.00%	\$ 660.00	0.00%
2203	Employee Appreciation	\$ 96.00	\$ 102.00	\$ 102.00	\$ 102.00	\$ 120.00	*	\$ 120.00	*
2323	Training	\$ 395.00	\$ 2,650.00	\$ 2,650.00	\$ 2,280.00	\$ 2,250.00	-15.09%	\$ 2,250.00	-15.09%
2501A	Fleet Charges Internal Use Only!	\$ 3,895.57	\$ 4,550.00	\$ 4,550.00	\$ 3,500.00	\$ 4,550.00	0.00%	\$ 4,550.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 8,082.71	\$ 18,827.00	\$ 18,827.00	\$ 10,500.00	\$ 18,000.00	-4.39%	\$ 18,000.00	-4.39%
2601	Office Supplies	\$ 849.68		\$ -	\$ -	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 2,162.43	\$ 6,500.00	\$ 7,000.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
2994	Tools	\$ 897.70	\$ 1,500.00	\$ 1,500.00	\$ 1,300.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3121	Travel	\$ 938.56	\$ 2,900.00	\$ 2,900.00	\$ 2,263.00	\$ 3,950.00	36.21%	\$ 3,950.00	36.21%
3210	Telephone & Communication Svcs	\$ 3,317.75	\$ 5,000.00	\$ 5,000.00	\$ 4,100.00	\$ 16,221.00	224.42%	\$ 16,221.00	224.42%
3250A	Postage-Internal Charges only!		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
3410	Printing	\$ 100.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
3421	Copy Machine Cost	\$ 1,324.21	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3522	Machine/Equipment Maintenance	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	*	\$ 15.00	*
3914	Contract Services	\$ 118,078.07	\$ 138,900.00	\$ 146,700.00	\$ 146,700.00	\$ 150,000.00	7.99%	\$ 150,000.00	7.99%
4221	Software License Fees	\$ 54,605.30	\$ 64,600.00	\$ 64,600.00	\$ 63,420.00	\$ 64,520.00	-0.12%	\$ 64,520.00	-0.12%
4511	Multi-Peril Insurance	\$ 1,247.00	\$ 1,322.00	\$ 1,322.00	\$ 1,364.00	\$ 1,590.00	20.27%	\$ 1,590.00	20.27%

EXPENDITURE SHEET									
Fiscal Year FY23-24									
Fund: 61-Utilities Fund		Dept. Head Catherine Gwynn							
Dept #: 4174 Finance		~ = Division by Zero							
Division: 4174 Utility Meter Reading, Billing & Inven		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4521	Auto Liability	\$ 904.05	\$ 935.00	\$ 935.00	\$ 1,166.00	\$ 1,363.00	45.78%	\$ 1,363.00	45.78%
4912	Fees & Dues	\$ 150.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
4990	Equipment Expense	\$ 494.42		\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 376,579.24	\$ 405,061.00	\$ 413,861.00	\$ 413,545.00	\$ 483,439.00	19.35%	\$ 483,439.00	19.35%
5471	1/2 Ton Pick-Up Truck				\$ -	\$ 32,600.00	~	\$ 32,600.00	~
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 32,600.00	~	\$ 32,600.00	~
	Total Finance-Utility Meter Reading, Billing & Inve	\$ 691,644.44	\$ 769,809.00	\$ 599,652.00	\$ 777,747.77	\$ 881,707.05	14.54%	\$ 889,595.69	15.56%

JUSTIFICATION SHEET Fiscal Year FY23-24				Blue Font - Detail Schedule Requested			
Fund: 61-Utilities Fund		Dept. Head-Catherine Gwynn		Green Cell - Department Input			
Dept #: Finance - 4174							
Division: Utility Meter Reading, Billing & Inventory - 4174							

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	61-Utilities Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 4174				
Division:	Utility Meter Reading, Billing & Inventory - 4174				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3210	Telephone & Communication Svcs		Verizon Connect \$64.76 per month(\$777.12); Spectrum phone billing per IT for telephone service for Utility Fund (all orgns) \$5k; Phone cases for 4 Meter Readers (per Brad in IT-phone upgrade @ no charge & service cost will remain the same) \$21.00 x 4(\$84.00) , 5 ipads for Meter Readers & Procurement Specialist-Cityworks workorder implementation, Verizon cell service \$45/mth -5 ipads-\$2700, Verizon cell service \$45/mt 4 iPhones (meter readers) \$2,160; 5 ipads for City works for 4 meter readers & 1 procurement spec @ \$1100/ea	\$ 5,000.00	\$ 4,100.00	\$ 16,221.00	\$ 16,221.00
3250A	Postage-Internal Charges only!		Monthly Fees	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3410	Printing		Door Tags for Meter Services	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		Copier/scanner/printers at the Warehouse and Billing Office	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3522	Machine/Equipment Maintenance		Buck's Fire Extinguisher Sales & Service	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
3914	Contract Services	Y	See Schedule	\$ 138,900.00	\$ 146,700.00	\$ 150,000.00	\$ 150,000.00
4221	Software License Fees	Y	See Schedule	\$ 64,600.00	\$ 63,420.00	\$ 64,520.00	\$ 64,520.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,322.00	\$ 1,364.00	\$ 1,590.00	\$ 1,590.00
4521	Auto Liability		Provided by Finance	\$ 935.00	\$ 1,166.00	\$ 1,363.00	\$ 1,363.00
4912	Fees & Dues	Y	See Schedule	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
4990	Equipment Expense			\$ -	\$ -	\$ -	
Total Operating Expenditures				\$ 405,061.00	\$ 413,545.00	\$ 483,439.00	\$ 483,439.00
5471	1/2 Ton Pick-Up Truck		Replace P1221 2012 Toyota truck with 2023 Chevrolet Colorado	\$ -	\$ -	\$ 32,600.00	\$ 32,600.00
				\$ -	\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ 32,600.00	\$ 32,600.00
Total Finance-Utility Meter Reading, Billing & In				\$ 769,809.00	\$ 777,747.77	\$ 881,707.05	\$ 889,595.69

CAPITAL OUTLAY					Fiscal Year FY23-24											
Fund:		61-Utilities Fund		Dept. Head-Catherine Gwynn												
Dept #:		Finance - 4174														
Division:		Utility Meter Reading, Billing & Inventory - 4174														
Current Asset Information										Replacement Asset Information						
Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
1	5471	P1221	2012 Toyota truck	\$ 17,505.88	132,309	\$ 7,500.00	\$ 797.94	\$ 1,177.10	\$ 310.79	N		2024 Chevy Colorado	old/mileage	\$ 32,600.00	\$ 32,600.00	
2																
3																
4																
5																
6																
7																
8																
9																
10																
Total Capital Outlay Reques				\$ 17,505.88		\$ 7,500.00	\$ 797.94	\$ 1,177.10	\$ 310.79					\$ 32,600.00	\$ 32,600.00	

SUPPORTING SCHEDULE			Fiscal Year FY23-24		
Fund:	61-Utilities Fund		Dept. Head-Catherine Gwynn		
Dept #:	Finance - 4174				
Division:	Utility Meter Reading, Billing & Inventory - 4174				
Account:	2323 Training				

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Registration fees for Procurement Classes/UNC-SOG/Procurement Mgr & Tech/Continuing education & certification. 2 x Conference Registration fee \$225x2 = \$450, 4 x Class registration for Procurement Specialist. Classes are additional points requirements of the CLGPO Certification. 450x4=1800	\$ 450.00	\$ 450.00	\$ 2,250.00	\$ 2,250.00
2	Basic Principles of Local Government Purchasing (in-person)	\$ 600.00	\$ 578.00	\$ -	\$ -
3	Intermediate Purchasing Seminar (in-person)	\$ 475.00	\$ 364.00	\$ -	\$ -
4	Contracting for Construction and Design Services (in-person)	\$ 475.00	\$ 368.00	\$ -	\$ -
5	Introduction to Local Government Finance (in-person)	\$ 650.00	\$ 520.00	\$ -	\$ -
6					
7					
8					
9					
10					
	Total - 2323 Training	\$ 2,650.00	\$ 2,280.00	\$ 2,250.00	\$ 2,250.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund
Dept. Head-Catherine Gwynn
Dept #: Finance - 4174
Division: Utility Meter Reading, Billing & Inventory - 4174
Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Rooms and mileage for Procurement Classes/UNC-SOG/Procurement Mgr & Procurement Specialist/Continuing education & certification 6 nights x 175.00	\$ -	\$ -	\$ 1,050.00	\$ 1,050.00
2	Basic Principles of Local Government Purchasing 600.00	\$ 435.00	\$ -	\$ -	\$ -
3	Intermediate Purchasing Seminar 475.00	\$ 435.00	\$ 405.00	\$ -	\$ -
4	Contracting for Construction and Design Services 475.00	\$ 435.00	\$ 338.00	\$ -	\$ -
5	Introduction to Local Government Finance 650.00	\$ 435.00	\$ -	\$ -	\$ -
6	CAGP Conference (required for RP-CLGPO points)	\$ 1,160.00	\$ 1,260.00	\$ 2,900.00	\$ 2,900.00
7	Performance Management in Purchasing and Contracting		\$ 260.00		
8					
9					
10					
	Total - 3121 Travel	\$ 2,900.00	\$ 2,263.00	\$ 3,950.00	\$ 3,950.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	61-Utilities Fund		Dept. Head-Catherine Gwynn			
Dept #:	Finance - 4174					
Division:	Utility Meter Reading, Billing & Inventory - 4174					
Account:	3914 Contract Services					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		Publiq Software Monthly Billings for mailing/processing utility billings	\$ 120,000.00	\$ 139,700.00	\$ 122,350.00	\$ 122,350.00
2		Online Utility Exchange - Credit Check for Utility Customers	\$ 8,900.00	\$ 2,500.00	\$ 8,900.00	\$ 8,900.00
3		Contract Professional Assistance-FY22 Audit, GASB 87 Leases, GASB 96 SBITAs - 125 hours @ \$150/hr	\$ 10,000.00	\$ 4,500.00	\$ 18,750.00	\$ 18,750.00
4						
5						
6						
7						
8						
9						
10						
		Total - 3914 Contract Services	\$ 138,900.00	\$ 146,700.00	\$ 150,000.00	\$ 150,000.00

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	61-Utilities Fund		Dept. Head-Catherine Gwynn			
Dept #:	Finance - 4174					
Division:	Utility Meter Reading, Billing & Inventory - 4174					
Account:	4221 Software License Fees					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1		HRS Pro Escheat Software	\$ 500.00	\$ 420.00	\$ 420.00	\$ 420.00
2		Ferguson Analytical Annual Support	\$ 25,300.00	\$ 25,000.00	\$ 25,300.00	\$ 25,300.00
3		Ferguson Sensus AMI Support	\$ 25,300.00	\$ 25,000.00	\$ 25,300.00	\$ 25,300.00
4		Ferguson Base Station Extended Warranty	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
5		Publiq (QS1 software)	\$ 9,000.00	\$ 8,500.00	\$ 9,000.00	\$ 9,000.00
6						
7						
8						
9						
10						
		Total - 4221 Software License Fees	\$ 64,600.00	\$ 63,420.00	\$ 64,520.00	\$ 64,520.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 61-Utilities Fund

Dept. Head-Catherine Gwynn

Dept #: Finance - 4174

Division: Utility Meter Reading, Billing & Inventory - 4174

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NCAGP membership for Purchasing - Tim	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
2	NCAGP membership for Purchasing - Richard	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
3					
4					
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11					
12					
13					
14					
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16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
Total - 4912 Fees & Dues		\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00

FISCAL YEAR 2023-2024 BUDGET

DEPARTMENT/DIVISION: PUBLIC WORKS/DISTRIB & COLLECT

DEPARTMENT OVERVIEW:

The Public Works Department is comprised of seven divisions--Administration, Buildings & Grounds Maintenance, Cemeteries, Distribution & Collection, Street & Stormwater Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Distributions and Collections Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Expand the proactive assessment of our infrastructure (systems integrity project) including NASSCO standards.
- Continued maintenance of sewer collection and water distribution systems
- Continue to encourage and expand staff education and certification levels.
- Work with other departments on I & I projects.
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas

SIGNIFICANT BUDGET ISSUES:

- Increasing costs of materials and supplies associated with maintaining aging water distribution and sewer collections infrastructure.
- Cost of maintaining and replacing an aging vehicle and equipment fleet.
- Cost and scheduling of CDL courses.

<div> <div> BUDGET SHEET </div> <div> Fiscal Year FY23-24 </div> </div> <div> <div> Fund: 61-Utilities Fund </div> <div> Dept #: 4175 Public Works </div> <div> Division: 4175 Distribution & Collections </div> </div> <div> <div> Dept. Head Rick Fletcher </div> <div> ~ = Division by Zero * = Change < \$500 </div> <div> Purple Cell-Finance Input </div> </div>									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 780,145.81	\$ 1,072,001.00	\$ 1,074,301.00	\$ 902,508.54	\$ 1,072,549.62	0.05%	\$ 1,099,363.36	2.55%
1220	Salaries & Wages Overtime	\$ 28,409.32	\$ 45,000.00	\$ 45,000.00	\$ 35,000.00	\$ 40,000.00	-11.11%	\$ 40,000.00	-11.11%
1221	Employee Awards				\$ -	\$ 1,088.00	~	\$ 1,088.00	~
1224	Cell Phone Stipend	\$ 72.40	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
1260	Salaries & Wages Part-Time				\$ -	\$ 20,000.00	~	\$ 20,000.00	~
1274	Call Duty Pay	\$ 6,125.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 6,808.26		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance				\$ 200.00	\$ 254.00	*	\$ 254.00	*
1278	Wellness Earnings	\$ 3,826.84	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00	0.00%	\$ 6,900.00	0.00%
1280	Vacation Pay Out	\$ 3,648.47	\$ 5,669.00	\$ 5,669.00	\$ 800.00	\$ 5,925.00	4.52%	\$ 5,925.00	4.52%
1810	Social Security	\$ 61,696.42	\$ 86,909.00	\$ 86,909.00	\$ 72,843.95	\$ 88,244.02	1.54%	\$ 90,295.27	3.90%
1821	NCLGERS-Retirement	\$ 94,584.87	\$ 141,214.00	\$ 141,214.00	\$ 122,930.12	\$ 148,919.00	5.46%	\$ 152,380.65	7.91%
1822	401-K Retirement	\$ 33,158.95	\$ 45,443.00	\$ 45,443.00	\$ 38,088.34	\$ 46,140.66	1.54%	\$ 47,213.21	3.90%
1830	Hospital Insurance	\$ 120,545.83	\$ 184,925.00	\$ 184,925.00	\$ 184,200.00	\$ 184,200.00	-0.39%	\$ 184,200.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 687.64	\$ 954.00	\$ 954.00	\$ 876.00	\$ 876.00	-8.18%	\$ 876.00	-8.18%
1860	Worker's Comp Claims Cost	\$ 4,171.70	\$ 7,200.00	\$ 7,200.00	\$ 1,000.00	\$ 3,000.00	-58.33%	\$ 3,000.00	-58.33%
1861	Worker's Compensation Insurance	\$ 5,960.76	\$ 6,318.00	\$ 6,318.00	\$ 6,704.00	\$ 7,134.00	12.92%	\$ 7,134.00	12.92%
1899	Less: Reimbursed by Grants		\$ -	\$ (609,346.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 1,149,842.27	\$ 1,609,033.00	\$ 1,002,287.00	\$ 1,378,850.96	\$ 1,632,030.30	1.43%	\$ 1,665,429.50	3.50%
1932	Medical Exams	\$ 636.00	\$ 500.00	\$ 500.00	\$ 682.00	\$ 1,000.00	100.00%	\$ 1,000.00	100.00%
2121	Uniforms	\$ 11,148.54	\$ 15,550.00	\$ 15,550.00	\$ 15,550.00	\$ 16,500.00	6.11%	\$ 16,500.00	6.11%
2123	Protective Clothing	\$ 5,227.04	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 9,000.00	28.57%	\$ 9,000.00	28.57%
2124	Shoes-Steel Toe	\$ 3,616.31	\$ 3,450.00	\$ 3,450.00	\$ 3,450.00	\$ 3,600.00	4.35%	\$ 3,600.00	4.35%
2203	Employee Appreciation	\$ 556.18	\$ 550.00	\$ 550.00	\$ 550.00	\$ 750.00	36.36%	\$ 750.00	36.36%
2323	Training	\$ 6,150.66	\$ 7,910.00	\$ 7,910.00	\$ 6,075.00	\$ 18,025.00	127.88%	\$ 18,025.00	127.88%
2501	Vehicle Operation/Maintenance	\$ 1,023.78		\$ -	\$ -	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!	\$ 94,774.26	\$ 75,000.00	\$ 75,000.00	\$ 50,000.00	\$ 75,000.00	0.00%	\$ 75,000.00	0.00%
2502	Vehicle Fuel	\$ 126.91		\$ -	\$ -	\$ -	*	\$ -	*
2502A	Vehicle Fuel-Internal Charges	\$ 38,171.08	\$ 126,722.00	\$ 126,722.00	\$ 50,000.00	\$ 70,000.00	-44.76%	\$ 70,000.00	-44.76%
2993	Operational Supplies	\$ 193,030.73	\$ 261,111.00	\$ 254,305.00	\$ 250,000.00	\$ 265,000.00	1.49%	\$ 265,000.00	1.49%
2994	Tools	\$ 7,106.77	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%
2997	Water Meters & Boxes	\$ 39,882.71	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%
3121	Travel		\$ 4,900.00	\$ 4,900.00	\$ 2,900.00	\$ 4,500.00	-8.16%	\$ 4,500.00	-8.16%
3210	Telephone & Communication Svcs	\$ 4,991.03	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%
3250A	Postage-Internal Charges only!	\$ 471.69	\$ 600.00	\$ 600.00	\$ 600.00	\$ 1,001.00	66.83%	\$ 1,001.00	66.83%

BUDGET SHEET		Fiscal Year FY23-24							
Fund:	61-Utilities Fund	Dept. Head	Rick Fletcher						
Dept #:	4175 Public Works	~ = Division by Zero							
Division:	4175 Distribution & Collections	* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3410	Printing		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
3510	Repairs (Insurance Claims)	\$ 8,103.65	\$ -	\$ 2,000.00	\$ -	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 29,241.99	\$ 50,000.00	\$ 53,166.39	\$ 53,000.00	\$ 55,000.00	10.00%	\$ 55,000.00	10.00%
3523	Fire Hydrants/Water Valve Repl	\$ 21,058.74	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	0.00%	\$ 80,000.00	0.00%
3593	Asphalt Repairs	\$ 23,736.24	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00	-16.67%	\$ 25,000.00	-16.67%
3914	Contract Services	\$ 34,266.94	\$ 90,000.00	\$ 90,000.00	\$ 87,500.00	\$ 115,500.00	28.33%	\$ 115,500.00	28.33%
3950	Education Reimbursement	\$ 1,263.55	\$ 1,300.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	284.62%	\$ 5,000.00	284.62%
4221	Software License Fees	\$ 15,000.00	\$ 32,000.00	\$ 32,000.00	\$ 31,000.00	\$ 31,000.00	-3.13%	\$ 31,000.00	-3.13%
4391	Equipment Rent	\$ 480.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	50.00%	\$ 1,500.00	50.00%
4511	Multi-Peril Insurance	\$ 9,094.00	\$ 9,639.00	\$ 9,639.00	\$ 9,972.00	\$ 11,622.00	20.57%	\$ 11,622.00	20.57%
4521	Auto Liability	\$ 16,985.86	\$ 17,577.00	\$ 17,577.00	\$ 18,032.00	\$ 21,087.00	19.97%	\$ 21,087.00	19.97%
4912	Fees & Dues	\$ 3,556.50	\$ 4,000.00	\$ 4,000.00	\$ 4,100.00	\$ 4,100.00	2.50%	\$ 4,100.00	2.50%
	Total Operating Expenditures	\$ 569,701.16	\$ 934,009.00	\$ 933,569.39	\$ 817,111.00	\$ 929,385.00	-0.50%	\$ 929,385.00	-0.50%
5099	Gates				\$ -	\$ 15,000.00	~	\$ -	*
5403	Jet-Vac Rodder		\$ 480,000.00	\$ 490,251.00	\$ 488,000.00	\$ -	*	\$ -	*
5410	Backhoe				\$ -	\$ 174,000.00	~	\$ 174,000.00	~
5454	Enclosed Equipment Trailer				\$ -	\$ 17,000.00	~	\$ 17,000.00	~
5456	Utility Valve Truck		\$ -	\$ 200,583.37	\$ -	\$ -	*	\$ -	*
5502	Bobcat				\$ -	\$ 82,000.00	~	\$ 82,000.00	~
5514	Radar Equipment & Accessories				\$ -	\$ 26,000.00	~	\$ 26,000.00	~
5572	Security System				\$ -	\$ -	*	\$ -	*
5632	Utility Vehicle				\$ -	\$ 86,000.00	~	\$ 86,000.00	~
5672	Utility Trailer				\$ -	\$ 13,000.00	~	\$ 13,000.00	~
5697	Pipe Inspection Camera	\$ 145,000.00		\$ -	\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 145,000.00	\$ 480,000.00	\$ 690,834.37	\$ 488,000.00	\$ 413,000.00	-13.96%	\$ 398,000.00	-17.08%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Distribution & Collections Bud	\$ 1,864,543.43	\$ 3,023,042.00	\$ 2,626,690.76	\$ 2,683,961.96	\$ 2,974,415.30	-1.61%	\$ 2,992,814.50	-1.00%

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Works - 4175					
Division:		Distribution & Collections - 4175					
		Dept. Head-Rick Fletcher					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		25 FTE's	\$ 1,072,001.00	\$ 902,508.54	\$ 1,072,549.62	\$ 1,099,363.36
1220	Salaries & Wages Overtime		Funds for after hours and/or emergency calls/repairs. Also covers jobs that must be completed after hours to accommodate water sensitive customers, such as restaraunts, daycare centers and doctor's offices.	\$ 45,000.00	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00
1221	Employee Awards		Service awards for 6 employees. Rodney Exum \$50.00, Blake Elliott \$100.00, Arnel Abad \$100.00, Kenneth Spencer \$150.00, Donald McMullen \$200.00, Jerome Vaughan \$250.00.			\$ 1,088.00	\$ 1,088.00
1224	Cell Phone Stipend		Cell phone stipend for IT personnel.	\$ -	\$ 300.00	\$ 300.00	\$ 300.00
1260	Salaries & Wages Part-Time					\$ 20,000.00	\$ 20,000.00
1274	Call Duty Pay		Funds for after hours and/or emergency calls/repairs. Also covers jobs that must be completed after hours to accommodate water sensitive customers, such as restaraunts, daycare centers and doctors' offices, etc.	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus			\$ -	\$ -		\$ -
1277	Clothing Allowance		Stipend for 1 FTE plus 27%		\$ 200.00	\$ 254.00	\$ 254.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00
1280	Vacation Pay Out			\$ 5,669.00	\$ 800.00	\$ 5,925.00	\$ 5,925.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 86,909.00	\$ 72,843.95	\$ 88,244.02	\$ 90,295.27
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 141,214.00	\$ 122,930.12	\$ 148,919.00	\$ 152,380.65
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 45,443.00	\$ 38,088.34	\$ 46,140.66	\$ 47,213.21
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 184,925.00	\$ 184,200.00	\$ 184,200.00	\$ 184,200.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 954.00	\$ 876.00	\$ 876.00	\$ 876.00
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 7,200.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
1861	Worker's Compensation Insurance		Provided by Finance	\$ 6,318.00	\$ 6,704.00	\$ 7,134.00	\$ 7,134.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
Total Salaries & Benefits				\$ 1,609,033.00	\$ 1,378,850.96	\$ 1,632,030.30	\$ 1,665,429.50
1932	Medical Exams			\$ 500.00	\$ 682.00	\$ 1,000.00	\$ 1,000.00
2121	Uniforms		Funds to provide uniform service for 24 FTEs @ \$676 per	\$ 15,550.00	\$ 15,550.00	\$ 16,500.00	\$ 16,500.00

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Works - 4175					
Division:		Distribution & Collections - 4175					
		Dept. Head-Rick Fletcher					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2123	Protective Clothing		Funds to purchase protective equipment items, such as rainwear, hard hats, rubber boots, waders, safety vests, gloves, hearing protection, coveralls, safety glasses. Increase is due to rising cost.	\$ 7,000.00	\$ 7,000.00	\$ 9,000.00	\$ 9,000.00
2124	Shoes-Steel Toe		Funds to purchase the required steel toed safety shoes for 24 FTEs @ 150.00	\$ 3,450.00	\$ 3,450.00	\$ 3,600.00	\$ 3,600.00
2203	Employee Appreciation		Previously employee appreciation fund, but funds were typically used for the employee Christmas party. \$20 x 25 = \$500. Division gets called out all hours of the night to repair water and sewer mains, so funds have also been used to purchase occasional meals when working through the evening and into the night on emergency repairs and staff are not able to leave the jobsite.	\$ 550.00	\$ 550.00	\$ 750.00	\$ 750.00
2323	Training	Y	Funds for the following training classes: Wastewater collection school NCAWWA/NCRWA 6@275 Distribution school. NCAWWA/NCRWA 6@275. Wastewater collections exams 10@85.00. Water distribution exams 10@50.00. Chemical spill response - Sigma Training Services 10@125.00. Water/Wastewater class - N.C. Safety Conference 23@50.00. Increase is due to 4 crew needing NASSCO re-newals @ \$675.00 each, and one employee needing NASSCO certification @1075.00 each. 4 Employees CDL training at \$1,800 each	\$ 7,910.00	\$ 6,075.00	\$ 18,025.00	\$ 18,025.00
2501	Vehicle Operation/Maintenance			\$ -			
2501A	Fleet Charges Internal Use Only!			\$ 75,000.00	\$ 50,000.00	\$ 75,000.00	\$ 75,000.00
2502	Vehicle Fuel			\$ -			
2502A	Vehicle Fuel-Internal Charges			\$ 126,722.00	\$ 50,000.00	\$ 70,000.00	\$ 70,000.00

ION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input
Dept #:	Public Works - 4175		
Division:	Distribution & Collections - 4175		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
2993	Operational Supplies		Funds to purchase various miscellaneous items needed in the daily operation of the division. These items include, but are not limited to, the following: CDL renewal reimbursement, traffic cones, road construction warning signs, sewer deodorizer and emulsifier, rock for constrution repairs, necessary materials to repair water & sewer mains, install water and sewer taps, meter parts for emergency repairs, annual fire extinguisher inspections, 50 -100 tons of cold patch to fill utility cuts until they can be permanantly repaired, etc. Increase is due to price increases on all materials and supplies - especially 12 to 18 percent price increases on brass, repair clamps and aggregate.	\$ 261,111.00	\$ 250,000.00	\$ 265,000.00	\$ 265,000.00
2994	Tools		Funds to purchase various tools such as shovels, rakes, probe rods, wrenches, tapping machine bits, pipe saw blades, drills, screwdrivers, work lights, flash lights, etc.	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
2997	Water Meters & Boxes		Funds to purchase AMR water meter devices, water meters, water meter boxes and lids for new installations, as well as replacements for damaged devices. Funds are also used to purchase hydrant maters as needed. Increase is due to an average price increase of 10 percent over the last year.	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
3121	Travel	Y	Funds are for travel to certification schools, including hotel rooms, rental cars and meals. Funds also include lunch for the annual Chemical Spill Response and Water/Wastewater classes. Funds used in current year are low because most classes were virtual due to covid. Organizations are now considering opening things back up to in person classes. WPSOCC the certification board for waste water has stated that all classes shall be in person, and nothing virtual will be acceptable.	\$ 4,900.00	\$ 2,900.00	\$ 4,500.00	\$ 4,500.00
3210	Telephone & Communication Svcs		Funds for 13 wireless devices, 8 cell phones and 5 tablets.	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3250A	Postage-Internal Charges only!		Includes \$401 allocated costs from Finance	\$ 600.00	\$ 600.00	\$ 1,001.00	\$ 1,001.00

ION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Works - 4175					
Division:		Distribution & Collections - 4175					
		Dept. Head-Rick Fletcher					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3410	Printing		Funds used to print business cards, door hangers for interruption of service and boil notices, and educational flyers for grease/sewer blockages.	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3510	Repairs (Insurance Claims)			\$ -			
3522	Machine/Equipment Maintenance		Funds to purchase wearable items for various pieces of equipment and accessories, such as nozzles, hoses, tiger tails, root cutters, leader hoses repair parts for 2 combination sewer trucks, etc. \$12,000 + for maintenance of hand - held devices. Increase is due to price increases, especially on Jet-rodder hoses/equipment.	\$ 50,000.00	\$ 53,000.00	\$ 55,000.00	\$ 55,000.00
3523	Fire Hydrants/Water Valve Repl		Funds to purchase fire hydrants and control valves in an effort to maintain/improve the city's water distribution system and fire suppression capabilities. Hydrants alone are over \$2K each. The City has over 5K fire hydrants and many cannot be repaired due to unavailability of parts. Funds will also be used to purchase hydrant extensions, traffic repair kits for repairs, Alpha valves for upgrades that will not blow off when hydrants get hit by a vehicle. Funds not spent this year due to hydrants not being available for purchase.	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
3593	Asphalt Repairs		Funds to purchase asphalt for permanent repairs to utility cuts.	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
3914	Contract Services	Y	1. Root control in sewer lines to satisfy NCDEQ requirements - \$30,000. 2. Necessary valve insertions in areas where water cannot be turned off without affecting large numbers of customers - \$50,000. Hydrant replacement initiative is ongoing to get old hydrants out of the system that don't operate properly - \$25,000. Spraying of sewer and water easements will cut back on tractor maintenance and wear and tear on mowers- \$11,000. Tree cutting is for large trees that have to be cut and hauled off, Public Works cuts smaller trees, that can be done safely -\$7,500.	\$ 90,000.00	\$ 87,500.00	\$ 115,500.00	\$ 115,500.00
3950	Education Reimbursement		Two FTE's are currently enrolled in college courses. Matthew Langley, and Joseph Huff.	\$ 1,300.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00

ION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input
Dept #:	Public Works - 4175		
Division:	Distribution & Collections - 4175		

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
4221 Software License Fees		Cityworks and Backflow software.		\$ 32,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00
4391 Equipment Rent		Funds to rent equipment that we do not have available for special jobs e.g. trencher, disc, stump grinder, etc. Increase due to the type of equipment used, and would need to be rented, in the division.		\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
4511 Multi-Peril Insurance		Provided by Finance		\$ 9,639.00	\$ 9,972.00	\$ 11,622.00	\$ 11,622.00
4521 Auto Liability		Provided by Finance		\$ 17,577.00	\$ 18,032.00	\$ 21,087.00	\$ 21,087.00
4912 Fees & Dues	Y	AWWA membership - \$240. NC Rural Water membership -\$160. American Backflow Preventer Association - \$130. AWWA state level associate - \$800. NC Water Treatment Certification renewals - \$700. Water Pollution Control Renewals - \$600. NC Waterworks Operator Association - \$60. NC Division of Water Quality Collection Permit - \$1310. These associations offer educational oportunities, as well as publications, needs to knows, and discounts on certification classes, and books.		\$ 4,000.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
Total Operating Expenditures				\$ 934,009.00	\$ 817,111.00	\$ 929,385.00	\$ 929,385.00
5099 Gates						\$ 15,000.00	\$ -
5403 Jet-Vac Rodder				\$ 480,000.00	\$ 488,000.00	\$ -	\$ -
5410 Backhoe		Funds to replace 2014 Case backhoe with 2407 hours.		\$ -		\$ 174,000.00	\$ 174,000.00
5454 Enclosed Equipment Trailer		To replace current trailer that is too small to haul all needed parts.		\$ -		\$ 17,000.00	\$ 17,000.00
5456 Utility Valve Truck				\$ -		\$ -	\$ -
5502 Bobcat		New Bobcat to get department back to past status of four machines. New machine will be put in use and 2017 will be a back up.		\$ -		\$ 82,000.00	\$ 82,000.00
5514 Radar Equipment & Accessories		This item will be used in locating underground utilities that do not have tracer wire on them. This will also be used for updating the City's GIS mapping. The device will be primarily used by the Engineering Department to increase accuracy, and to prevent costly utility strikes.				\$ 26,000.00	\$ 26,000.00
5572 Security System						\$ -	\$ -
5632 Utility Vehicle		Funds to replace 2014 F350 with 164,447 miles.		\$ -		\$ 86,000.00	\$ 86,000.00
5672 Utility Trailer		Trailer for new Bobcat Excavator.		\$ -		\$ 13,000.00	\$ 13,000.00
5697 Pipe Inspection Camera				\$ -		\$ -	\$ -

ION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Rick Fletcher					Green Cell - Department Input
Dept #:	Public Works - 4175						
Division:	Distribution & Collections - 4175						

Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Total Capital Outlay			\$ 480,000.00	\$ 488,000.00	\$ 413,000.00	\$ 398,000.00
Total Debt Service			\$ -	\$ -	\$ -	\$ -
Total Public Works-Distribution & Collect			\$ 3,023,042.00	\$ 2,683,961.96	\$ 2,974,415.30	\$ 2,992,814.50

CAPITAL OUTLAY				Fiscal Year FY23-24													
Fund:		61-Utilities Fund			Dept. Head-Rick Fletcher												
Dept #:		Public Works - 4175															
Division:		Distribution & Collections - 4175															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
1	5410	E1265	2014 Case Backhoe		2407 Hrs	25,000	\$ 6,187.21	\$ 1,142.84	\$ 2,310.05	N	1	Caterpillar 420XE	Nearing 10 year mark having transmission issues.	\$ 174,000.00	\$ 174,000.00		
2	5502	E 1353	2017 Bobcat Excavator		3202 Hrs	0	\$ 1,317.28	\$ 843.37	\$ 2,090.97	N	2	Bobcat E60	New one will be put into service 2017 will be a backup	\$ 82,000.00	\$ 82,000.00		
3	5672		New Request	\$ 13,000.00						N	3	24' PJ Trailer	New trailer for new Bobcat	\$ 13,000.00	\$ 13,000.00		
4	5632	P1237	2014 F350 Utility Truck		164,447 Miles	10,000	\$ 2,600.54	\$ 3,042.56	\$ 2,214.90	N	4	2024 F350 Utility truck	2014 with high mileage, truck used to pull enclosed trailer. Transmission issues and was previously wrecked	\$ 86,000.00	\$ 86,000.00		
5	5454	E1266	2015 Utility Trailer(enclo			5,000	\$ 388.63	\$ 166.73	\$ 486.16	N	5	24' Kaufman enclosed trailer	Larger trailer with mor storage capacity for water leaks and repairs. Current trailer not big enough	\$ 17,000.00	\$ 17,000.00		
6	5514									N	6	Leica ground penetrating radar.	This item will be used in locating underground utilities that do not have tracer wire on them. This will also be used for updating the City's GIS mapping. The device will be primarily used by the engineering department to increase accuracy, and to prevent costly utility strikes.	\$ 26,000.00	\$ 26,000.00		
7	5572									N	1	Upgrade PW building access to secure entry access	Facility upgrade for secure access- fob entry with push button override for admin. Total cost \$18K- divided equally between GF, Stormwater Fund and Utility Fund at \$6K each.				

CAPITAL OUTLAY				Fiscal Year FY23-24													
Fund:		61-Utilities Fund			Dept. Head-Rick Fletcher												
Dept #:		Public Works - 4175															
Division:		Distribution & Collections - 4175															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
8	5099									N	1	Automated, electric chain driven gate with key fob access	The current gate is manually operated and presents security issues--inadvertently left open after hours. An automated gate, similar to the Water Treatment Plant's access gate, would limit access and automatically open and close to ensure compound security is not compromised. Cost of the gate would be split between Utility Funds, Storm Water Funds and General Funds, \$15K each for a \$45K total. Must be approved in all three budgets (B & G, Stormwater & D & C) to fund project.	\$ 15,000.00	\$ -		
9																	
10																	
Total Capital Outlay Request				\$ 13,000.00		\$ 40,000.00	\$ 10,493.66	\$ 5,195.50	\$ 7,102.08					\$ 413,000.00	\$ 398,000.00		

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4175

Division: Distribution & Collections - 4175

Account: 2323 Training

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Wastewater Collection School-NCAWWA/NCRWA 6@275	\$ 2,080.00	\$ 1,500.00	\$ 1,650.00	\$ 1,650.00
2	Water Distribution School-NCAWWA 6@275	\$ 2,080.00	\$ 1,500.00	\$ 1,650.00	\$ 1,650.00
3	Wastewater Collection Exams- 10@85.00 (2)	\$ 850.00	\$ 425.00	\$ 850.00	\$ 850.00
4	Water Distribution Exams- 10@50.00 (5)	\$ 500.00	\$ 250.00	\$ 500.00	\$ 500.00
5	Chemical Spill Response -Sigma Training Services 10@125.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
6	Nassco Training-4@675 - 1@1075			\$ 3,775.00	\$ 3,775.00
7	Water/Wastewater Class-NC Safety Conference23@50.00	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00
8	CDL training for 4 Employees (\$1800 per employee)			\$ 7,200.00	\$ 7,200.00
9					
10					
11					
12					
13					
14					
15					
	Total - 2323 Training	\$ 7,910.00	\$ 6,075.00	\$ 18,025.00	\$ 18,025.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4175

Division: Distribution & Collections - 4175

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Travel for Distribution/Collection School	\$ 4,500.00	\$ 2,500.00	\$ 4,500.00	\$ 4,500.00
2	Lunch for Chemical Spill Class and Water /Wastewater class	\$ 400.00	\$ 400.00		
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 3121 Travel	\$ 4,900.00	\$ 2,900.00	\$ 4,500.00	\$ 4,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4175

Division: Distribution & Collections - 4175

Account: 3914 Contract Services

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Root control in sewer lines. To satisfy NCDEQ requirements	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
2	Valve insertion. Installallation of special insertion valves where valves can't be installed manually.	\$ 60,000.00	\$ 15,000.00	\$ 50,000.00	\$ 50,000.00
3	Hydrant replacement. Upgrading outdated hydrants that do not function properly and can't be repaired.	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
4	Spray sewer and water easements for weeds and brush.		\$ 10,500.00	\$ 11,000.00	\$ 11,000.00
5	Cut trees from sewer and water easements		\$ 15,000.00	\$ 7,500.00	\$ 7,500.00
6					
7					
8					
9					
10					
	Total - 3914 Contract Services	\$ 107,000.00	\$ 87,500.00	\$ 115,500.00	\$ 115,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund

Dept. Head-Rick Fletcher
Dept #: Public Works - 4175

Division: Distribution & Collections - 4175

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	AWWA Membership Dues	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00
2	NC Rural Membership Dues	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00
3	American Backflow Prevention Association	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00
4	AWWA State Level Associate	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
5	NC Water Treatment Certification renewals	\$ 700.00	\$ 600.00	\$ 600.00	\$ 600.00
6	Water Pollution Control Certification renewals	\$ 600.00	\$ 800.00	\$ 800.00	\$ 800.00
7	NC Waterworks Operators Association	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00
8	NC Division of Water Quality Collection Permit	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
	Total - 4912 Fees & Dues	\$ 4,000.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: P.U. / WATER TREATMENT PLANT

DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 14 MGD conventional surface water treatment plant that was constructed in 1952. In 2022, an average of 5.832 MGD of drinking water was produced. The treatment plant is staffed 24 hours a day, 365 days a year, by highly trained, State-certified operators. Daily, the water treatment plant staff runs bacteriological and other laboratory analyses on the drinking water before it is sent to our customers. Through this monitoring process, the City can assure its water customers that the water supply meets all National Drinking Water Regulations.

GOALS/MAJOR OBJECTIVES:

The Water Treatment Plant aligns their major objectives with “Grow Goldsboro’s” strategic goals of Safe and Secure Community, Strong and Diverse Economy, and Exceptional Quality of Life. They are to:

- Produce high quality drinking water meeting all federal and state regulations at an affordable cost.
- Ensure that an adequate supply of raw water is available for treatment, even during drought periods.
- Maintain the water treatment infrastructure and equipment to maximize its life and reliability.
- Have highly trained water treatment staff that respond correctly to changing treatment conditions.

SIGNIFICANT BUDGET ISSUES:

- The Water Treatment Plant has structural damages that were identified in FY22 and needs repairs. The facility is 73 years old, and these repairs are needed to increase the longevity of the facility’s structure.
- The addition of a Laboratory Technician is vital for managing the New Lead and Copper Rules mandated by the EPA. Increased testing will be required under this mandate. This addition will also complement the City’s goal of succession planning for the Laboratory Supervisor position and for future city growth.
- Clear Well #1 holds 2.75 MG of water and is also where ammonia is added to form chloramines for disinfection. This tank needs structural maintenance of coating and sealing repairs to be done.
- Start the planning process for a New WTP. The first step is to hire a consulting firm to help with the site location of the new facility. This is the beginning of an estimated ten-year process.
- Chemical prices are rising at an alarming rate. Most chemicals have doubled, with some even tripling in price since the last budget year.

BUDGET SHEET		Fiscal Year FY23-24							
Fund: 61-Utilities Fund		Dept. Head Robert Sherman							
Dept #: 4176 Public Utilities		~ = Division by Zero							
Division: 4176 Water Plant		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 526,567.85	\$ 613,625.00	\$ 613,625.00	\$ 538,002.52	\$ 588,366.04	-4.12%	\$ 603,075.19	-1.72%
1215	Salaries & Wages-Shift Differential	\$ 8,041.50	\$ -	\$ 10,400.00	\$ 8,443.58	\$ 11,000.00	~	\$ 11,000.00	~
1220	Salaries & Wages Overtime	\$ 3,813.19	\$ 5,000.00	\$ 5,000.00	\$ 3,813.19	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
1262	Salaries & Wages Perm. Part-Time	\$ 16,623.28	\$ 17,473.00	\$ 17,473.00	\$ -	\$ -	*	\$ -	*
1272	Holiday Pay	\$ 8,085.77	\$ 9,000.00	\$ 9,000.00	\$ 8,490.06	\$ 9,000.00	0.00%	\$ 9,000.00	0.00%
1274	Call Duty Pay	\$ 125.00	\$ 750.00	\$ 750.00	\$ 250.00	\$ 750.00	0.00%	\$ 750.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,795.53		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 3,392.76	\$ 4,200.00	\$ 4,200.00	\$ 3,277.36	\$ 3,600.00	-14.29%	\$ 3,600.00	-14.29%
1280	Vacation Pay Out	\$ 2,886.57	\$ 2,000.00	\$ 2,000.00	\$ 1,191.84	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
1810	Social Security	\$ 43,029.12	\$ 49,882.00	\$ 49,882.00	\$ 43,105.34	\$ 47,408.28	-4.96%	\$ 48,533.53	-2.70%
1821	NCLGERS-Retirement	\$ 65,531.31	\$ 81,050.00	\$ 81,050.00	\$ 72,743.79	\$ 80,005.34	-1.29%	\$ 81,904.29	1.05%
1822	401-K Retirement	\$ 22,973.44	\$ 26,082.00	\$ 26,082.00	\$ 22,538.74	\$ 24,788.64	-4.96%	\$ 25,377.01	-2.70%
1830	Hospital Insurance	\$ 73,542.90	\$ 73,970.00	\$ 73,970.00	\$ 88,416.00	\$ 88,416.00	19.53%	\$ 73,650.00	-0.43%
1835	Group Term Life Insurance Coverage	\$ 435.45	\$ 458.00	\$ 458.00	\$ 420.48	\$ 420.48	*	\$ 420.48	*
1860	Worker's Comp Claims Cost		\$ 3,300.00	\$ 3,300.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 3,826.35	\$ 4,056.00	\$ 4,056.00	\$ 3,947.00	\$ 4,200.00	3.55%	\$ 4,200.00	3.55%
1899	Less: Reimbursed by Grants		\$ -	\$ (435,421.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 783,670.02	\$ 890,846.00	\$ 465,825.00	\$ 794,639.90	\$ 864,954.78	-2.91%	\$ 868,510.50	-2.51%
1915	Bank Fees	\$ (1,982.36)		\$ -	\$ -	\$ -	*	\$ -	*
1931	Medical Treatment		\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 98.00	\$ 500.00	\$ 620.00	\$ 247.00	\$ 500.00	*	\$ 500.00	*
1991	Consultant Fees	\$ 24,289.71	\$ 642,000.00	\$ 680,224.00	\$ 74,197.75	\$ 52,806.00	-91.77%	\$ 52,806.00	-91.77%
2111	Cleaning Supplies	\$ 2,334.29	\$ 3,000.00	\$ 3,000.00	\$ 834.65	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2121	Uniforms	\$ 3,813.31	\$ 4,000.00	\$ 4,000.00	\$ 3,810.00	\$ 4,200.00	5.00%	\$ 4,200.00	5.00%
2123	Protective Clothing	\$ 855.15	\$ 1,500.00	\$ 1,500.00	\$ 1,336.23	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2124	Shoes-Steel Toe	\$ 2,192.26	\$ 2,100.00	\$ 2,100.00	\$ 1,950.00	\$ 1,950.00	-7.14%	\$ 1,950.00	-7.14%
2203	Employee Appreciation	\$ 216.81	\$ 238.00	\$ 238.00	\$ 235.96	\$ 280.00	*	\$ 280.00	*
2323	Training	\$ 1,191.00	\$ 1,000.00	\$ 1,000.00	\$ 1,085.46	\$ 7,555.00	655.50%	\$ 7,555.00	655.50%
2501	Vehicle Operation/Maintenance	\$ 954.91		\$ -	\$ -	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!	\$ 6,083.12	\$ 4,000.00	\$ 4,000.00	\$ 3,883.58	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 2,902.92	\$ 3,000.00	\$ 3,000.00	\$ 3,972.58	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2591	Fuel For Equipment	\$ 6,343.67	\$ 10,000.00	\$ 10,000.00	\$ 15,949.22	\$ 17,000.00	70.00%	\$ 17,000.00	70.00%
2601	Office Supplies	\$ 1,583.30	\$ 2,500.00	\$ 2,500.00	\$ 681.83	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2993	Operational Supplies	\$ 70,089.83	\$ 80,000.00	\$ 80,000.00	\$ 82,586.82	\$ 90,000.00	12.50%	\$ 90,000.00	12.50%

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund: 61-Utilities Fund		Dept. Head Robert Sherman							
Dept #: 4176 Public Utilities		~ = Division by Zero							
Division: 4176 Water Plant		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
2994	Tools	\$ 737.39	\$ 1,000.00	\$ 1,000.00	\$ 226.95	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2998	Chemicals	\$ 656,037.76	\$ 1,188,435.00	\$ 1,188,435.00	\$ 1,007,812.28	\$ 1,629,055.05	37.08%	\$ 1,629,055.05	37.08%
3121	Travel	\$ 2,914.00	\$ 6,495.00	\$ 6,495.00	\$ 1,680.00	\$ 1,650.00	-74.60%	\$ 1,650.00	-74.60%
3210	Telephone & Communication Svcs	\$ 1,298.92	\$ 4,200.00	\$ 4,200.00	\$ 3,936.46	\$ 3,000.00	-28.57%	\$ 3,000.00	-28.57%
3250	Postage	\$ 2,377.93	\$ 2,500.00	\$ 2,500.00	\$ 66.92	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
3250A	Postage-Internal Charges only!	\$ 196.50	\$ 4,800.00	\$ 4,800.00	\$ 172.14	\$ 4,859.00	1.23%	\$ 4,859.00	1.23%
3310	Electricity	\$ 289,927.03	\$ 300,000.00	\$ 300,000.00	\$ 311,224.65	\$ 325,000.00	8.33%	\$ 325,000.00	8.33%
3330	Natural Gas	\$ 12,629.04	\$ 7,500.00	\$ 7,500.00	\$ 7,437.41	\$ 13,000.00	73.33%	\$ 13,000.00	73.33%
3421	Copy Machine Cost	\$ 888.61	\$ 1,000.00	\$ 1,500.00	\$ 979.22	\$ 940.00	-6.00%	\$ 940.00	-6.00%
3511	Building Maintenance	\$ 27,172.51	\$ 35,000.00	\$ 35,000.00	\$ 29,061.86	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%
3521	Office Machine Maintenance	\$ 75.22	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%
3522	Machine/Equipment Maintenance	\$ 199,047.34	\$ 468,100.00	\$ 484,946.73	\$ 318,919.50	\$ 345,765.00	-26.13%	\$ 345,765.00	-26.13%
3603	Neuse River Intake Dredging	\$ 75,000.00		\$ -	\$ -	\$ 450,000.00	~	\$ 450,000.00	~
3606	River Intake Maintenance	\$ 34,715.95	\$ 52,700.00	\$ 52,700.00	\$ -	\$ 52,700.00	0.00%	\$ 52,700.00	0.00%
3950	Education Reimbursement	\$ 2,238.27	\$ 2,200.00	\$ 2,200.00	\$ 685.69	\$ 2,500.00	13.64%	\$ 2,500.00	13.64%
3992	Water Analysis	\$ 8,016.00	\$ 20,000.00	\$ 20,000.00	\$ 19,532.51	\$ 25,000.00	25.00%	\$ 25,000.00	25.00%
4221	Software License Fees		\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
4391	Equipment Rent	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00	\$ 1,200.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
4401	Generator Contract	\$ 7,356.09	\$ 9,000.00	\$ 9,000.00	\$ 7,945.12	\$ 10,000.00	11.11%	\$ 10,000.00	11.11%
4511	Multi-Peril Insurance	\$ 91,499.16	\$ 96,981.00	\$ 96,981.00	\$ 70,390.00	\$ 82,038.00	-15.41%	\$ 82,038.00	-15.41%
4521	Auto Liability	\$ 767.92	\$ 795.00	\$ 795.00	\$ 815.00	\$ 954.00	20.00%	\$ 954.00	20.00%
4543	Insurance Deductible Claims	\$ 839.62	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	*	\$ -	*
4911	Subscriptions		\$ 1,750.00	\$ 1,750.00	\$ 162.01	\$ 162.01	*	\$ 162.01	*
4912	Fees & Dues	\$ 4,773.63	\$ 6,236.00	\$ 6,236.00	\$ 4,683.00	\$ 5,076.00	-18.60%	\$ 5,076.00	-18.60%
4990	Equipment Expense	\$ 5,905.00	\$ 5,500.00	\$ 5,500.00	\$ 2,168.45	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%
9561	Office Supplies	\$ 233.27	\$ 350.00	\$ 350.00	\$ 84.24	\$ 350.00	*	\$ 350.00	*
	Total Operating Expenditures	\$ 1,546,813.08	\$ 2,979,430.00	\$ 3,035,120.73	\$ 1,979,954.49	\$ 3,191,890.06	7.13%	\$ 3,191,890.06	7.13%
5401	Administrative Car	\$ 21,762.51		\$ -	\$ -	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ 22,194.00	\$ 332,000.00	\$ 521,905.00	\$ -	\$ 25,000.00	-92.47%	\$ 25,000.00	-92.47%
5755	Water Plant Improvements				\$ -	\$ 255,000.00	~	\$ 255,000.00	~
5913	Neuse River PS Auto Transf Switch		\$ 160,000.00	\$ 160,000.00	\$ 90,365.95	\$ -	*	\$ -	*
5950	Elevated Tank Asset Management	\$ 367,317.72	\$ 490,000.00	\$ 612,439.28	\$ 630,923.78	\$ 300,000.00	-38.78%	\$ 300,000.00	-38.78%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 411,274.23	\$ 982,000.00	\$ 1,294,344.28	\$ 721,289.73	\$ 580,000.00	-40.94%	\$ 580,000.00	-40.94%

BUDGET SHEET		Fiscal Year FY23-24								
Fund:	61-Utilities Fund		Dept. Head	Robert Sherman						
Dept #:	4176	Public Utilities	~ = Division by Zero							
Division:	4176	Water Plant	* = Change < \$500							
			Purple Cell-Finance Input							
Object of Expenditure			FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Utilities-Water Plant Budget		\$ 2,741,757.33	\$ 4,852,276.00	\$ 4,795,290.01	\$ 3,495,884.12	\$ 4,636,844.84	-4.44%	\$ 4,640,400.56	-4.37%

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Robert Sherman	Green Cell - Department Input
Dept #:	Public Utilities - 4176		
Division:	Water Plant - 4176		

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		12 FTE'S		\$ 613,625.00	\$ 538,002.52	\$ 588,366.04	\$ 603,075.19
1215 Salaries & Wages-Shift Differential				\$ -	\$ 8,443.58	\$ 11,000.00	\$ 11,000.00
1220 Salaries & Wages Overtime				\$ 5,000.00	\$ 3,813.19	\$ 5,000.00	\$ 5,000.00
1262 Salaries & Wages Perm. Part-Time		REMOVE		\$ 17,473.00	\$ -	\$ -	\$ -
1272 Holiday Pay				\$ 9,000.00	\$ 8,490.06	\$ 9,000.00	\$ 9,000.00
1274 Call Duty Pay		6 On-Call Duty Weeks x \$125		\$ 750.00	\$ 250.00	\$ 750.00	\$ 750.00
1275 Salaries & Wages Bonus				\$ -			\$ -
1278 Wellness Earnings		\$300 per participating employee per year		\$ 4,200.00	\$ 3,277.36	\$ 3,600.00	\$ 3,600.00
1280 Vacation Pay Out		Possible Employee Turnover Estimated Amount		\$ 2,000.00	\$ 1,191.84	\$ 2,000.00	\$ 2,000.00
1810 Social Security		Sum of accounts 1210 - 1290 X 7.65%		\$ 49,882.00	\$ 43,105.34	\$ 47,408.28	\$ 48,533.53
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 81,050.00	\$ 72,743.79	\$ 80,005.34	\$ 81,904.29
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 26,082.00	\$ 22,538.74	\$ 24,788.64	\$ 25,377.01
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 73,970.00	\$ 88,416.00	\$ 88,416.00	\$ 73,650.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 458.00	\$ 420.48	\$ 420.48	\$ 420.48
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 3,300.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 4,056.00	\$ 3,947.00	\$ 4,200.00	\$ 4,200.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ -			
Total Salaries & Benefits				\$ 890,846.00	\$ 794,639.90	\$ 864,954.78	\$ 868,510.50
1915 Bank Fees				\$ -			
1931 Medical Treatment				\$ 50.00		\$ 50.00	\$ 50.00
1932 Medical Exams		Shots administered by the City Nurse		\$ 500.00	\$ 247.00	\$ 500.00	\$ 500.00
1991 Consultant Fees	Y	See SCH191		\$ 642,000.00	\$ 74,197.75	\$ 52,806.00	\$ 52,806.00
2111 Cleaning Supplies		Housekeeping-type cleaning supplies, floor cleaner, toilet paper, paper towels.		\$ 3,000.00	\$ 834.65	\$ 3,000.00	\$ 3,000.00
2121 Uniforms		To lease uniforms (\$350x12)		\$ 4,000.00	\$ 3,810.00	\$ 4,200.00	\$ 4,200.00
2123 Protective Clothing		Used to purchase personal protective equipment items such as gloves, masks, ear protection, etc...		\$ 1,500.00	\$ 1,336.23	\$ 1,500.00	\$ 1,500.00
2124 Shoes-Steel Toe		13 Water Plant Staff x \$150		\$ 2,100.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Dept. Head-Robert Sherman				Green Cell - Department Input
Dept #:	Public Utilities - 4176						
Division:	Water Plant - 4176						

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
2203 Employee Appreciation		14 staff x \$20		\$ 238.00	\$ 235.96	\$ 280.00	\$ 280.00
2323 Training	Y	See SCH2323		\$ 1,000.00	\$ 1,085.46	\$ 7,555.00	\$ 7,555.00
2501 Vehicle Operation/Maintenance				\$ -			
2501A Fleet Charges Internal Use Only!				\$ 4,000.00	\$ 3,883.58	\$ 4,000.00	\$ 4,000.00
2502A Vehicle Fuel-Internal Charges				\$ 3,000.00	\$ 3,972.58	\$ 3,000.00	\$ 3,000.00
2591 Fuel For Equipment		Increased cost in diesel - exerceise generators		\$ 10,000.00	\$ 15,949.22	\$ 17,000.00	\$ 17,000.00
2601 Office Supplies		Miscellaneous office supplies such as pens, binders, & printer supplies		\$ 2,500.00	\$ 681.83	\$ 2,500.00	\$ 2,500.00
2993 Operational Supplies		Lab supplies, air monitor and accessories, traffic cones, batteries etc..		\$ 80,000.00	\$ 82,586.82	\$ 90,000.00	\$ 90,000.00
2994 Tools		Maintenance of equipment at the WTP & pump stations and hand tools for grounds maintenance		\$ 1,000.00	\$ 226.95	\$ 1,000.00	\$ 1,000.00
2998 Chemicals	Y	Increased cost of commodities, delivery fees & fuel		\$ 1,188,435.00	\$ 1,007,812.28	\$ 1,629,055.05	\$ 1,629,055.05
3121 Travel	Y	See SCH3121		\$ 6,495.00	\$ 1,680.00	\$ 1,650.00	\$ 1,650.00
3210 Telephone & Communication Svcs		\$45 per cell phone, \$38.01 per iPad per month (6 devices)		\$ 4,200.00	\$ 3,936.46	\$ 3,000.00	\$ 3,000.00
3250 Postage		FedEx shipments & mailing samples		\$ 2,500.00	\$ 66.92	\$ 2,500.00	\$ 2,500.00
3250A Postage-Internal Charges only!		Includes \$59 for allocated costs from Finance		\$ 4,800.00	\$ 172.14	\$ 4,859.00	\$ 4,859.00
3310 Electricity				\$ 300,000.00	\$ 311,224.65	\$ 325,000.00	\$ 325,000.00
3330 Natural Gas				\$ 7,500.00	\$ 7,437.41	\$ 13,000.00	\$ 13,000.00
3421 Copy Machine Cost		Lease and copy costs		\$ 1,000.00	\$ 979.22	\$ 940.00	\$ 940.00
3511 Building Maintenance	Y	See SCH3511		\$ 35,000.00	\$ 29,061.86	\$ 35,000.00	\$ 35,000.00
3521 Office Machine Maintenance		Computers, printers copiers, etc		\$ 1,500.00		\$ 1,000.00	\$ 1,000.00
3522 Machine/Equipment Maintenance	Y	See SCH3522		\$ 468,100.00	\$ 318,919.50	\$ 345,765.00	\$ 345,765.00
3603 Neuse River Intake Dredging		After Army COE project - can no longer dredge with track hoe - will be floating barge dredge moving forward		\$ -		\$ 450,000.00	\$ 450,000.00
3606 River Intake Maintenance		No charges for FY23		\$ 52,700.00		\$ 52,700.00	\$ 52,700.00
3950 Education Reimbursement		Richard Hamilton		\$ 2,200.00	\$ 685.69	\$ 2,500.00	\$ 2,500.00
3992 Water Analysis		State & Federal law require stringent laboratory testing & analysis of drinking water. These include testing for disinfection byproducts, long-term compliance & analysis for a long list of possible pollutants. UCMR IV special sampling; additional lab testing requirements		\$ 20,000.00	\$ 19,532.51	\$ 25,000.00	\$ 25,000.00
4221 Software License Fees		No charges for FY23		\$ 4,000.00		\$ 4,000.00	\$ 4,000.00
4391 Equipment Rent		Leasing of Ammonnia Tank		\$ 2,500.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00
4401 Generator Contract		Annual cost b-annual PM's and fuel testing 4 generators		\$ 9,000.00	\$ 7,945.12	\$ 10,000.00	\$ 10,000.00
4511 Multi-Peril Insurance		Provided by Finance		\$ 96,981.00	\$ 70,390.00	\$ 82,038.00	\$ 82,038.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	61-Utilities Fund	Dept. Head-Robert Sherman		Green Cell - Department Input	
Dept #:	Public Utilities - 4176				
Division:	Water Plant - 4176				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4521	Auto Liability		Provided by Finance	\$ 795.00	\$ 815.00	\$ 954.00	\$ 954.00
4543	Insurance Deductible Claims		No charges for FY23	\$ 3,000.00			
4911	Subscriptions	Y	See SCH4911	\$ 1,750.00	\$ 162.01	\$ 162.01	\$ 162.01
4912	Fees & Dues	Y	See SCH4912	\$ 6,236.00	\$ 4,683.00	\$ 5,076.00	\$ 5,076.00
4990	Equipment Expense		Continue sample station purchases	\$ 5,500.00	\$ 2,168.45	\$ 5,500.00	\$ 5,500.00
9561	Office Supplies		Copy paper, city envelopes, calendars	\$ 350.00	\$ 84.24	\$ 350.00	\$ 350.00
Total Operating Expenditures				\$ 2,979,430.00	\$ 1,979,954.49	\$ 3,191,890.06	\$ 3,191,890.06
5401	Administrative Car			\$ -		\$ -	\$ -
5527	Miscellaneous Equipment		WTP Upgrade \$257.167.03	\$ 332,000.00		\$ 25,000.00	\$ 25,000.00
5755	Water Plant Improvements					\$ 255,000.00	\$ 255,000.00
5913	Neuse River PS Auto Transf Switch			\$ 160,000.00	\$ 90,365.95	\$ -	\$ -
5950	Elevated Tank Asset Management			\$ 490,000.00	\$ 630,923.78	\$ 300,000.00	\$ 300,000.00
				\$ -		\$ -	\$ -
Total Capital Outlay				\$ 982,000.00	\$ 721,289.73	\$ 580,000.00	\$ 580,000.00
Total Debt Service				\$ -			\$ -
Total Public Utilities-Water Plant Budget				\$ 4,852,276.00	\$ 3,495,884.12	\$ 4,636,844.84	\$ 4,640,400.56

CAPITAL OUTLAY			Fiscal Year FY23-24												
Fund:		61-Utilities Fund		Dept. Head-Robert Sherman											
Dept #:		Public Utilities - 4176													
Division:		Water Plant - 4176													
		Current Asset Information								Replacement Asset Information					
								Maintenance Cost History							
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23
1	5755		WTP Structure repairs										Repairs need to extend the life of the WTP Sturctures	\$ 255,000.00	\$ 255,000.00
2	5527		Flouride containment restoration											\$ 25,000.00	\$ 25,000.00
3	5950		Elevated Tank Asset Managemen										10 year contract	\$ 300,000.00	\$ 300,000.00
4															
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38															
39															
40															
41															
42															
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 580,000.00	\$ 580,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 1991 Consultant Fees

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Miscellaneous Professional Consulting Services for WTP Operation and Compliance	\$ 30,000.00	\$ 34,377.25	\$ 40,000.00	\$ 40,000.00
2	Engineering Services for updating Utility Master Plan (13 Years old and there are several items that have changed. Arcadis was the firm that did it originally 12 years ago. This is for all Water and Sewer, and not just Water.)	\$ -			
3	Professional Services for Stantec Utility Rate Study-split between 4176 & 4177 (Total for Year \$22,192)	\$ 12,000.00	\$ 19,400.50	\$ 12,806.00	\$ 12,806.00
4	Relocation of water plant feasibility study - ARP	\$ 600,000.00	\$ 20,420.00		
5					
6					
7					
8					
9					
10					
Total - 1991 Consultant Fees		\$ 642,000.00	\$ 74,197.75	\$ 52,806.00	\$ 52,806.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 2323 Training

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Mandatory Annual Stormwater Training (ES&GS Svs.-Sabata)	\$ 500.00	\$ 475.00	\$ 500.00	\$ 500.00
2	Chemical Spill Response Training	\$ 500.00	\$ 540.00	\$ 540.00	\$ 540.00
3	Pesticide Class & Exam		\$ 70.46	\$ 150.00	\$ 150.00
4	Annual Surface Water Certification Schools (5x\$400/Exams 5x\$50) - moved from 3121			\$ 2,250.00	\$ 2,250.00
5	Bacteriological (BacT) School - Corbin, Lauren, Alberto - \$120 each - moved from 3121			\$ 360.00	\$ 360.00
6	Process Control Chemistry - Corbin, Lauren & Alberto - \$120 each - moved from 3121			\$ 360.00	\$ 360.00
7	Leadership Schools			\$ 500.00	\$ 500.00
8	NC AWWA Conference/Association Meetings			\$ 800.00	\$ 800.00
9	Required Certification Renewal Contact Hours - 13 x \$115			\$ 1,495.00	\$ 1,495.00
10	Manuals - AWWA Standards, Lab, Regulatory & Water Plant Operators			\$ 600.00	\$ 600.00
	Total - 2323 Training	\$ 1,000.00	\$ 1,085.46	\$ 7,555.00	\$ 7,555.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 2998 Chemicals

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Liquid Alum Sulfate (68 loads) \$416/Dry Ton)(12 Dry Tons/Load)	\$ 293,760.00	\$ 238,345.24	\$ 356,428.80	\$ 356,428.80
2	Liquid Caustic Soda (26 loads)(\$1128/Dry Ton)(12.5 Dry Tons/Load)	\$ 265,200.00	\$ 233,835.55	\$ 384,930.00	\$ 384,930.00
3	Sodium Hypochlorite (31 loads)(\$2.05/gal)(4,800 gal/load)	\$ 140,400.00	\$ 219,233.47	\$ 320,292.00	\$ 320,292.00
4	Anhydrous Ammonia (10 loads)(\$1.7466/lb)(3,030 lb/load) + (9 loads)(\$436.45 fuel surcharge+\$60 Haz Mat+ \$8.89 excise tax recovery fee)	\$ 45,845.00	\$ 52,293.45	\$ 60,874.80	\$ 60,874.80
5	Fluoride (3 full loads)(\$0.295/lb.)(48,000 lb./load)	\$ 31,680.00	\$ 27,594.60	\$ 44,604.00	\$ 44,604.00
6	C9 Zinc Orthophosphate [Corr. Inhibitor]-(3 full loads)(\$1.16/lb @ 45,000 lbs.)	\$ 106,920.00	\$ 103,198.32	\$ 164,430.00	\$ 164,430.00
7	Activated Carbon in 1,000 lb. bags (15 loads) @ \$1.85/lb (at 7,000 lb.);	\$ 189,000.00	\$ 56,820.00	\$ 203,962.50	\$ 203,962.50
8	Sodium Permanganate 20 Loads, \$13.4968/gal @330 gal.	\$ 54,450.00	\$ 76,491.65	\$ 93,532.95	\$ 93,532.95
9	Polymer - no longer used (REMOVE ITEM)	\$ 4,680.00	\$ -	\$ -	\$ -
10	5% inflation factor (REMOVE ITEM)	\$ 56,500.00			
	Total - 2998 Chemicals	\$ 1,188,435.00	\$ 1,007,812.28	\$ 1,629,055.05	\$1,629,055.05

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 3121 Travel

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Annual Surface Water Certification Schools (5x\$400/Exams 5x\$50) - moved to 2323	\$ 2,250.00	\$ 1,200.00	\$ 50.00	\$ 50.00
2	Bacteriological (BacT) School - Corbin, Lauren, Alberto - \$120 each - moved to 2323	\$ 240.00	\$ 240.00	\$ 50.00	\$ 50.00
3	Process Control Chemistry - Corbin, Lauren & Alberto - \$120 each - moved to 2323	\$ 240.00	\$ 240.00	\$ 50.00	\$ 50.00
4	Leadership Schools - 2 x \$500 - moved to 2323	\$ 1,000.00			
5	NC AWWA Conference/Association Meetings - moved to 2323	\$ 800.00			
6	Required Certification Renewal Contact Hours - 13 x \$115	\$ 1,495.00			
7	Pesticide Class (travel & Meals)	\$ 170.00		\$ 200.00	\$ 200.00
8	Rental Car Expense	\$ 300.00		\$ 300.00	\$ 300.00
9	Leadership school - travel and meals			\$ 1,000.00	\$ 1,000.00
10					
	Total - 3121 Travel	\$ 6,495.00	\$ 1,680.00	\$ 1,650.00	\$ 1,650.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 3511 Building Maintenance

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Elevator Maint. Monthly visits, load tests, repairs Annual elevator inspections. 7 heating/air condition units. Alarm/phone services calls, miscellaneous (for roof leaks & other building repairs, annual fire extinguisher inspections).	\$ 35,000.00	\$ 29,061.86		
2	Elevator - Monthly Inspection/service contract, annual load tests, repairs, DOL Annual inspections.			\$ 15,000.00	\$ 15,000.00
3	16 heating/air condition units service and repairs			\$ 7,500.00	\$ 7,500.00
4	Alarm/phone services calls			\$ 2,500.00	\$ 2,500.00
5	miscellaneous repairs, lighting, electrical, plumbing, roof leaks, painting, annual fire extinguisher inspections).			\$ 10,000.00	\$ 10,000.00
6					
7					
8					
9					
10					
Total - 3511 Building Maintenance		\$ 35,000.00	\$ 29,061.86	\$ 35,000.00	\$ 35,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 3522 Machine/Equipment Maintenance

Dept. Head-Robert Sherman

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	PM	Equipment Inspections and Calibrations	\$ 40,000.00	\$ 2,000.00	\$ 30,000.00	\$ 30,000.00
2	PM	Electronic Maintenance (Upgrade finished water Mag Meters \$135k)				
3	PM	Pump Repair	\$ 100,000.00	\$ 5,000.00	\$ 100,000.00	\$ 100,000.00
4	PM	OSHA Required Inspections (Hoist, Pressure Vessels)	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
5	PM	Misc. equipment parts, repairs, time change items (motors, electrical, compressors, high service pumps and feed pumps etc.)	\$ 125,000.00	\$ 10,000.00	\$ 125,000.00	\$ 125,000.00
6	PM	Annual PLC Inventory	\$ 1,200.00	\$ 1,200.00	\$ 1,400.00	\$ 1,400.00
7	PM	Vibration Analysis on all Water Pumps (14 each)	\$ 6,500.00	\$ 6,405.00	\$ 7,000.00	\$ 7,000.00
8	PM	TOC Analyzer Maintenance	\$ 5,000.00	\$ 5,034.00	\$ 5,250.00	\$ 5,250.00
9	PM	DR 6000 PM (benchtop analyzer)	\$ 1,500.00	\$ 1,500.00	\$ 1,700.00	\$ 1,700.00
10	Specific	Crack Repair, Paint, and seal clear well #2 - ARP	\$ 130,000.00	\$ 113,398.10	\$ -	\$ -
11	Specific	Elevated Tank Asset Management 4 X's -(move to capital-#5950) Per Mike-increase maintenance \$ if this is not approved in capital	\$ -			
12	Specific	Concrete foundations for Flood Barriers (on hand barriers)		\$ 168,200.00		
13	Specific	Scheduled Overhaul Pre-Sedimentation Pump or Raw Pump (1 per year)	\$ 50,000.00		\$ 60,000.00	\$ 60,000.00
14	Specific		\$ -			
15	Specific	Neuse River Pump Station Automatic Transfer Switch (over-engineered, been very unreliable. If it goes down, we are getting no raw water into the water system.)-move to capital #5855-increase maintenance \$ is this is not approved in capital	\$ -			
16	Specific	Main Plant generator manual transfer switch. Currently no ability to utilize the 600kw generator.				

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	61-Utilities Fund			Dept. Head-Robert Sherman		
Dept #:	Public Utilities - 4176					
Division:	Water Plant - 4176					
Account:	3522 Machine/Equipment Maintenance					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
17	SCADA repairs, hardware, software	\$ 7,500.00	\$ 4,782.40	\$ 10,000.00	\$ 10,000.00
18					
19	SL1000 annual service			\$ 1,650.00	\$ 1,650.00
20	TU5200 (Turbidimeter) annual service			\$ 665.00	\$ 665.00
21	DraCor DI water system annual service			\$ 1,700.00	\$ 1,700.00
22					
23					
24					
25					
	Total - 3522 Machine/Equipment Maintenance	\$ 468,100.00	\$ 318,919.50	\$ 345,765.00	\$ 345,765.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 4911 Subscriptions

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	News Argus	\$ 1,750.00	\$ 162.01	\$ 162.01	\$ 162.01
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 1,750.00	\$ 162.01	\$ 162.01	\$ 162.01

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 4912 Fees & Dues

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	NC Water Treatment Facility Operators Certification Board	\$ 550.00	\$ 360.00	\$ 390.00	\$ 390.00
2	NC Waterworks Operators Association	\$ 650.00	\$ 600.00	\$ 650.00	\$ 650.00
3	NC Dept. of Environmental Quality - Plant Operating Permit	\$ 3,000.00	\$ 2,925.00	\$ 3,000.00	\$ 3,000.00
4	State Lab of Public Health-Drinking Water Certification Renewal	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
5	NC AWWA-WEA Maintenance Technology Certification	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
6	AWWA Membership Renewals (3) - \$259 x 3	\$ 756.00	\$ 518.00	\$ 756.00	\$ 756.00
7	National Association of Clean Water Agencies - REMOVE	\$ 1,000.00			
8					
9					
10					
	Total - 4912 Fees & Dues	\$ 6,236.00	\$ 4,683.00	\$ 5,076.00	\$ 5,076.00

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: P.U. / WATER RECLAMATION FACILITY

DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 14.2 MGD advanced wastewater treatment facility. In 2022, an average of 7.625 MGD of wastewater was treated. Of this amount, 1.42 MGD was used purchased capacity. There is still 0.85 MGD of unused Reserved Purchased Capacity. Not only does the City treat the wastewater for its citizens, but also for citizens of Wayne County (Genoa), Fremont, Eureka, Walnut Creek, and Fork Township Sanitary District. It is essential that the Water Reclamation Facility produce highly treated wastewater since Goldsboro is located on the Neuse River, a nutrient sensitive water body, and the City is committed to protecting the river. The high quality of the wastewater, is used to irrigate the city's golf course and 144-acres of farmlands producing hay. The City also operates 40 acres of constructed wetlands that further "polishes" the fully treated wastewater before it is discharged to the Neuse River.

GOALS/MAJOR OBJECTIVES:

The Water Reclamation Facility aligns their major objectives with “Grow Goldsboro’s” strategic goals of Safe and Secure Community, Strong and Diverse Economy, and Exceptional Quality of Life. They are to:

- Produce high quality wastewater meeting all federal and state regulations and protecting the environment at an affordable cost.
- Maintain the Water Reclamation Facility and twenty-six wastewater pump stations, the constructed wetlands, and 144-acre farmlands to maximize the infrastructure life span and treatment capability.
- Have highly trained wastewater treatment operators that respond correctly to changing treatment conditions.

SIGNIFICANT BUDGET ISSUES:

The Water Reclamation Facility faces several significant issues in the upcoming fiscal year:

- UV system has 23 years of service; it has surpassed its working life expectancy and needs to be replaced; it is difficult, at times, to get parts and service for the equipment. It is running at 100% operating usage; this usage should be running at >50% most of the time.
- Bar screen at Pecan is due to be replaced. The Pecan lift station was built in 1994 and the bar screen is original equipment. The bar screen from Big Cherry Hospital is a newer bar screen that was installed in 2016. Once Big Cherry lift station is decommissioned, it is recommended that the city use that bar screen to replace the bar screen at Pecan lift station. The cost would be only the removal and replacement.
- Clarifier #1 is scheduled for corrosion control. This is a maintenance practice that is schedule every 5 years.
- Preventive maintenance to replace the sand in the sand filters 1 and 3. Sand in these filters will either be lost or become non effective every 5-7 years. The maintenance practice to ensure proper treatment of the wastewater being treated.

<div> <div> ITURE SHEET Fund: 61-Utilities Fund Dept #: 4177 Public Utilities Division: 4177 Waste Treatment </div> <div> Fiscal Year FY23-24 Dept. Head Robert Sherman ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input </div> </div>									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 821,899.71	\$ 1,138,901.00	\$ 1,138,901.00	\$ 928,140.07	\$ 1,045,171.07	-8.23%	\$ 1,071,300.35	-5.94%
1215	Salaries & Wages-Shift Differential	\$ 8,151.00	\$ 10,400.00	\$ 10,400.00	\$ 8,151.00	\$ 10,400.00	0.00%	\$ 10,400.00	0.00%
1220	Salaries & Wages Overtime	\$ 6,744.51	\$ 13,500.00	\$ 13,500.00	\$ 6,744.51	\$ 13,500.00	0.00%	\$ 13,500.00	0.00%
1272	Holiday Pay	\$ 5,696.68	\$ 8,800.00	\$ 8,800.00	\$ 5,981.52	\$ 8,800.00	0.00%	\$ 8,800.00	0.00%
1274	Call Duty Pay	\$ 6,125.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 6,599.65	\$ -	\$ 100.00	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 4,442.90	\$ 6,300.00	\$ 6,300.00	\$ 3,942.97	\$ 5,700.00	-9.52%	\$ 5,700.00	-9.52%
1280	Vacation Pay Out	\$ 11,103.24	\$ 5,000.00	\$ 5,000.00	\$ 5,577.78	\$ 7,000.00	40.00%	\$ 7,000.00	40.00%
1810	Social Security	\$ 63,525.09	\$ 90,989.00	\$ 90,989.00	\$ 73,825.40	\$ 83,925.94	-7.76%	\$ 85,924.83	-5.57%
1821	NCLGERS-Retirement	\$ 99,354.49	\$ 147,843.00	\$ 147,843.00	\$ 124,586.39	\$ 141,631.88	-4.20%	\$ 145,005.16	-1.92%
1822	401-K Retirement	\$ 34,835.20	\$ 47,576.00	\$ 47,576.00	\$ 38,601.51	\$ 43,882.84	-7.76%	\$ 44,928.01	-5.57%
1830	Hospital Insurance	\$ 117,556.08	\$ 151,940.00	\$ 151,940.00	\$ 154,728.00	\$ 154,728.00	1.83%	\$ 147,360.00	-3.01%
1835	Group Term Life Insurance Coverage	\$ 708.82	\$ 763.00	\$ 763.00	\$ 735.84	\$ 735.84	-3.56%	\$ 735.84	-3.56%
1860	Worker's Comp Claims Cost	\$ 15.96	\$ 5,500.00	\$ 5,500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 5,227.21	\$ 5,541.00	\$ 5,541.00	\$ 7,122.00	\$ 7,579.00	36.78%	\$ 7,579.00	36.78%
1899	Less: Reimbursed by Grants		\$ -	\$ (597,507.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 1,191,985.54	\$ 1,639,553.00	\$ 1,042,146.00	\$ 1,364,636.99	\$ 1,529,554.56	-6.71%	\$ 1,554,733.19	-5.17%
1931	Medical Treatment		\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 207.00	\$ 550.00	\$ 730.00	\$ 844.00	\$ 900.00	63.64%	\$ 900.00	63.64%
1991	Consultant Fees	\$ 33,244.71	\$ 32,000.00	\$ 88,878.38	\$ 19,831.75	\$ 632,806.00	1877.52%	\$ 632,806.00	1877.52%
2111	Cleaning Supplies	\$ 5,169.72	\$ 4,000.00	\$ 4,000.00	\$ 7,396.62	\$ 8,000.00	100.00%	\$ 8,000.00	100.00%
2121	Uniforms	\$ 4,226.51	\$ 5,250.00	\$ 5,250.00	\$ 4,454.51	\$ 7,350.00	40.00%	\$ 7,350.00	40.00%
2123	Protective Clothing	\$ 267.48	\$ 2,200.00	\$ 2,200.00	\$ 912.03	\$ 2,400.00	9.09%	\$ 2,400.00	9.09%
2124	Shoes-Steel Toe	\$ 1,159.60	\$ 3,000.00	\$ 3,000.00	\$ 1,393.06	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2203	Employee Appreciation	\$ 313.50	\$ 340.00	\$ 340.00	\$ 300.00	\$ 400.00	*	\$ 400.00	*
2323	Training	\$ 855.00	\$ 1,000.00	\$ 1,000.00	\$ 1,850.00	\$ 21,100.00	2010.00%	\$ 21,100.00	2010.00%
2501A	Fleet Charges Internal Use Only!	\$ 5,622.04	\$ 12,000.00	\$ 12,000.00	\$ 5,403.53	\$ 6,000.00	-50.00%	\$ 6,000.00	-50.00%
2502A	Vehicle Fuel-Internal Charges	\$ 11,285.60	\$ 34,396.00	\$ 34,396.00	\$ 10,066.00	\$ 34,396.00	0.00%	\$ 34,396.00	0.00%
2591	Fuel For Equipment	\$ 7,800.73	\$ 12,500.00	\$ 13,500.00	\$ 12,411.07	\$ 12,500.00	0.00%	\$ 12,500.00	0.00%
2601	Office Supplies	\$ 2,012.79	\$ 3,000.00	\$ 3,000.00	\$ 1,885.71	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2993	Operational Supplies	\$ 107,181.79	\$ 150,000.00	\$ 150,000.00	\$ 142,594.74	\$ 150,000.00	0.00%	\$ 150,000.00	0.00%
2994	Tools	\$ 962.68	\$ 1,000.00	\$ 1,000.00	\$ 11.99	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2998	Chemicals	\$ 71,617.79	\$ 258,223.00	\$ 258,223.00	\$ 82,340.00	\$ 258,223.00	0.00%	\$ 258,223.00	0.00%
3121	Travel	\$ 7,082.66	\$ 29,900.00	\$ 29,900.00	\$ 5,147.20	\$ 9,076.00	-69.65%	\$ 9,076.00	-69.65%
3210	Telephone & Communication Svcs	\$ 6,058.43	\$ 8,000.00	\$ 8,000.00	\$ 10,250.70	\$ 9,000.00	12.50%	\$ 9,000.00	12.50%

BUDGET SHEET		Fiscal Year FY23-24							
Fund: 61-Utilities Fund		Dept. Head	Robert Sherman						
Dept #:	4177	Public Utilities							
Division:	4177	Waste Treatment							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3250	Postage	\$ 5,024.90	\$ -	\$ 5,000.00	\$ 5,024.90	\$ 5,400.00	~	\$ 5,400.00	~
3250A	Postage-Internal Charges only!	\$ 78.06	\$ 2,500.00	\$ 2,500.00	\$ 43.15	\$ 2,509.00	0.36%	\$ 2,509.00	0.36%
3310	Electricity	\$ 429,491.03	\$ 550,000.00	\$ 550,000.00	\$ 455,790.07	\$ 550,000.00	0.00%	\$ 550,000.00	0.00%
3421	Copy Machine Cost	\$ 1,882.11	\$ 2,350.00	\$ 9,350.00	\$ 1,662.34	\$ 2,240.00	-4.68%	\$ 2,240.00	-4.68%
3510	Repairs (Insurance Claims)	\$ 10,535.74	\$ 500.00	\$ 600.00	\$ 2,396.89	\$ 500.00	*	\$ 500.00	*
3511	Building Maintenance	\$ 40,213.09	\$ 25,393.00	\$ 25,393.00	\$ 3,510.00	\$ 26,060.00	2.63%	\$ 26,060.00	2.63%
3521	Office Machine Maintenance	\$ 319.73		\$ -	\$ -	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 216,697.80	\$ 833,782.00	\$ 859,110.36	\$ 749,662.01	\$ 709,392.00	-14.92%	\$ 709,392.00	-14.92%
3608	Pump Stations Maintenance	\$ 161,280.36	\$ 200,000.00	\$ 224,152.19	\$ 80,698.85	\$ 214,000.00	7.00%	\$ 214,000.00	7.00%
3950	Education Reimbursement	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
3990	Wastewater Analysis	\$ 21,175.73	\$ 25,000.00	\$ 25,736.02	\$ 35,000.00	\$ 40,000.00	60.00%	\$ 40,000.00	60.00%
4391	Equipment Rent		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
4401	Generator Contract	\$ 8,132.99	\$ 20,403.00	\$ 20,403.00	\$ -	\$ 20,403.00	0.00%	\$ 20,403.00	0.00%
4511	Multi-Peril Insurance	\$ 190,850.86	\$ 202,286.00	\$ 202,286.00	\$ 89,509.00	\$ 104,321.00	-48.43%	\$ 104,321.00	-48.43%
4521	Auto Liability	\$ 1,250.11	\$ 1,294.00	\$ 1,294.00	\$ 1,383.00	\$ 1,617.00	24.96%	\$ 1,617.00	24.96%
4911	Subscriptions	\$ 151.77	\$ 326.00	\$ 326.00	\$ 176.00	\$ 176.00	*	\$ 176.00	*
4912	Fees & Dues	\$ 11,462.00	\$ 10,990.00	\$ 10,990.00	\$ 10,130.00	\$ 11,090.00	0.91%	\$ 11,090.00	0.91%
9561	Office Supplies	\$ 374.57	\$ 700.00	\$ 700.00	\$ 263.64	\$ 700.00	0.00%	\$ 700.00	0.00%
9959	Neuse River Basin Association	\$ 14,833.31	\$ 14,757.00	\$ 14,757.00	\$ 14,756.60	\$ 16,777.00	13.69%	\$ 16,777.00	13.69%
	Total Operating Expenditures	\$ 1,381,322.19	\$ 2,452,190.00	\$ 2,572,564.95	\$ 1,759,099.36	\$ 2,868,886.00	16.99%	\$ 2,868,886.00	16.99%
5350	Lift Station-Pecan				\$ -	\$ 200,000.00	~	\$ 200,000.00	~
5362	Biotank Blower				\$ -	\$ 32,000.00	~	\$ 32,000.00	~
5401	Administrative Car	\$ 52,399.24		\$ -	\$ -	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ 195,000.00	\$ 201,000.00	\$ 9,075.36	\$ 10,474.00	-94.63%	\$ 10,474.00	-94.63%
5601	Fence & Railings				\$ -	\$ 50,000.00	~	\$ 50,000.00	~
5685	Generator		\$ 500,000.00	\$ 794,571.00	\$ -	\$ -	*	\$ -	*
5687	Aerators		\$ 122,055.00	\$ 122,055.00	\$ -	\$ -	*	\$ -	*
5852	New Hope Lift Station-Bar Screen		\$ 200,000.00	\$ 304,400.00	\$ -	\$ -	*	\$ -	*
5855	Hwy 117 - Bar Screen		\$ 225,000.00	\$ 225,000.00	\$ -	\$ -	*	\$ -	*
5888	Hypo Day Tank		\$ 45,000.00	\$ 168,200.00	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 52,399.24	\$ 1,287,055.00	\$ 1,815,226.00	\$ 9,075.36	\$ 292,474.00	-77.28%	\$ 292,474.00	-77.28%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Utilities-Waste Treatment Budget	\$ 2,625,706.97	\$ 5,378,798.00	\$ 5,429,936.95	\$ 3,132,811.71	\$ 4,690,914.56	-12.79%	\$ 4,716,093.19	-12.32%

ION SHEET	Fiscal Year FY23-24					Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Robert Sherman				Green Cell - Department Input
Dept #:	Public Utilities - 4177					
Division:	Waste Treatment - 4177					

	Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		21 FTE's	\$ 1,138,901.00	\$ 928,140.07	\$ 1,045,171.07	\$ 1,071,300.35
1215	Salaries & Wages-Shift Differential		\$400 per pay period estimated x 26 pay periods	\$ 10,400.00	\$ 8,151.00	\$ 10,400.00	\$ 10,400.00
1220	Salaries & Wages Overtime		\$1125 per month estimate	\$ 13,500.00	\$ 6,744.51	\$ 13,500.00	\$ 13,500.00
1272	Holiday Pay			\$ 8,800.00	\$ 5,981.52	\$ 8,800.00	\$ 8,800.00
1274	Call Duty Pay		52 weeks x \$125	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus			\$ -			
1278	Wellness Earnings		\$300 per participating employee per year	\$ 6,300.00	\$ 3,942.97	\$ 5,700.00	\$ 5,700.00
1280	Vacation Pay Out		Possible Employee Turnover Estimate for next FY	\$ 5,000.00	\$ 5,577.78	\$ 7,000.00	\$ 7,000.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 90,989.00	\$ 73,825.40	\$ 83,925.94	\$ 85,924.83
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 147,843.00	\$ 124,586.39	\$ 141,631.88	\$ 145,005.16
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 47,576.00	\$ 38,601.51	\$ 43,882.84	\$ 44,928.01
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 151,940.00	\$ 154,728.00	\$ 154,728.00	\$ 147,360.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 763.00	\$ 735.84	\$ 735.84	\$ 735.84
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 5,500.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 5,541.00	\$ 7,122.00	\$ 7,579.00	\$ 7,579.00
1899	Less: Reimbursed by Grants		Provided by Finance	\$ -			
	Total Salaries & Benefits			\$ 1,639,553.00	\$ 1,364,636.99	\$ 1,529,554.56	\$ 1,554,733.19
1931	Medical Treatment			\$ 50.00		\$ 50.00	\$ 50.00
1932	Medical Exams		Covers shots	\$ 550.00	\$ 844.00	\$ 900.00	\$ 900.00
1991	Consultant Fees	Y	See SCH1991	\$ 32,000.00	\$ 19,831.75	\$ 632,806.00	\$ 632,806.00
2111	Cleaning Supplies		Housekeeping: floor cleaner, toilet paper, paper,towels,etc.	\$ 4,000.00	\$ 7,396.62	\$ 8,000.00	\$ 8,000.00
2121	Uniforms		350 x 21 employees for FY23-24 (leased)	\$ 5,250.00	\$ 4,454.51	\$ 7,350.00	\$ 7,350.00
2123	Protective Clothing		PPE for WRF Staff	\$ 2,200.00	\$ 912.03	\$ 2,400.00	\$ 2,400.00
2124	Shoes-Steel Toe		\$150 x 20 Employees next FY	\$ 3,000.00	\$ 1,393.06	\$ 3,000.00	\$ 3,000.00
2203	Employee Appreciation		\$20 x 20 employees for FY	\$ 340.00	\$ 300.00	\$ 400.00	\$ 400.00
2323	Training	Y	See SCH2323	\$ 1,000.00	\$ 1,850.00	\$ 21,100.00	\$ 21,100.00
2501A	Fleet Charges Internal Use Only!		Maintenance & reapirs for cars, trucks, & lawn mowers	\$ 12,000.00	\$ 5,403.53	\$ 6,000.00	\$ 6,000.00
2502A	Vehicle Fuel-Internal Charges		6 vehicles + Carboy for 12" hydrualic submersibl pump	\$ 34,396.00	\$ 10,066.00	\$ 34,396.00	\$ 34,396.00
2591	Fuel For Equipment		Generators at the WRF, 5 Pump Stations, and 3 portable generators	\$ 12,500.00	\$ 12,411.07	\$ 12,500.00	\$ 12,500.00
2601	Office Supplies		Pens, spiral pads, post it notes, staples, tape, etc.	\$ 3,000.00	\$ 1,885.71	\$ 3,000.00	\$ 3,000.00
2993	Operational Supplies		Bird Control-\$52,132, Lab Supplies, Herbicides, Spray Field etc.	\$ 150,000.00	\$ 142,594.74	\$ 150,000.00	\$ 150,000.00
2994	Tools		Maintenance of equipment, pump stations, and grounds	\$ 1,000.00	\$ 11.99	\$ 1,000.00	\$ 1,000.00
2998	Chemicals	Y	See SCH2998	\$ 258,223.00	\$ 82,340.00	\$ 258,223.00	\$ 258,223.00

ION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Robert Sherman	Green Cell - Department Input
Dept #:	Public Utilities - 4177		
Division:	Waste Treatment - 4177		

	Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
3121	Travel	Y	See SCH3121	\$ 29,900.00	\$ 5,147.20	\$ 9,076.00	\$ 9,076.00
3210	Telephone & Communication Svcs		4 cell phones 6 iPads for maintenance, Operations, Sr Mechanic, Superintendent, Deputy Director, & PU Director & 9 lift stations	\$ 8,000.00	\$ 10,250.70	\$ 9,000.00	\$ 9,000.00
3250	Postage		FedEx shipments for Lab	\$ -	\$ 5,024.90	\$ 5,400.00	\$ 5,400.00
3250A	Postage-Internal Charges only!		Includes \$9 for allocated costs from Finance	\$ 2,500.00	\$ 43.15	\$ 2,509.00	\$ 2,509.00
3310	Electricity		Provided by Finance	\$ 550,000.00	\$ 455,790.07	\$ 550,000.00	\$ 550,000.00
3421	Copy Machine Cost		Copier Lease and Copies	\$ 2,350.00	\$ 1,662.34	\$ 2,240.00	\$ 2,240.00
3510	Repairs (Insurance Claims)			\$ 500.00	\$ 2,396.89	\$ 500.00	\$ 500.00
3511	Building Maintenance	Y	See SCH3511	\$ 25,393.00	\$ 3,510.00	\$ 26,060.00	\$ 26,060.00
3521	Office Machine Maintenance		PLEASE REMOVE	\$ -			
3522	Machine/Equipment Maintenance	Y	See SCH3522	\$ 833,782.00	\$ 749,662.01	\$ 709,392.00	\$ 709,392.00
3608	Pump Stations Maintenance	Y	See SCH3608	\$ 200,000.00	\$ 80,698.85	\$ 214,000.00	\$ 214,000.00
3950	Education Reimbursement		Education for WRF staff who are taking college courses pertaining to wastewater treatment	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00
3990	Wastewater Analysis		Permit & process control testing for the WRF, Wetlands, Reuse	\$ 25,000.00	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00
4391	Equipment Rent		Renting of Pumps, Lifts, bobcat etc.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
4401	Generator Contract		Plant site stationary generator PMs , Lift station generator PMs, and Portable Generator PMs	\$ 20,403.00		\$ 20,403.00	\$ 20,403.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 202,286.00	\$ 89,509.00	\$ 104,321.00	\$ 104,321.00
4521	Auto Liability		Provided by Finance	\$ 1,294.00	\$ 1,383.00	\$ 1,617.00	\$ 1,617.00
4911	Subscriptions	Y	See SCH4911	\$ 326.00	\$ 176.00	\$ 176.00	\$ 176.00
4912	Fees & Dues	Y	See SCH4912	\$ 10,990.00	\$ 10,130.00	\$ 11,090.00	\$ 11,090.00
9561	Office Supplies		Copier paper, City envelopes, calenders	\$ 700.00	\$ 263.64	\$ 700.00	\$ 700.00
9959	Neuse River Basin Association		Annual Membership dues for LNBA and NRCA	\$ 14,757.00	\$ 14,756.60	\$ 16,777.00	\$ 16,777.00
	Total Operating Expenditures			\$ 2,452,190.00	\$ 1,759,099.36	\$ 2,868,886.00	\$ 2,868,886.00
5350	Lift Station-Pecan					\$ 200,000.00	\$ 200,000.00
5362	Biotank Blower					\$ 32,000.00	\$ 32,000.00
5401	Administrative Car		PLEASE REMOVE	\$ -		\$ -	\$ -
5527	Miscellaneous Equipment		See Capital	\$ 195,000.00	\$ 9,075.36	\$ 10,474.00	\$ 10,474.00
5601	Fence & Railings					\$ 50,000.00	\$ 50,000.00
5685	Generator			\$ 500,000.00		\$ -	\$ -
5687	Aerators			\$ 122,055.00		\$ -	\$ -
5852	New Hope Lift Station-Bar Screen			\$ 200,000.00		\$ -	\$ -
5855	Hwy 117 - Bar Screen		PLEASE REMOVE. This will be done during Project Butter Upgrade.	\$ 225,000.00		\$ -	\$ -
5888	Hypo Day Tank			\$ 45,000.00		\$ -	\$ -

ION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Robert Sherman					Green Cell - Department Input
Dept #:	Public Utilities - 4177						
Division:	Waste Treatment - 4177						

Object of Expenditure	Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
			\$ -		\$ -	\$ -
Total Capital Outlay			\$ 1,287,055.00	\$ 9,075.36	\$ 292,474.00	\$ 292,474.00
			\$ -	\$ -	\$ -	\$ -
Total Debt Service			\$ -	\$ -	\$ -	\$ -
Total Public Utilities-Waste Treatment Budget			\$ 5,378,798.00	\$ 3,132,811.71	\$ 4,690,914.56	\$ 4,716,093.19

CAPITAL OUTLAY			Fiscal Year FY23-24														
Fund:		61-Utilities Fund		Dept. Head-Robert Sherman													
Dept #:		Public Utilities - 4177															
Division:		Waste Treatment - 4177															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?	
1	5601		Upgrade WRF front gate security gate										To ensure the security of the WRF Staff and Plant	\$ 50,000.00	\$ 50,000.00		
2	5527		All Weather Sampler (Spare)										Used for State regulated sampling	\$ 10,474.00	\$ 10,474.00		
3	5362		Bio Tank Blower (Spare)											\$ 32,000.00	\$ 32,000.00		
4	5350		Bar Screen at Pecan L/S -225K-moved to											\$ 200,000.00	\$ 200,000.00		
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 292,474.00	\$ 292,474.00		

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 1991 Consultant Fees

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Miscellaneous Professional Consulting Services for WRF Operation and Compliance	\$ 10,000.00	\$ 431.25	\$ 10,000.00	\$ 10,000.00
2	Professional Services for Integration of Asset Management	\$ 10,000.00		\$ 10,000.00	\$ 10,000.00
3	Professional Services for Stantec-Utility Rate Study- split between 4176 & 4177 (Total for year \$22,192)	\$ 12,000.00	\$ 19,400.50	\$ 12,806.00	\$ 12,806.00
4	Design for the Upgrade for the WRF (3.5MGD)			\$ 600,000.00	\$ 600,000.00
5					
6					
7					
8					
9					
10					
	Total - 1991 Consultant Fees	\$ 32,000.00	\$ 19,831.75	\$ 632,806.00	\$ 632,806.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 2323 Training

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Annual Mandatory Stormwater Training (ES&GS/Bill Sabata)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
2	Chemical Spill Response Training (\$135x11)	\$ 500.00	\$ 1,350.00	\$ 1,500.00	\$ 1,500.00
3	Annual Wastewater Operator Certification Schools/Exams - 8 schools @ \$425; 8 exams @ \$85 & 8 Training Manuals x \$200 (moved from 3121)			\$ 5,680.00	\$ 5,680.00
4	1 Spray Irrigation School & 1 Electrical Safety School (moved from 3121)			\$ 1,000.00	\$ 1,000.00
5	UNC Water and Wastewater National Leadership School (Lead Lab Tech & Deputy Director)			\$ 3,000.00	\$ 3,000.00
6	Association Meetings (Periodic professional/educational mtgs.) (moved from 3121)			\$ 100.00	\$ 100.00
7	Required Certification Renewal for Contact Hours - 20 x \$115 (moved from 3121)			\$ 2,300.00	\$ 2,300.00
8	NC AWWA Annual Conf. & Misc. Leadership Programs (moved from 3121)			\$ 1,200.00	\$ 1,200.00
9	Pesticide Exam/Certification Fee & Manuals (moved from 3121)			\$ 170.00	\$ 170.00
10	AWWA, NCRWA, Compost Annual Conference (Director) (moved from 3121)			\$ 3,000.00	\$ 3,000.00
11	Lab Analyst II x2 (Class \$290; Exam \$85) moved from 3121			\$ 750.00	\$ 750.00
12	NC Rual Water Association Apprentice Program			\$ 1,750.00	\$ 1,750.00
13	Laboratory Standards Manuals (Moved from 4911)			\$ 150.00	\$ 150.00
14					
	Total - 2323 Training	\$ 1,000.00	\$ 1,850.00	\$ 21,100.00	\$ 21,100.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 2998 Chemicals

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Spray Field Hypo (Mini) - 400 gallons x \$3.18 x 6 months	\$ 7,032.00	\$ 2,464.00	\$ 7,032.00	\$ 7,032.00
2	Hypo Plant Site (Large) - 4800 gallons x \$2.16 x 6 months	\$ 56,450.00	\$ 19,680.00	\$ 56,450.00	\$ 56,450.00
3	Sodium Bisulfite - 1500 gallons x 12 months x \$4.07	\$ 73,260.00	\$ 19,740.00	\$ 73,260.00	\$ 73,260.00
4	Dechlor Tablets (48 lbs.) \$221.00 x 30 buckets	\$ 5,581.00	\$ 2,112.00	\$ 5,581.00	\$ 5,581.00
5	CL2 Tablets - 50lb. bucket - \$310 x 36 buckets	\$ 9,756.00	\$ 3,504.00	\$ 9,756.00	\$ 9,756.00
6	Polymer - 1 Tote \$4,876 x 15 totes	\$ 73,140.00	\$ 22,540.00	\$ 73,140.00	\$ 73,140.00
7	Polymer (Drums) 450 lbs. x \$2.12 x 4 Drums	\$ 15,264.00	\$ 5,088.00	\$ 15,264.00	\$ 15,264.00
8	Poly Aluminum Chloride Tote (275 Gallons) - 6 x \$2502.50	\$ 11,236.00	\$ 4,972.00	\$ 11,236.00	\$ 11,236.00
9	CL2 Granular - 100 lb. bucket - 24 x \$290	\$ 6,504.00	\$ 2,240.00	\$ 6,504.00	\$ 6,504.00
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
	Total - 2998 Chemicals	\$ 258,223.00	\$ 82,340.00	\$ 258,223.00	\$ 258,223.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 3121 Travel

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Annual Wastewater Operator Certification Schools/Exams - 8 schools @ \$425; 8 exams @ \$85 & 8 Training Manuals x \$200 (moved to 2323)	\$ 5,680.00	\$ 2,507.20		
2	1 Spray Irrigation School & 1 Electrical Safety School (moved to 2323)	\$ 1,000.00	\$ 70.00		
3	Pretreatment Workshop (moved to 2323)	\$ 100.00	\$ 100.00		
4	Association Meetings (Periodic professional/educational mtgs.) (moved to 2323)	\$ 100.00			
5	Required Certification Renewal for Contact Hours - 20 x \$115 (moved to 2323)	\$ 2,300.00	\$ 2,300.00		
6	NC AWWA Annual Conf. & Misc. Leadership Programs (moved to 2323)	\$ 1,200.00			
7	Pesticide Exam/Certification Fee & Manuals (moved to 2323)	\$ 170.00	\$ 170.00		
8	Rental Car Expense	\$ 300.00		\$ 300.00	\$ 300.00
9	AWWA, NCRWA, Compost Annual Conference (Director) (moved to 2323)	\$ 3,000.00			
10	UNC Water and Wastewater National Leadership School (moved to 2323)	\$ 13,550.00			
11	Lab Analyst II X's 2 (\$290 + \$85 x 2) (moved to 2323)	\$ 750.00			
12	NC Rural Water Association Apprentice Service Fee - \$1750 (moved to 2323)	\$ 1,750.00			
13	Lab Analyst II - mileage and food			\$ 100.00	\$ 100.00
14	Spray Irrigation School (mileage)			\$ 240.00	\$ 240.00
15	Pretreatment Workshop (mileage & lunch)			\$ 256.00	\$ 256.00
16	Association Meetings (Periodic professional/educational mtgs.) - mileage and lunches			\$ 100.00	\$ 100.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	61-Utilities Fund			Dept. Head-Robert Sherman		
Dept #:	Public Utilities - 4177					
Division:	Waste Treatment - 4177					
Account:	3121 Travel					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
17	NC AWWA Annual Conf. & Misc. Leadership Programs - hotel, mileage food			\$ 1,200.00	\$ 1,200.00
18	Pesticide Exam/Certification - mileage & food			\$ 240.00	\$ 240.00
19	AWWA, NCRWA, Compost Annual Conference (Director) - mileage, food, & hotel			\$ 3,000.00	\$ 3,000.00
20	UNC Water and Wastewater National Leadership School (hotel, mileage & food)			\$ 1,500.00	\$ 1,500.00
21	Annual Wastewater Operator Certification School & Exam - mileage & food			\$ 2,140.00	\$ 2,140.00
22					
	Total - 3121 Travel	\$ 29,900.00	\$ 5,147.20	\$ 9,076.00	\$ 9,076.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 3511 Building Maintenance

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	A/C Servicing, floor maintenance	\$ 25,393.00	\$ 3,510.00		
2	Floor Maintnenance			\$ 2,460.00	\$ 2,460.00
3	A/C Servicing			\$ 13,600.00	\$ 13,600.00
4	miscellaneous (for roof leaks & other building repairs, annual fire extinguisher inspections).			\$ 10,000.00	\$ 10,000.00
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
Total - 3511 Building Maintenance		\$ 25,393.00	\$ 3,510.00	\$ 26,060.00	\$ 26,060.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund
Dept. Head-Robert Sherman
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 3522 Machine/Equipment Maintenance

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Inspect, Repair, Calibration	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
2	Electronic Maintenance (Calibrations, repairs, etc..)	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
3	Vibration Analysis/Infrared Analysis	\$ 6,180.00		\$ 6,180.00	\$ 6,180.00
4	Pump/Motors Repair on WRF Site	\$ 75,000.00	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00
5	Hoist Inspections	\$ 1,100.00	\$ 1,041.00	\$ 1,041.00	\$ 1,041.00
6	Bio Blower Service-Annual	\$ 3,400.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
7	Turbo Blowers - Annual Service	\$ 15,195.00	\$ 19,999.61	\$ 18,735.00	\$ 18,735.00
8	Maintenance Contract for Smart System 6	\$ 4,429.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
9	UV Light Replacement Parts & Repairs	\$ 48,750.00	\$ 25,169.52	\$ 90,000.00	\$ 90,000.00
10	Annual Belt Filter Press Inspection/Service	\$ 10,017.00	\$ 10,017.00	\$ 12,000.00	\$ 12,000.00
11	Replace 3 sets of Belts, Spray Nozzles & Shoes on Dewatering Belt Presses (yearly)	\$ 23,000.00	\$ 6,287.58	\$ 23,000.00	\$ 23,000.00
12	Dewatering Service Parts Seals, Doctor Blades, Polymer Feed	\$ 19,500.00	\$ 2,654.88	\$ 19,500.00	\$ 19,500.00
13	Annual PLC Program Inventory (REMOVE ITEM)				
14	Replace Air Filters for Turbo Blowers & Panels	\$ 17,186.00	\$ 17,186.00	\$ 17,186.00	\$ 17,186.00
15	Replace Weir Brushes	\$ 5,300.00	\$ 1,462.26	\$ 5,300.00	\$ 5,300.00
16	Instrumentation Sensors (DO, pH, Turbidity & Monitors)	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
17	Grit Chambers - #1 & #2 Clean Out	\$ 18,800.00	\$ 16,012.50	\$ 20,000.00	\$ 20,000.00
18	SCADA & PLC Service (CITI)	\$ 9,270.00	\$ 7,952.87	\$ 11,000.00	\$ 11,000.00
19		\$ -			
20	Bio Tank Blower Replacement (moved to Capital)	\$ 32,000.00			
21	Bio Blower Replacement (includes removal of old & installation of new)			\$ 4,100.00	\$ 4,100.00
22	U.V. System Replacement-moved to capital (#5747) incr. maintenance \$ if not approved in capital	\$ -			

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund
Dept. Head-Robert Sherman
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 3522 Machine/Equipment Maintenance

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
23	Aerator Rehabilitation-moved to capital (#5687) incr. maintenance \$ if not approved in capital				
24	EQ Basin #1 Sludge Removal				
25	Phase III of III Telemetry Upgrade at 40-locations-ARP	\$ 300,000.00	\$ 316,387.79		
26					
27	Laboratory Equipment Servicing	\$ 5,600.00	\$ 5,600.00	\$ 5,850.00	\$ 5,850.00
28	Mechanical Drying Oven	\$ 2,955.00	\$ 3,536.24		
29	Water/Bath Sonicator	\$ 1,100.00	\$ 854.76		
30	Sand Replacement for Sand filters #1 and #3			\$ 135,000.00	\$ 135,000.00
31					
	Total - 3522 Machine/Equipment Maintenance	\$ 833,782.00	\$ 749,662.01	\$ 709,392.00	\$ 709,392.00

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	61-Utilities Fund			Dept. Head-Robert Sherman		
Dept #:	Public Utilities - 4177					
Division:	Waste Treatment - 4177					
Account:	3608 Pump Stations Maintenance					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	VFD for Pump #5 @ Westbrook Pump Station-\$240K-moved to capital (#5936) increase maintenance \$ if capital not approved				
2	Bar Screen at Pecan L/S -225K-moved to capital (#5855) increase maintenance \$ if capital not approved				
3	ITEM NEEDS TO BE REMOVED. Barscreen at Little Cherry -\$225K-moved to capital (#5910) increase maintenance \$ if capital not approved.				
4	Barscreen New Hope -\$200L (#5852) moved to capital-increase maintenance \$ if capital not approved				
5	Replace Westbrook Pump Station 650 KW Generator -\$500K (#5685)-moved to capital-increase maintenance \$ if capital not approved				
6	Maintenance	\$ 200,000.00	\$ 80,698.85	\$ 214,000.00	\$ 214,000.00
7					
	Total - 3608 Pump Stations Maintenance	\$ 200,000.00	\$ 80,698.85	\$ 214,000.00	\$ 214,000.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 61-Utilities Fund

Dept. Head-Robert Sherman

Dept #: Public Utilities - 4177

Division: Waste Treatment - 4177

Account: 4911 Subscriptions

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Laboratory Standards Manuals (Moved to 2323)	\$ 150.00			
2	Goldsboro News Argus Subscription	\$ 176.00	\$ 176.00	\$ 176.00	\$ 176.00
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 4911 Subscriptions	\$ 326.00	\$ 176.00	\$ 176.00	\$ 176.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 4912 Fees & Dues

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Wastewater Operator Certification Renewals (23 x \$50-this includes 3 cross-certified staff in Water & Compost + 20 WRF staff)(Due in Dec)	\$ 1,150.00	\$ 800.00	\$ 1,150.00	\$ 1,150.00
2	NCAWWA-WEA Assn. Membership for Operators (\$85 x 20)(2 due in Feb & remainder in May); 19 x \$80 this FY	\$ 1,700.00	\$ 1,700.00	\$ 1,800.00	\$ 1,800.00
3	NC AWWA-WEA Maintenance Technology Certification (Jay/Mechanic)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
4	Annual NPDES Permit Fee (Discharge) due in November	\$ 3,440.00	\$ 3,440.00	\$ 3,440.00	\$ 3,440.00
5	Laboratory Annual Certification	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
6	Pretreatment Consortium (Pretreatment Coordinator)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
7	Water Environment Federation/National AWWA(Director)	\$ 500.00		\$ 500.00	\$ 500.00
8	NC Rural Water Assoc.(City of Goldsboro System Membership)	\$ 1,085.00	\$ 1,085.00	\$ 1,085.00	\$ 1,085.00
9	Reclaimed Water Annual Permit (Non-Discharge)(due July)	\$ 1,310.00	\$ 1,300.00	\$ 1,310.00	\$ 1,310.00
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
	Total - 4912 Fees & Dues	\$ 10,990.00	\$ 10,130.00	\$ 11,090.00	\$ 11,090.00

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		61-Utilities Fund		Dept. Head		Bobby Croom			
Dept #:		4178	Public Utilities		~ = Division by Zero				
Division:		4178	Utility Fund Capital		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$ 7,287.64	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	0.00%	\$ 10,800.00	0.00%
	Total Salaries & Benefits	\$ 7,287.64	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	0.00%	\$ 10,800.00	0.00%
3510	Repairs (Insurance Claims)	\$ 6,615.00		\$ -	\$ -	\$ -	*	\$ -	*
4809	Econ Devel-Goldsboro Business Park		\$ 500,000.00	\$ 500,000.00	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 6,615.00	\$ 500,000.00	\$ 500,000.00	\$ -	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ 8,792.76		\$ -	\$ -	\$ -	*	\$ -	*
5909	Utility Improvements				\$ -	\$ 154,228.00	~	\$ 154,228.00	~
5969	Sewer Improvements	\$ 74,866.09		\$ -	\$ -	\$ 982,440.00	~	\$ -	*
					\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 83,658.85	\$ -	\$ -	\$ -	\$ 1,136,668.00	~	\$ 154,228.00	~
7160	Lease Purchase Payment				\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Utilities-Utility Fund Capital Budget	\$ 97,561.49	\$ 510,800.00	\$ 510,800.00	\$ 10,800.00	\$ 1,147,468.00	124.64%	\$ 165,028.00	-67.69%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Dept. Head- Bobby Croom				Green Cell - Department Input
Dept #:	Public Utilities - 4178						
Division:	Utility Fund Capital - 4178						

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1834 City's Portion Retiree Health Insur		1 Retiree		\$ 10,800.00	\$10,800.00	\$10,800.00	\$ 10,800.00
Total Salaries & Benefits				\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00
3510 Repairs (Insurance Claims)				\$ -	\$ -	\$ -	\$ -
4809 Econ Devel-Goldsboro Business Park		This will not be used per Tim S 3/21/2023 11:23 AM - off Patetown Rd. \$1.8M grant to County - supposed to cover at least \$750K, but state said it will cover the \$500K portion of the City's expenses		\$ 500,000.00	\$ -	\$ -	\$ -
Total Operating Expenditures				\$ 500,000.00	\$ -	\$ -	\$ -
5527 Miscellaneous Equipment				\$ -		\$ -	\$ -
5909 Utility Improvements		NCDOT Utility Construction Agreement NCDOT Project U-2714 US 117 North (North William Street Widening Project) FY2023/24		\$ -		\$ 154,228.00	\$ 154,228.00
5969 Sewer Improvements		Petitioned sanitary sewer improvements		\$ -		\$ 982,440.00	\$ -
				\$ -		\$ -	\$ -
				\$ -		\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ 1,136,668.00	\$ 154,228.00
7160 Lease Purchase Payment				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Utilities-Utility Fund Capital Budget				\$ 510,800.00	\$ 10,800.00	\$ 1,147,468.00	\$ 165,028.00

CAPITAL OUTLAY <div> Fiscal Year FY23-24 </div> <div> Fund: 61-Utilities Fund Dept. Head- Bobby Croom </div> <div> Dept #: Public Utilities - 4178 </div> <div> Division: Utility Fund Capital - 4178 </div>																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information						
						Maintenance Cost History				(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 5/15/23	New Debt?
						Estim. Auction Proceeds?	FY20-21	FY21-22	FY22-23							
1	5969	NA	NA	NA	NA	NA				NA		Inflow & infiltration repairs	Sanitary sewer rehabilitation based on I&I Study (FY23-24)	\$ -	\$ -	
2	5969	NA	NA	NA	NA	NA				NA		Petitioned Sanitary Sewer Improvements	Petition received for Courtney Road from Bayleaf Drive to 103 Courtney Road on 6-10-08 estimated cost = \$144,000; Petition received for Smith Drive from North Marion Drive to Maplewood Drive on 8-1-12 estimated cost = \$151,200; Petition received for Granville Drive from existing manhole at 2004 Granville Drive to Old Mill Place on 4-29-21 estimated cost = \$477,000; Petition received for Old Mill Place from Granville Drive to the Terminus of Old Mill Place on 1-10-23 estimated cost = \$210,240	\$ 982,440.00	\$ -	
3	5909	NA	NA	NA	NA	NA				NA		NCDOT Utility Construction Agreement NCDOT Project U-2714 US 117 North (North William Street Widening Project) FY2023/24	City of Goldsboro water and sewer line relocations for the widening of US 117 North (North William Street)- FY2023/24 = \$154,228	\$ 154,228.00	\$ 154,228.00	
4	5909	NA	NA	NA	NA	NA				NA		NCDOT Utility Construction Agreement NCDOT Project B-4838 Replacement of Bridge No. 20 on US 70 Business (Grantham Street) FY2024/25	City of Goldsboro water and sewer line relocations for replacement of Bridge No. 20 on US 70 Business (Grantham Street) - FY2024/25 = \$1,232,116	\$ -	\$ -	
5	5909	NA	NA	NA	NA	NA				NA		Wayne Memorial Drive Improvements for Bulb Outs FY2024/25	NCDOT Project for Wayne Memorial Drive Improvements for Bulb Outs	\$ -	\$ -	
6	5745	NA	NA	NA	NA	NA				NA		Central Heights Road Realignment FY2024/25	NCDOT Project for Central Heights Road Realignment	\$ -	\$ -	
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 1,136,668.00	\$ 154,228.00	

FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: PUBLIC UTILITIES / COMPOST FACILITY

DEPARTMENT OVERVIEW:

The City of Goldsboro operates a Compost Facility that produces an "Exceptional Quality" compost from chipped yard waste and dewatered biosolids. This process is the biosolids management plan for the Water Reclamation Facility. This facility is largely controlled by computers that track compost temperatures during the 30-day composting period. The computers also control blowers that cycle on and off to provide air to the thermophilic composting organisms and to cool them off when temperatures get too hot. The Compost Facility consistently produces a very high quality of compost making it the preferred compost for landscapers and golf course builders.

GOALS/MAJOR OBJECTIVES:

The Compost Facility aligns their major objectives with “Grow Goldsboro’s” strategic goals of Strong and Diverse Economy, Exceptional Quality of Life, and Model for Excellence in Government. They are to:

- Produce high quality compost that meets all federal and state regulations.
- Make a beneficial product from two waste streams: yard waste and biosolids.
- Maintain the Compost Facility assets to maximize the infrastructure life span and productivity.
- Have highly trained compost facility operators that understand the biology of the process as well as the equipment that is used in production.

SIGNIFICANT BUDGET ISSUES:

- The Compost Facility operates a 2003 dump truck with 134,041 miles on it. It is 20-years old and needs to be replaced.
- The facility’s interior office area walls and the building’s exterior metal walls are showing signs of wear. The facility is 23 years old. It is recommended by staff to have the building’s interior and exterior cleaned and painted.

<div> <div> <div>ITURE SHEET</div> <div>Fiscal Year FY23-24</div> </div> <div> <div>Fund: 61-Utilities Fund</div> <div>Dept #: 4179 Public Utilities</div> <div>Division: 4179 Compost</div> </div> <div> <div>Dept. Head Robert Sherman</div> <div>~ = Division by Zero</div> <div>* = Change < \$500</div> <div>Purple Cell-Finance Input</div> </div> </div>									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 188,237.08	\$ 239,280.00	\$ 239,280.00	\$ 187,006.69	\$ 225,920.96	-5.58%	\$ 231,568.98	-3.22%
1220	Salaries & Wages Overtime	\$ 1,368.87	\$ 2,200.00	\$ 2,200.00	\$ 1,368.87	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%
1275	Salaries & Wages Bonus	\$ 2,145.56		\$ -	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,177.08	\$ 1,800.00	\$ 1,800.00	\$ 1,327.00	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
1280	Vacation Pay Out	\$ 4,489.18		\$ -	\$ -	\$ 1,500.00	~	\$ 1,500.00	~
1810	Social Security	\$ 14,776.31	\$ 18,611.00	\$ 18,611.00	\$ 14,512.25	\$ 17,703.70	-4.88%	\$ 18,135.78	-2.55%
1821	NCLGERS-Retirement	\$ 22,525.41	\$ 30,240.00	\$ 30,240.00	\$ 24,490.60	\$ 29,876.45	-1.20%	\$ 30,605.61	1.21%
1822	401-K Retirement	\$ 7,896.72	\$ 9,731.00	\$ 9,731.00	\$ 7,588.10	\$ 9,256.84	-4.87%	\$ 9,482.76	-2.55%
1830	Hospital Insurance	\$ 31,250.26	\$ 36,985.00	\$ 36,985.00	\$ 36,840.00	\$ 36,840.00	-0.39%	\$ 36,840.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 182.76	\$ 191.00	\$ 191.00	\$ 175.20	\$ 175.20	*	\$ 175.20	*
1860	Worker's Comp Claims Cost	\$ 484.89	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 1,646.71	\$ 1,746.00	\$ 1,746.00	\$ 1,497.00	\$ 1,593.00	-8.76%	\$ 1,593.00	-8.76%
1899	Less: Reimbursed by Grants		\$ -	\$ (152,807.00)	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 276,180.83	\$ 342,284.00	\$ 189,477.00	\$ 274,805.71	\$ 326,866.15	-4.50%	\$ 333,901.33	-2.45%
1915	Bank Fees	\$ 1,048.72	\$ 1,225.00	\$ 1,225.00	\$ 1,048.72	\$ 1,255.00	2.45%	\$ 1,255.00	2.45%
1932	Medical Exams	\$ 54.00	\$ 200.00	\$ 200.00	\$ 415.00	\$ 400.00	*	\$ 400.00	*
1991	Consultant Fees		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	20.00%	\$ 3,000.00	20.00%
2111	Cleaning Supplies	\$ 287.42	\$ 1,500.00	\$ 1,500.00	\$ 1,235.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2121	Uniforms	\$ 1,555.89	\$ 1,800.00	\$ 1,800.00	\$ 2,225.98	\$ 2,100.00	16.67%	\$ 2,100.00	16.67%
2123	Protective Clothing	\$ 355.00	\$ 1,650.00	\$ 1,650.00	\$ 338.37	\$ 1,650.00	0.00%	\$ 1,650.00	0.00%
2124	Shoes-Steel Toe	\$ 814.90	\$ 900.00	\$ 900.00	\$ 654.03	\$ 900.00	0.00%	\$ 900.00	0.00%
2203	Employee Appreciation	\$ 83.09	\$ 102.00	\$ 102.00	\$ 73.58	\$ 160.00	*	\$ 160.00	*
2323	Training	\$ 1,239.00	\$ 3,000.00	\$ 3,000.00	\$ 1,715.00	\$ 5,505.00	83.50%	\$ 5,505.00	83.50%
2501	Vehicle Operation/Maintenance	\$ 293.66		\$ -	\$ -	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!	\$ 8,346.86	\$ 40,000.00	\$ 40,000.00	\$ 12,820.26	\$ 40,000.00	0.00%	\$ 40,000.00	0.00%
2502A	Vehicle Fuel-Internal Charges	\$ 2,719.17	\$ 18,103.00	\$ 18,103.00	\$ 3,252.72	\$ 18,103.00	0.00%	\$ 18,103.00	0.00%
2591	Fuel For Equipment	\$ 48,662.68	\$ 60,000.00	\$ 60,000.00	\$ 54,803.60	\$ 65,000.00	8.33%	\$ 65,000.00	8.33%
2601	Office Supplies	\$ 856.85	\$ 1,000.00	\$ 1,000.00	\$ 1,014.50	\$ 1,200.00	20.00%	\$ 1,200.00	20.00%
2993	Operational Supplies	\$ 21,383.76	\$ 23,500.00	\$ 23,500.00	\$ 14,828.12	\$ 23,500.00	0.00%	\$ 23,500.00	0.00%
2994	Tools	\$ 770.41	\$ 1,000.00	\$ 1,000.00	\$ 965.10	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2998	Chemicals	\$ 1,475.47	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3121	Travel	\$ 850.00	\$ 1,795.00	\$ 1,795.00	\$ 85.00	\$ 740.00	-58.77%	\$ 740.00	-58.77%
3210	Telephone & Communication Svcs	\$ 439.89	\$ 4,000.00	\$ 4,000.00	\$ 2,922.72	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3250A	Postage-Internal Charges only!	\$ 3.12	\$ 3,600.00	\$ 3,600.00	\$ -	\$ -	*	\$ -	*
3310	Electricity	\$ 57,166.90	\$ 68,000.00	\$ 68,000.00	\$ 50,681.42	\$ 68,000.00	0.00%	\$ 68,000.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY23-24		Dept. Head		Robert Sherman			
Fund: 61-Utilities Fund		Public Utilities		~ = Division by Zero					
Dept #: 4179		Compost		* = Change < \$500					
Division: 4179				Purple Cell-Finance Input					
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
3410	Printing		\$ 300.00	\$ 300.00	\$ -	\$ 300.00	*	\$ 300.00	*
3421	Copy Machine Cost		\$ 25.00	\$ 25.00	\$ -	\$ 25.00	*	\$ 25.00	*
3511	Building Maintenance	\$ 7,206.72	\$ 56,825.00	\$ 56,825.00	\$ 1,967.49	\$ 49,800.00	-12.36%	\$ 49,800.00	-12.36%
3521	Office Machine Maintenance		\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
3522	Machine/Equipment Maintenance	\$ 60,915.60	\$ 157,700.00	\$ 157,700.00	\$ 100,892.52	\$ 151,550.34	-3.90%	\$ 151,550.34	-3.90%
4391	Equipment Rent	\$ 7,866.84	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 5,000.00	-66.67%	\$ 5,000.00	-66.67%
4401	Generator Contract	\$ 555.38	\$ 1,000.00	\$ 1,000.00	\$ 454.70	\$ 1,100.00	10.00%	\$ 1,100.00	10.00%
4403	Compost Analysis	\$ 3,750.40	\$ 6,600.00	\$ 6,600.00	\$ 5,439.95	\$ 6,600.00	0.00%	\$ 6,600.00	0.00%
4511	Multi-Peril Insurance	\$ 17,387.72	\$ 18,430.00	\$ 18,430.00	\$ 2,514.00	\$ 2,931.00	-84.10%	\$ 2,931.00	-84.10%
4521	Auto Liability	\$ 4,372.65	\$ 4,525.00	\$ 4,525.00	\$ 4,640.00	\$ 5,427.00	19.93%	\$ 5,427.00	19.93%
4543	Insurance Deductible Claims	\$ 2,603.77		\$ -	\$ -	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 3,771.95	\$ 5,975.00	\$ 5,975.00	\$ 4,318.18	\$ 5,950.00	-0.42%	\$ 5,950.00	-0.42%
9561	Office Supplies	\$ 98.50	\$ 200.00	\$ 200.00	\$ 42.12	\$ 200.00	*	\$ 200.00	*
	Total Operating Expenditures	\$ 256,936.32	\$ 504,455.00	\$ 504,455.00	\$ 271,848.08	\$ 470,896.34	-6.65%	\$ 470,896.34	-6.65%
5165	Agitator/Rehabilitate		\$ 150,000.00	\$ 150,000.00	\$ 29,606.86	\$ -	*	\$ -	*
5166	Bulldozer		\$ 163,162.00	\$ 189,987.48	\$ 189,987.48	\$ -	*	\$ -	*
5420	Tandem Dump Truck				\$ -	\$ -	*	\$ -	*
5486	72" Cut Riding Mower		\$ 27,607.00	\$ 27,607.00	\$ 27,607.00	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 340,769.00	\$ 367,594.48	\$ 247,201.34	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Utilities-Compost Budget	\$ 533,117.15	\$ 1,187,508.00	\$ 1,061,526.48	\$ 793,855.13	\$ 797,762.49	-32.82%	\$ 804,797.67	-32.23%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Dept. Head-Robert Sherman				Green Cell - Department Input
Dept #:	Public Utilities - 4179						
Division:	Compost - 4179						

				FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
Object of Expenditure	Sched?	Detailed Justification					
1210 Salaries & Wages Regular		5 FTE's		\$ 239,280.00	\$ 187,006.69	\$ 225,920.96	\$ 231,568.98
1220 Salaries & Wages Overtime		Fire watch on compost piles		\$ 2,200.00	\$ 1,368.87	\$ 2,200.00	\$ 2,200.00
1275 Salaries & Wages Bonus				\$ -			
1278 Wellness Earnings		\$300 per year x 5 employees		\$ 1,800.00	\$ 1,327.00	\$ 1,800.00	\$ 1,800.00
1280 Vacation Pay Out		Possible employee turn over		\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
1810 Social Security		Sum of accounts Salary Accounts 12XX * 7.65%		\$ 18,611.00	\$ 14,512.25	\$ 17,703.70	\$ 18,135.78
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)		\$ 30,240.00	\$ 24,490.60	\$ 29,876.45	\$ 30,605.61
1822 401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO		\$ 9,731.00	\$ 7,588.10	\$ 9,256.84	\$ 9,482.76
1830 Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)		\$ 36,985.00	\$ 36,840.00	\$ 36,840.00	\$ 36,840.00
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage		\$ 191.00	\$ 175.20	\$ 175.20	\$ 175.20
1860 Worker's Comp Claims Cost		Provided by Finance		\$ 1,500.00	\$ -	\$ -	\$ -
1861 Worker's Compensation Insurance		Provided by Finance		\$ 1,746.00	\$ 1,497.00	\$ 1,593.00	\$ 1,593.00
1899 Less: Reimbursed by Grants		Provided by Finance		\$ -			
Total Salaries & Benefits				\$ 342,284.00	\$ 274,805.71	\$ 326,866.15	\$ 333,901.33
1915 Bank Fees		Credit Card Charges		\$ 1,225.00	\$ 1,048.72	\$ 1,255.00	\$ 1,255.00
1932 Medical Exams				\$ 200.00	\$ 415.00	\$ 400.00	\$ 400.00
1991 Consultant Fees	Y	Miscellaneous professional services for stormwater, spill prevention, and composting		\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
2111 Cleaning Supplies		Housekeeping: Floor Cleaner, toilet paper, paper towels, etc.		\$ 1,500.00	\$ 1,235.00	\$ 1,500.00	\$ 1,500.00
2121 Uniforms		\$350 x 6 employees		\$ 1,800.00	\$ 2,225.98	\$ 2,100.00	\$ 2,100.00
2123 Protective Clothing		\$275 x 6 employees		\$ 1,650.00	\$ 338.37	\$ 1,650.00	\$ 1,650.00
2124 Shoes-Steel Toe		\$150 x 6 employees		\$ 900.00	\$ 654.03	\$ 900.00	\$ 900.00
2203 Employee Appreciation		\$20 x 8 employees		\$ 102.00	\$ 73.58	\$ 160.00	\$ 160.00
2323 Training	Y	See SCH2323		\$ 3,000.00	\$ 1,715.00	\$ 5,505.00	\$ 5,505.00
2501 Vehicle Operation/Maintenance				\$ -			
2501A Fleet Charges Internal Use Only!				\$ 40,000.00	\$ 12,820.26	\$ 40,000.00	\$ 40,000.00
2502A Vehicle Fuel-Internal Charges				\$ 18,103.00	\$ 3,252.72	\$ 18,103.00	\$ 18,103.00
2591 Fuel For Equipment		Increase this line item due to increased fuel prices & the addition of a bulldozer		\$ 60,000.00	\$ 54,803.60	\$ 65,000.00	\$ 65,000.00
2601 Office Supplies		Pens, paper, binders, printer supplies		\$ 1,000.00	\$ 1,014.50	\$ 1,200.00	\$ 1,200.00
2993 Operational Supplies		Operational expenses that aren't Budgeted for in other line items		\$ 23,500.00	\$ 14,828.12	\$ 23,500.00	\$ 23,500.00
2994 Tools		Tools for maintenance of equipment and grounds		\$ 1,000.00	\$ 965.10	\$ 1,000.00	\$ 1,000.00
2998 Chemicals		Herbicides, aerosols, etc.		\$ 3,000.00		\$ 3,000.00	\$ 3,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	61-Utilities Fund	Dept. Head-Robert Sherman		Green Cell - Department Input	
Dept #:	Public Utilities - 4179				
Division:	Compost - 4179				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3121	Travel	Y	See SCH3121	\$ 1,795.00	\$ 85.00	\$ 740.00	\$ 740.00
3210	Telephone & Communication Svcs		Cell phone, iPads for maintenance and superintendent	\$ 4,000.00	\$ 2,922.72	\$ 4,000.00	\$ 4,000.00
3250A	Postage-Internal Charges only!			\$ 3,600.00			
3310	Electricity		Provided by Finance	\$ 68,000.00	\$ 50,681.42	\$ 68,000.00	\$ 68,000.00
3410	Printing		Compost bag labels, brochures, bills of lading	\$ 300.00		\$ 300.00	\$ 300.00
3421	Copy Machine Cost		Copies made at City Hall	\$ 25.00		\$ 25.00	\$ 25.00
3511	Building Maintenance	Y	See SCH3511	\$ 56,825.00	\$ 1,967.49	\$ 49,800.00	\$ 49,800.00
3521	Office Machine Maintenance		Maintenceand repairs for office equipment.	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00
3522	Machine/Equipment Maintenance	Y	See SCH3522	\$ 157,700.00	\$ 100,892.52	\$ 151,550.34	\$ 151,550.34
4391	Equipment Rent		Renting lifts, bobcat etc.	\$ 15,000.00		\$ 5,000.00	\$ 5,000.00
4401	Generator Contract		annual and semi-annual servicing	\$ 1,000.00	\$ 454.70	\$ 1,100.00	\$ 1,100.00
4403	Compost Analysis		Prices for testing compost	\$ 6,600.00	\$ 5,439.95	\$ 6,600.00	\$ 6,600.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 18,430.00	\$ 2,514.00	\$ 2,931.00	\$ 2,931.00
4521	Auto Liability		Provided by Finance	\$ 4,525.00	\$ 4,640.00	\$ 5,427.00	\$ 5,427.00
4543	Insurance Deductible Claims		Provided by Finance	\$ -			
4912	Fees & Dues	Y	See SCH4912	\$ 5,975.00	\$ 4,318.18	\$ 5,950.00	\$ 5,950.00
9561	Office Supplies		Copier paper,Calenders Envelopes	\$ 200.00	\$ 42.12	\$ 200.00	\$ 200.00
Total Operating Expenditures				\$ 504,455.00	\$ 271,848.08	\$ 470,896.34	\$ 470,896.34
5165	Agitator/Rehabilitate		Rebuild is not complete as of 2/23/2023	\$ 150,000.00	\$ 29,606.86	\$ -	\$ -
5166	Bulldozer		The equipment has been incumbered	\$ 163,162.00	\$ 189,987.48	\$ -	\$ -
5420	Tandem Dump Truck		See Capital			\$ -	\$ -
5486	72" Cut Riding Mower		Equipment has not be delivered as of 2/23/2023	\$ 27,607.00	\$ 27,607.00	\$ -	\$ -
Total Capital Outlay				\$ 340,769.00	\$ 247,201.34	\$ -	\$ -
				\$ -			
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Utilities-Compost Budget				\$ 1,187,508.00	\$ 793,855.13	\$ 797,762.49	\$ 804,797.67

SUPPORTING SCHEDULE				Fiscal Year FY23-24		
Fund:	61-Utilities Fund			Dept. Head-Robert Sherman		
Dept #:	Public Utilities - 4179					
Division:	Compost - 4179					
Account:	1991 Consultant Fees					

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Miscellaneous Professional Consulting Services for Stormwater, Spill Prevention, etc.	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total - 1991 Consultant Fees		\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 2323 Training

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Annual Mandatory Stormwater Training (ES&GS/Bill Sabata)	\$ 500.00	\$ 450.00	\$ 500.00	\$ 500.00
2	Chemical Spill Response Training (\$135/person)	\$ 500.00	\$ 270.00	\$ 500.00	\$ 500.00
3	Certified Compost Training	\$ 2,000.00	\$ 995.00	\$ 2,000.00	\$ 2,000.00
4	Compost Conference (moved from 3121)			\$ 1,100.00	\$ 1,100.00
5	Public Utilities Director & 2 Compost Operators - Biosolids Seminars & Contact Hours Required to Keep Certifications 3 x \$115 (moved from 3121)			\$ 345.00	\$ 345.00
6	Pesticide Exam/Certification Fees & Manuals (moved from 3121)			\$ 170.00	\$ 170.00
7	Caterpillar Loader Operations/Maintenance/Safety Class X's 2 (moved from 3121)			\$ 180.00	\$ 180.00
8	Annual Wastewater Operator Certification Schools/Exams - 1 school @ \$425; 1 exam @ \$85 & 1 Training Manuals x \$200 (Alexandra)			\$ 710.00	\$ 710.00
9					
10					
	Total - 2323 Training	\$ 3,000.00	\$ 1,715.00	\$ 5,505.00	\$ 5,505.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 3121 Travel

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Public Utilities Director & 2 Compost Operators - Biosolids Seminars & Contact Hours Required to Keep Certifications 3 x \$115 (moved to 2323)	\$ 345.00	\$ 85.00		
2	Pesticide Exam/Certification Fees & Manuals (moved to 2323)	\$ 170.00			
3	Caterpillar Loader Operations/Maintenance/Safety Class X's 2 (moved to 2323)	\$ 180.00			
4	Compost Conference (moved to 2323)	\$ 1,100.00			
5	Pesticide Exam/Class - mileage & food			\$ 240.00	\$ 240.00
6	Certified Compost Training - mileage & food			\$ 500.00	\$ 500.00
7					
8					
9					
10					
	Total - 3121 Travel	\$ 1,795.00	\$ 85.00	\$ 740.00	\$ 740.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 3511 Building Maintenance

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Micellaneous Building repairs, Annual fire Ex. Inspection, striping and waxing of office building floors, Painting Interior of office areas.	\$ 56,825.00	\$ 1,967.49		
2	Heating and air conditioning units servicing			\$ 4,000.00	\$ 4,000.00
3	stripping and waxing of office building floors			\$ 1,400.00	\$ 1,400.00
4	Painting Interior of office areas.			\$ 12,000.00	\$ 12,000.00
5	Inside bay area lighting repairs			\$ 4,400.00	\$ 4,400.00
6	Painting exterior of building			\$ 18,000.00	\$ 18,000.00
7	Micellaneous Building repairs, Annual fire Ex. Inspection, etc..			\$ 10,000.00	\$ 10,000.00
8					
	Total - 3511 Building Maintenance	\$ 56,825.00	\$ 1,967.49	\$ 49,800.00	\$ 49,800.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 61-Utilities Fund
Dept. Head-Robert Sherman
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 3522 Machine/Equipment Maintenance

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Maintenance materials, services, and equipment repairs etc.	\$ 157,700.00	\$ 100,892.52		
2	Agitator repairs (conveyor drive, drum motor, bearings, chains, sprockets, cables, arm assembly, flights, filters, control boards, etc.)			\$ 28,872.72	\$ 28,872.72
3	Grinder repairs (hammers, teeth, screens, bolts, drum cylinders, rakers, mufflers, turbo piping, belts, bed belts, bed chains, nuts, etc.)			\$ 33,426.27	\$ 33,426.27
4	Trommel Screens repairs (rollers, belts, diesel fuel injector, etc.)			\$ 21,649.38	\$ 21,649.38
5	Front End Loader repairs (bucket blades, tires, oil filters, fuel filters, hydraulic filters, blade bolts, blade nuts, rim flange, steering valve assembly, etc.)			\$ 24,990.45	\$ 24,990.45
6	Excavator repairs (swivel port, boom cylinders, dig cylinders, blade cylinders, track rollers, etc.)			\$ 12,009.30	\$ 12,009.30
7	Mixer belt repairs (conveyor belt, gear box, chains, breaker soft start, etc.)			\$ 6,006.22	\$ 6,006.22
8	Bay Area cooling fan replacements (4)			\$ 11,480.00	\$ 11,480.00
9	Bay fans contactor			\$ 3,116.00	\$ 3,116.00
10	Generator repairs			\$ 10,000.00	\$ 10,000.00
11					
	Total - 3522 Machine/Equipment Maintenance	\$ 157,700.00	\$ 100,892.52	\$ 151,550.34	\$ 151,550.34

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 4912 Fees & Dues

Dept. Head-Robert Sherman

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Certification Dues (2 operators x \$60)	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
2	Annual Compost Permit Fee	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00
3	Annual NCDEQ Stormwater Discharge Permit Fee	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
4	Seal of Testing Assurance Dues	\$ 665.00	\$ 750.00	\$ 750.00	\$ 750.00
5	U.S. Composting Council Dues	\$ 430.00	\$ 450.00	\$ 450.00	\$ 450.00
6	Carolinas Composting Council Dues (REMOVE ITEM)	\$ 130.00			
7	Annual Fertilizer License	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
8	Annual Fertilizer Registration	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
9	Monthly Fertilizer Fees to NCDA & Consumer Svs. (avg. \$300/mo.)	\$ 3,600.00	\$ 1,968.18	\$ 3,600.00	\$ 3,600.00
10					
	Total - 4912 Fees & Dues	\$ 5,975.00	\$ 4,318.18	\$ 5,950.00	\$ 5,950.00

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:	61-Utility Fund			Dept. Head	Catherine Gwynn				
Dept #:	8101	Finance	~ = Division by Zero						
Division:	8101	GF Transfers & Shared Services	* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
79001	Contingency		\$ 1,246,323.00	\$ 1,246,323.00	\$ -	\$ -	*	\$ -	*
81002	Contingency			\$ -	\$ -	\$ -	*	\$ 437,942.06	~
81003	Transfer to Capital Projects	\$ 40,627.00		\$ -	\$ -	\$ -	*	\$ 1,982,440.00	~
81005	Transfer to Capital Reserve Fund		\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	-0.41%	\$ -	*
88101	Shared Services-Genl Fd to Util Fd	\$ 3,097,595.00	\$ 3,201,081.00	\$ 3,201,081.00	\$ 3,201,081.00	\$ 3,560,881.00	11.24%	\$ 3,560,881.00	11.24%
	Total Transfers	\$ 3,138,222.00	\$ 5,953,533.00	\$ 5,953,533.00	\$ 4,707,210.00	\$ 5,060,881.00	-14.99%	\$ 5,981,263.06	0.47%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Finance-GF Transfers & Shared Services Bud	\$ 3,138,222.00	\$ 5,953,533.00	\$ 5,953,533.00	\$ 4,707,210.00	\$ 5,060,881.00	-14.99%	\$ 5,981,263.06	0.47%

JUSTIFICATION SHEET	Fiscal Year FY23-24						Blue Font - Detail Schedule Requested
Fund:	61-Utility Fund		Dept. Head-Catherine Gwynn				Green Cell - Department Input
Dept #:	Finance - 8101						
Division:	GF Transfers & Shared Services - 8101						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
0	0			\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits			\$ -	\$ -	\$ -	\$ -
0	0		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -	\$ -
	Total Operating Expenditures			\$ -	\$ -	\$ -	\$ -
79001	Contingency		Budgetary only (account number incorrect)	\$ 1,246,323.00	\$ -	\$ -	\$ -
81002	Contingency		Budgetary only - Dept Request - amount not yet estimated until all departments are input	\$ -	\$ -	\$ -	\$ 437,942.06
81003	Transfer to Capital Projects		Transfer to fund Lead & Copper Project (1 of 2)	\$ -	\$ -	\$ -	\$ 1,982,440.00
81005	Transfer to Capital Reserve Fund		Estimated FY24 Dept Request; will revised when all estimates are in in Mgr Recom.	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	\$ -
88101	Shared Services-Genl Fd to Util Fd		Shared Services Charges as per calculation	\$ 3,201,081.00	\$ 3,201,081.00	\$ 3,560,881.00	\$ 3,560,881.00
	Total Transfers			\$ 5,953,533.00	\$ 4,707,210.00	\$ 5,060,881.00	\$ 5,981,263.06
	Total Debt Service			\$ -			\$ -
	Total Finance-GF Transfers & Shared Services Bt			\$ 5,953,533.00	\$ 4,707,210.00	\$ 5,060,881.00	\$ 5,981,263.06

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		61-Utility Fund		Dept. Head		Catherine Gwynn			
Dept #:		8111 Finance		~ = Division by Zero					
Division:		8111 GF Debt Service		* = Change < \$500					
				Purple Cell-Finance Input					
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ 1,692.84	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
	Total Operating Expenditures	\$ 1,692.84	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7100	Bond Principal	\$ 965,688.00	\$ 808,500.00	\$ 808,500.00	\$ 808,500.00	\$ 798,000.00	-1.30%	\$ 798,000.00	-1.30%
7110	Wastewater Principal Payment	\$ 588,369.20	\$ 650,200.00	\$ 650,200.00	\$ 650,200.00	\$ 650,500.00	0.05%	\$ 650,500.00	0.05%
7120	Water Loan Principal	\$ 569,628.90	\$ 750,200.00	\$ 750,200.00	\$ 750,200.00	\$ 738,000.00	-1.63%	\$ 738,000.00	-1.63%
7160	Lease Purchase Payment	\$ 179,027.21	\$ 180,100.00	\$ 180,100.00	\$ 180,100.00	\$ 113,000.00	-37.26%	\$ 113,000.00	-37.26%
7162	AMR Loan Payment	\$ 530,645.04	\$ 426,900.00	\$ 426,900.00	\$ 426,900.00	\$ 427,000.00	0.02%	\$ 427,000.00	0.02%
7200	Bond Interest	\$ 219,054.41	\$ 188,400.00	\$ 188,400.00	\$ 188,400.00	\$ 161,500.00	-14.28%	\$ 161,500.00	-14.28%
7210	Wastewater Interest Payment	\$ 50,560.08	\$ 68,800.00	\$ 68,800.00	\$ 68,800.00	\$ 65,000.00	-5.52%	\$ 65,000.00	-5.52%
7220	Water Loan Interest	\$ 128,779.64	\$ 176,600.00	\$ 176,600.00	\$ 176,600.00	\$ 166,000.00	-6.00%	\$ 166,000.00	-6.00%
	Total Debt Service	\$ 3,231,752.48	\$ 3,249,700.00	\$ 3,249,700.00	\$ 3,249,700.00	\$ 3,119,000.00	-4.02%	\$ 3,119,000.00	-4.02%
	Total Finance-GF Debt Service Budget	\$ 3,233,445.32	\$ 3,250,700.00	\$ 3,250,700.00	\$ 3,250,700.00	\$ 3,120,000.00	-4.02%	\$ 3,120,000.00	-4.02%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested			
Fund:		61-Utility Fund		Green Cell - Department Input			
Dept #:		Finance - 8111					
Division:		GF Debt Service - 8111					
		Dept. Head-Catherine Gwynn					
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
4920	Arbitrage Rebate Fees		Bingham Arbitrage Services - 001-E \$13M \$900; 007-G \$9.1M \$900; 019-GE \$7.5M \$1300; 020-G \$12.9M \$1300; 025-G \$5.3M \$1300; 026-G \$4.5M \$1300; 032-G \$11.7M \$1300	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Total Operating Expenditures			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		Per Debt Service Schedules	\$ 808,500.00	\$ 808,500.00	\$ 798,000.00	\$ 798,000.00
7110	Wastewater Principal Payment		Per Debt Service Schedules	\$ 650,200.00	\$ 650,200.00	\$ 650,500.00	\$ 650,500.00
7120	Water Loan Principal		Per Debt Service Schedules	\$ 750,200.00	\$ 750,200.00	\$ 738,000.00	\$ 738,000.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 180,100.00	\$ 180,100.00	\$ 113,000.00	\$ 113,000.00
7162	AMR Loan Payment		Per Debt Service Schedules	\$ 426,900.00	\$ 426,900.00	\$ 427,000.00	\$ 427,000.00
7200	Bond Interest		Per Debt Service Schedules	\$ 188,400.00	\$ 188,400.00	\$ 161,500.00	\$ 161,500.00
7210	Wastewater Interest Payment		Per Debt Service Schedules	\$ 68,800.00	\$ 68,800.00	\$ 65,000.00	\$ 65,000.00
7220	Water Loan Interest		Per Debt Service Schedules	\$ 176,600.00	\$ 176,600.00	\$ 166,000.00	\$ 166,000.00
	Total Debt Service			\$ 3,249,700.00	\$ 3,249,700.00	\$ 3,119,000.00	\$ 3,119,000.00
	Total Finance-GF Debt Service Budget			\$ 3,250,700.00	\$ 3,250,700.00	\$ 3,120,000.00	\$ 3,120,000.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Downtown Development Fund Revenues

EXPENDITURE SHEET		Fiscal Year FY23-24								
Fund:		70-Downtown District Fund		Dept. Head		Catherine Gwynn				
Dept #:		Revenues	Revenue		~ = Division by Zero					
Division:		Revenues	Revenues		* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure			FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
8101	Current Tax Levy			\$ 89,687.00	\$ 89,687.00	\$ 93,545.00	\$ 94,933.00	5.85%	\$ 94,933.00	5.85%
8102	Delinquent Taxes			\$ 1,000.00	\$ 1,000.00	\$ 2,358.00	\$ 1,800.00	80.00%	\$ 1,800.00	80.00%
8103	Current Vehicle Tax			\$ 5,200.00	\$ 5,200.00	\$ 5,726.00	\$ 5,450.00	4.81%	\$ 5,450.00	4.81%
8106	Penalties & Interest			\$ 500.00	\$ 500.00	\$ 931.00	\$ 500.00	*	\$ 500.00	*
8106A	Penalties & Interest-NCVTS			\$ -		\$ -	\$ -	*	\$ -	*
	Total-Tax Revenues-0001		\$ -	\$ 96,387.00	\$ 96,387.00	\$ 102,560.00	\$ 102,683.00	6.53%	\$ 102,683.00	6.53%
8180	Investment Interest					\$ -	\$ -	*	\$ -	*
	Total-Capital Returns-0005		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue					\$ -	\$ -	*	\$ -	*
	Total-Miscellaneous Revenues-0006		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal			\$ -	\$ 20,631.51	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009		\$ -	\$ -	\$ 20,631.51	\$ -	\$ -	*	\$ -	*
	Total Revenues		\$ -	\$ 96,387.00	\$ 117,018.51	\$ 102,560.00	\$ 102,683.00	6.53%	\$ 102,683.00	6.53%

JUSTIFICATION SHEET Fiscal Year FY23-24			Blue Font - Detail Schedule Requested			
Fund:	70-Downtown District Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input			
Dept #:	Revenue - Revenues					
Division:	Revenues - Revenues					

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
8101	Current Tax Levy		FY23 Tax Rate \$0.235/100/ FY24 Tax Rate Dept Request \$0.235/100	\$ 89,687.00	\$ 93,545.00	\$ 94,933.00	\$ 94,933.00
8102	Delinquent Taxes			\$ 1,000.00	\$ 2,358.00	\$ 1,800.00	\$ 1,800.00
8103	Current Vehicle Tax		FY23 Tax Rate \$0.235/100/ FY24 Tax Rate Dept Request \$0.235/100	\$ 5,200.00	\$ 5,726.00	\$ 5,450.00	\$ 5,450.00
8106	Penalties & Interest			\$ 500.00	\$ 931.00	\$ 500.00	\$ 500.00
8106A	Penalties & Interest-NCVTS			\$ -			
	Total-Tax Revenues-0001			\$ 96,387.00	\$ 102,560.00	\$ 102,683.00	\$ 102,683.00
8180	Investment Interest			\$ -			
	Total-Capital Returns-0005			\$ -	\$ -	\$ -	\$ -
8190	Other Miscellaneous Revenue			\$ -			
	Total-Miscellaneous Revenues-0006			\$ -	\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal			\$ -	\$ -	\$ -	
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues			\$ 96,387.00	\$ 102,560.00	\$ 102,683.00	\$ 102,683.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Downtown Development Fund Expenditures

EXPENDITURE SHEET

Fiscal Year FY23-24

Fund: 70-Downtown District Fund

Dept #: 8350 Downtown Development

Division: 8350 Municipal Service District

Dept. Head Erin Fonseca

~ = Division by Zero

* = Change < \$500

Purple Cell-Finance Input

	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1260	Salaries & Wages Part-Time				\$ -	\$ -	*	\$ -	*
1810	Social Security				\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
2113	Beautification Program	\$ 15,856.84	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	50.00%	\$ 30,000.00	50.00%
2993	Operational Supplies	\$ 24,117.10	\$ 30,294.00	\$ 30,294.00	\$ 30,000.00	\$ 30,000.00	-0.97%	\$ 30,000.00	-0.97%
3410	Printing	\$ 100.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3700	Advertising	\$ 26,494.88	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	0.00%	\$ 22,000.00	0.00%
3914	Contract Services	\$ 535.68	\$ 4,140.00	\$ 4,140.00	\$ 2,800.00	\$ 5,458.20	31.84%	\$ 5,458.20	31.84%
3999	Tax Listing	\$ 1,617.45	\$ 2,050.00	\$ 2,050.00	\$ 1,675.00	\$ 2,000.00	-2.44%	\$ 2,000.00	-2.44%
3999A	Tax Listing Fees - NCVTS	\$ 153.45	\$ 103.00	\$ 103.00	\$ 243.00	\$ 225.00	*	\$ 225.00	*
4988	Incentive Grant Program		\$ 10,000.00	\$ 21,100.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
	Total Operating Expenditures	\$ 68,875.40	\$ 91,587.00	\$ 102,687.00	\$ 89,718.00	\$ 102,683.20	12.12%	\$ 102,683.20	12.12%
5200	Technology Lease Group	\$ 5,278.46	\$ -	\$ 9,531.51	\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 5,278.46	\$ -	\$ 9,531.51	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Downtown Development -Municipal Service	\$ 74,153.86	\$ 91,587.00	\$ 112,218.51	\$ 89,718.00	\$ 102,683.20	12.12%	\$ 102,683.20	12.12%

ION SHEET		Fiscal Year FY23-24		Dept. Head-Erin Fonseca		Blue Font - Detail Schedule Requested		
Fund:		70-Downtown District Fund				Green Cell - Department Input		
Dept #:		Downtown Development - 8350						
Division:		Municipal Service District - 8350						
Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23	FY23-24 Adopted 06/XX/23
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ -	\$ -	\$ -	\$ -	\$ -
Total Salaries & Benefits				\$ -	\$ -	\$ -	\$ -	\$ -
2113	Beautification Program		Paint light poles, Add string lighting in key locations, mural addition and maintenance of existing murals, critter updates, landscape support, banner replacements	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	
2993	Operational Supplies		Supplies for free annual events that benefit all of the city. Overhead swag for Christmas lights, Supplies for Downtown Lights Up, Trolley Ride rentals, movie rights for fall movies, drive-in movie series, sprinkler fun days, tours, small business events, open houses etc.	\$ 30,294.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
3410	Printing		Seasonal A-frame sign inserts, event parking signs, maps, business listing rack cards, promo items etc.	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
3700	Advertising		Print, Digital and Radio expenses for Marketing and Advertising for downtown events/tourism : Billboards (\$6K), Videography/Photography (\$4K), Radio (\$2.5K), Print (\$2.5K), Digital (\$7K)	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	
3914	Contract Services		Retail Radio service downtown (\$608.20), District 360 Monthly Maintenance for Bus/Prop CMS (\$300/mo.) and Annual EverWonder Website Plugin Update (\$1250)	\$ 4,140.00	\$ 2,800.00	\$ 5,458.20	\$ 5,458.20	
3999	Tax Listing			\$ 2,050.00	\$ 1,675.00	\$ 2,000.00	\$ 2,000.00	
3999A	Tax Listing Fees - NCVTS		Fees from Wayne Co Tax Office for collection of property taxes.	\$ 103.00	\$ 243.00	\$ 225.00	\$ 225.00	
4988	Incentive Grant Program		Incentives for downtown properties and businesses. \$5000 for one Building Rehab grant, along with 2 incentive grants for Launch Goldsboro graduates if they choose to open a business downtown.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
Total Operating Expenditures				\$ 91,587.00	\$ 89,718.00	\$ 102,683.20	\$ 102,683.20	\$ -
5200	Technology Lease Group			\$ -		\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -			\$ -	\$ -
Total Downtown Development -Municipal Serv				\$ 91,587.00	\$ 89,718.00	\$ 102,683.20	\$ 102,683.20	\$ -



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Occupancy Tax Fund Revenues

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		95-Occupancy Tax Fund		Dept. Head		Catherine Gwynn			
Dept #:		Revenues	Revenues	~ = Division by Zero					
Division:		Revenues	Revenues	* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
53001	Federal Grants				\$ -	\$ -	*	\$ -	*
	Total-Revenue Other Agencies-0003	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8243	Occupancy Tax/Civic Center	\$ 749,848.87	\$ 789,000.00	\$ 789,000.00	\$ 804,569.00	\$ 828,450.00	5.00%	\$ 828,450.00	5.00%
8244	Occupancy Tax/Travel & Tourism	\$ 187,294.51	\$ 211,000.00	\$ 211,000.00	\$ 199,142.00	\$ 210,000.00	-0.47%	\$ 210,000.00	-0.47%
8248	WC TDA Reimbursement Sal & Adv	\$ 170,797.03	\$ 186,150.00	\$ 186,150.00	\$ 170,774.00	\$ 171,000.00	-8.14%	\$ 171,000.00	-8.14%
	Total-Charges for Services-0004	\$ 1,107,940.41	\$ 1,186,150.00	\$ 1,186,150.00	\$ 1,174,485.00	\$ 1,209,450.00	1.96%	\$ 1,209,450.00	1.96%
8180	Investment Interest	\$ 560.92	\$ 300.00	\$ 300.00	\$ 6,907.00	\$ 5,000.00	1566.67%	\$ 5,000.00	1566.67%
	Total-Capital Returns-0005	\$ 560.92	\$ 300.00	\$ 300.00	\$ 6,907.00	\$ 5,000.00	1566.67%	\$ 5,000.00	1566.67%
8190	Other Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8298	Local Grants	\$ 2,237.49	\$ -	\$ -	\$ 5,037.00	\$ -	*	\$ -	*
8966	Merchandise Sales	\$ 5,585.33	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 1,000.00	-80.00%	\$ 1,000.00	-80.00%
	Total-Miscellaneous Revenues-0006	\$ 7,822.82	\$ 5,000.00	\$ 5,000.00	\$ 5,037.00	\$ 1,000.00	-80.00%	\$ 1,000.00	-80.00%
8583	Fund Balance Withdrawal	\$ -			\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Revenues	\$ 1,116,324.15	\$ 1,191,450.00	\$ 1,191,450.00	\$ 1,186,429.00	\$ 1,215,450.00	2.01%	\$ 1,215,450.00	2.01%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	95-Occupancy Tax Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Revenues - Revenues				
Division:	Revenues - Revenues				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
53001	Federal Grants		None	\$ -	\$ -	\$ -	\$ -
	Total-Revenue Other Agencies-0003			\$ -	\$ -	\$ -	\$ -
8243	Occupancy Tax/Civic Center		FGITRND - Trend analysis	\$ 789,000.00	\$ 804,569.00	\$ 828,450.00	\$ 828,450.00
8244	Occupancy Tax/Travel & Tourism		FGITRND - Trend analysis	\$ 211,000.00	\$ 199,142.00	\$ 210,000.00	\$ 210,000.00
8248	WC TDA Reimbursement Sal & Adv		Per Wayne County Finance Director - FY24 Dept Request @ 50% \$107,315.74 Salary & Benefits + \$xxx (Advertising) - Requested information but not available as of 4/14/23 3:07 pm	\$ 186,150.00	\$ 170,774.00	\$ 171,000.00	\$ 171,000.00
	Total-Charges for Services-0004			\$ 1,186,150.00	\$ 1,174,485.00	\$ 1,209,450.00	\$ 1,209,450.00
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 300.00	\$ 6,907.00	\$ 5,000.00	\$ 5,000.00
	Total-Capital Returns-0005			\$ 300.00	\$ 6,907.00	\$ 5,000.00	\$ 5,000.00
8190	Other Miscellaneous Revenue		Current YTD \$0. FY19 \$12,055. Moved Tshirt Sales to Merchandise Sales per request of Director Ashlin Glatthar.	\$ -	\$ -	\$ -	\$ -
8298	Local Grants		FY23 - Reimbursement by NC Tennis Association	\$ -	\$ 5,037.00	\$ -	\$ -
8966	Merchandise Sales		FY23 YTD \$0	\$ 5,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
	Total-Miscellaneous Revenues-0006			\$ 5,000.00	\$ 5,037.00	\$ 1,000.00	\$ 1,000.00
8583	Fund Balance Withdrawal			\$ -	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues			\$ 1,191,450.00	\$ 1,186,429.00	\$ 1,215,450.00	\$ 1,215,450.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Occupancy Tax Fund Expenditures

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		95-Occupancy Tax Fund		Dept. Head		Catherine Gwynn			
Dept #:		9076		Finance		~ = Division by Zero			
Division:		9076		Occupancy Tax/Civic Center		* = Change < \$500			
						Purple Cell-Finance Input			
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
9921	County's Share Occupancy Tax	\$ 374,857.36	\$ 400,000.00	\$ 400,000.00	\$ 401,484.00	\$ 415,380.00	3.85%	\$ 415,380.00	3.85%
	Total Operating Expenditures	\$ 374,857.36	\$ 400,000.00	\$ 400,000.00	\$ 401,484.00	\$ 415,380.00	3.85%	\$ 415,380.00	3.85%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7100	Bond Principal	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%
7160	Lease Purchase Payment	\$ 110,621.88	\$ 55,311.00	\$ 55,311.00	\$ 55,311.00	\$ -	*	\$ -	*
7170	County of Wayne Loan	\$ 233,000.00	\$ 230,000.00	\$ 230,000.00	\$ 230,000.00	\$ 227,000.00	-1.30%	\$ 227,000.00	-1.30%
	Total Debt Service	\$ 443,621.88	\$ 385,311.00	\$ 385,311.00	\$ 385,311.00	\$ 327,000.00	-15.13%	\$ 327,000.00	-15.13%
	Total Finance-Occupancy Tax/Civic Center Budget	\$ 818,479.24	\$ 785,311.00	\$ 785,311.00	\$ 786,795.00	\$ 742,380.00	-5.47%	\$ 742,380.00	-5.47%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	95-Occupancy Tax Fund	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 9076				
Division:	Occupancy Tax/Civic Center - 9076				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
9921	County's Share Occupancy Tax		#8243 & #8244 @ 40% (\$1,038,450 *.40)	\$ 400,000.00	\$ 401,484.00	\$ 415,380.00	\$ 415,380.00
	Total Operating Expenditures			\$ 400,000.00	\$ 401,484.00	\$ 415,380.00	\$ 415,380.00
				\$ -	\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		D#020G max \$100K principal per year; DTCC Final Debt Payment 5/1/2037	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
7160	Lease Purchase Payment		D#022-G Musco; DTCC Final Debt Payment 12/15/22	\$ 55,311.00	\$ 55,311.00	\$ -	\$ -
7170	County of Wayne Loan		D#018-G Wayne County for BMSC; Final Debt Payment 3/1/2032	\$ 230,000.00	\$ 230,000.00	\$ 227,000.00	\$ 227,000.00
	Total Debt Service			\$ 385,311.00	\$ 385,311.00	\$ 327,000.00	\$ 327,000.00
	Total Finance-Occupancy Tax/Civic Center Budg			\$ 785,311.00	\$ 786,795.00	\$ 742,380.00	\$ 742,380.00



FISCAL YEAR 2023-24 BUDGET

DEPARTMENT/DIVISION: TRAVEL & TOURISM

DEPARTMENT OVERVIEW:

The role of Goldsboro-Wayne County Travel and Tourism Department is to brand, market, and sell the area to nonresidents as a preferred leisure, convention, and business destination to generate positive economic growth. From sporting events and group travel to supporting the arts and agricultural heritage, the department works closely with numerous public and private organizations and implements destination marketing strategies to drive visitor demand for local lodging facilities. Furthermore, the department strives to enhance the quality of life and image of the community making Goldsboro Wayne County a great place to visit and to live.

GOALS/MAJOR OBJECTIVES:

- Increase visitor spending in Wayne County by securing more conventions and sporting events at The Maxwell Center and Bryan Multi-Sports Complex
- Act on the objectives outlined in the 2021 Tourism Master Plan to develop fixed assets and research-based marketing strategies that will drive visitation.
- Implement a clear, effective marketing and communications plan using our Totally Fly ad campaign.
- Redesign and print new Visitors Guide
- Serve as a resource to local tourism partners through valuable programming.
- Continue growing our social media audiences, e-newsletter database, and awareness in our target markets

SIGNIFICANT BUDGET ISSUES:

- Build tourism fund balance to help finance future development projects identified in the 2021 Tourism Master Plan that will address our city's vision to provide an extraordinary, diverse experience for residents and visitors.

<div> <div> EXPENDITURE SHEET Fund: 95-Occupancy Tax Fund Dept #: 9077 Travel & Tourism Division: 9077 Travel & Tourism </div> <div> Fiscal Year FY23-24 Dept. Head Amanda Justice ~ = Division by Zero * = Change < \$500 <div>Purple Cell-Finance Input</div> </div> </div>									
	Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 109,243.48	\$ 151,886.00	\$ 151,886.00	\$ 151,886.00	\$ 151,886.00	0.00%	\$ 155,683.15	2.50%
1224	Cell Phone Stipend	\$ 249.21	\$ 780.00	\$ 780.00	\$ 194.00	\$ 720.00	-7.69%	\$ 720.00	-7.69%
1275	Salaries & Wages Bonus	\$ 825.35		\$ -	\$ -	\$ -	*	\$ -	*
1277	Clothing Allowance	\$ 85.36	\$ 164.00	\$ 164.00	\$ 164.00	\$ 164.00	*	\$ 164.00	*
1278	Wellness Earnings	\$ 715.48	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	0.00%	\$ 900.00	0.00%
1280	Vacation Pay Out	\$ 436.53		\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 8,385.65	\$ 11,760.00	\$ 11,760.00	\$ 11,715.52	\$ 11,755.76	-0.04%	\$ 12,046.24	2.43%
1821	NCLGERS-Retirement	\$ 12,690.31	\$ 19,109.00	\$ 19,109.00	\$ 19,770.89	\$ 19,838.80	3.82%	\$ 20,329.01	6.38%
1822	401-K Retirement	\$ 4,448.80	\$ 6,149.00	\$ 6,149.00	\$ 6,125.76	\$ 6,146.80	-0.04%	\$ 6,298.69	2.43%
1830	Hospital Insurance	\$ 14,508.47	\$ 22,191.00	\$ 22,191.00	\$ 22,104.00	\$ 22,104.00	-0.39%	\$ 22,104.00	-0.39%
1835	Group Term Life Insurance Coverage	\$ 97.70	\$ 114.00	\$ 114.00	\$ 105.12	\$ 105.12	*	\$ 105.12	*
1860	Worker's Comp Claims Cost	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ -	*	\$ -	*
1861	Worker's Compensation Insurance	\$ 987.13	\$ 1,046.00	\$ 1,046.00	\$ 950.00	\$ 1,011.00	-3.35%	\$ 1,011.00	-3.35%
	Total Salaries & Benefits	\$ 152,673.47	\$ 214,199.00	\$ 214,199.00	\$ 213,915.29	\$ 214,631.47	0.20%	\$ 219,361.20	2.41%
1915	Bank Fees	\$ 241.21	\$ 21.00	\$ 21.00	\$ 21.00	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 69.00	\$ -	\$ 100.00	\$ 69.00	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 32.96	\$ 51.00	\$ 51.00	\$ 51.00	\$ 60.00	*	\$ 60.00	*
2323	Training	\$ 2,133.44		\$ -	\$ 1,500.00	\$ 1,500.00	~	\$ 1,500.00	~
2921	Merchandise for Resale-T&T	\$ 3,970.00	\$ 5,000.00	\$ 5,000.00	\$ 4,700.00	\$ 2,500.00	-50.00%	\$ 2,500.00	-50.00%
2993	Operational Supplies	\$ 23,298.86	\$ -	\$ 1,500.00	\$ 500.00	\$ 1,500.00	~	\$ 1,500.00	~
3121	Travel	\$ 6,736.90	\$ 10,000.00	\$ 8,500.00	\$ 10,000.00	\$ 11,000.00	10.00%	\$ 11,000.00	10.00%
3250	Postage	\$ 121.33	\$ 2,000.00	\$ 1,900.00	\$ 1,000.00	\$ 4,000.00	100.00%	\$ 4,000.00	100.00%
3250A	Postage-Internal Charges only!	\$ 192.71	\$ 1,300.00	\$ 1,300.00	\$ 850.00	\$ 1,335.00	2.69%	\$ 1,335.00	2.69%
3410	Printing	\$ 6,655.38	\$ 1,258.00	\$ 1,258.00	\$ 1,200.00	\$ 9,000.00	615.42%	\$ 9,000.00	615.42%
3421	Copy Machine Cost	\$ 898.22	\$ 1,031.00	\$ 1,031.00	\$ 1,031.00	\$ 1,200.00	16.39%	\$ 1,200.00	16.39%
3700	Advertising	\$ 95,788.44	\$ 89,698.00	\$ 89,698.00	\$ 101,000.00	\$ 102,247.00	13.99%	\$ 102,247.00	13.99%
3703	Sponsorships	\$ -	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	*	\$ -	*
4405	Event Expenses - Travel & Tourism	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 28,000.00	\$ 50,000.00	100.00%	\$ 50,000.00	100.00%
4406	Fam Tours & Travel Riders	\$ -	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	\$ 10,000.00	108.33%	\$ 10,000.00	108.33%
4511	Multi-Peril Insurance	\$ 624.00	\$ 661.00	\$ 661.00	\$ 680.00	\$ 793.00	19.97%	\$ 793.00	19.97%
4912	Fees & Dues	\$ 6,524.90	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	0.00%	\$ 9,000.00	0.00%
4916	Chamber Of Commerce	\$ 8,500.36	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%
9561	Office Supplies	\$ 31.18	\$ 40.00	\$ 40.00	\$ 40.00	\$ 50.00	*	\$ 50.00	*
	Total Operating Expenditures	\$ 155,818.89	\$ 174,460.00	\$ 174,460.00	\$ 174,042.00	\$ 213,835.00	22.57%	\$ 213,835.00	22.57%
					\$ -	\$ -	*	\$ -	*

BUDGET SHEET

Fiscal Year FY23-24

Fund: 95-Occupancy Tax Fund

Dept #: 9077

Division: 9077

Travel & Tourism

Travel & Tourism

Dept. Head Amanda Justice

~ = Division by Zero

* = Change < \$500

Purple Cell-Finance Input

Object of Expenditure	FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
				\$ -	\$ -	*	\$ -	*
Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Travel & Tourism-Travel & Tourism Budget	\$ 308,492.36	\$ 388,659.00	\$ 388,659.00	\$ 387,957.29	\$ 428,466.47	10.24%	\$ 433,196.20	11.46%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	95-Occupancy Tax Fund	Dept. Head-Amanda Justice		Green Cell - Department Input	
Dept #:	Travel & Tourism - 9077				
Division:	Travel & Tourism - 9077				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1210	Salaries & Wages Regular		3 FTE's	\$ 151,886.00	\$ 151,886.00	\$ 151,886.00	\$ 155,683.15
1224	Cell Phone Stipend		Cell phone for Director - (7 Payrolls @27.69-Jun30) (26 PR's @ \$27.69 for FY24)	\$ 780.00	\$ 194.00	\$ 720.00	\$ 720.00
1275	Salaries & Wages Bonus			\$ -			\$ -
1277	Clothing Allowance			\$ 164.00	\$ 164.00	\$ 164.00	\$ 164.00
1278	Wellness Earnings		\$300 per participating employee per year	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
1280	Vacation Pay Out			\$ -			
1810	Social Security		Sum of accounts Salary Accounts 12XX * 7.65%	\$ 11,760.00	\$ 11,715.52	\$ 11,755.76	\$ 12,046.24
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 12.91% (Non-Leo); 14.24% (Leo)	\$ 19,109.00	\$ 19,770.89	\$ 19,838.80	\$ 20,329.01
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 6,149.00	\$ 6,125.76	\$ 6,146.80	\$ 6,298.69
1830	Hospital Insurance		# FTE X \$7,368 (\$614 per employee per month)	\$ 22,191.00	\$ 22,104.00	\$ 22,104.00	\$ 22,104.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$2.92 per month per Employee for \$20,000 of coverage	\$ 114.00	\$ 105.12	\$ 105.12	\$ 105.12
1860	Worker's Comp Claims Cost		Provided by Finance	\$ 100.00	\$ -	\$ -	\$ -
1861	Worker's Compensation Insurance		Provided by Finance	\$ 1,046.00	\$ 950.00	\$ 1,011.00	\$ 1,011.00
Total Salaries & Benefits				\$ 214,199.00	\$ 213,915.29	\$ 214,631.47	\$ 219,361.20
1915	Bank Fees		Miscellaneous fees	\$ 21.00	\$ 21.00	\$ 50.00	\$ 50.00
1932	Medical Exams		N/A	\$ -	\$ 69.00		
2203	Employee Appreciation		Employee Christmas Luncheon	\$ 51.00	\$ 51.00	\$ 60.00	\$ 60.00
2323	Training	Y	Employee Training	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2921	Merchandise for Resale-T&T		Budgeted money to buy inventory for E store	\$ 5,000.00	\$ 4,700.00	\$ 2,500.00	\$ 2,500.00
2993	Operational Supplies	Y	Office supplies, copy paper, etc.	\$ -	\$ 500.00	\$ 1,500.00	\$ 1,500.00
3121	Travel	Y	Expanding our reach to bring in new sports/corporate meetings to our market	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00
3250	Postage		Shipping cost for visitor's guides	\$ 2,000.00	\$ 1,000.00	\$ 4,000.00	\$ 4,000.00
3250A	Postage-Internal Charges only!		E-orders for merchandise, individual mail from office (Includes \$35 for allocated costs from Finance)	\$ 1,300.00	\$ 850.00	\$ 1,335.00	\$ 1,335.00
3410	Printing		Reorder and update visitor's guides	\$ 1,258.00	\$ 1,200.00	\$ 9,000.00	\$ 9,000.00

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	95-Occupancy Tax Fund	Dept. Head-Amanda Justice		Green Cell - Department Input	
Dept #:	Travel & Tourism - 9077				
Division:	Travel & Tourism - 9077				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
3421	Copy Machine Cost		Copy lease cost	\$ 1,031.00	\$ 1,031.00	\$ 1,200.00	\$ 1,200.00
3700	Advertising	Y	Goldsboro/Wayne County marketing plans and programs to include destination, sports, meetings, and tourism resource programs	\$ 89,698.00	\$ 101,000.00	\$ 102,247.00	\$ 102,247.00
3703	Sponsorships		N/A	\$ 15,000.00	\$ -		
4405	Event Expenses - Travel & Tourism	Y	Event fees/tournament rights, event support and supplies being held in Goldsboro	\$ 25,000.00	\$ 28,000.00	\$ 50,000.00	\$ 50,000.00
4406	Fam Tours & Travel Riders	Y	Travel writers, including meals, hotel expenses, attraction fees and fees	\$ 4,800.00	\$ 4,800.00	\$ 10,000.00	\$ 10,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 661.00	\$ 680.00	\$ 793.00	\$ 793.00
4912	Fees & Dues	Y	Dues/fees for data research, association affiliations, and tourism programs, e-newsletter subscription	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
4916	Chamber Of Commerce		Rent	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
9561	Office Supplies		Desk Calendars	\$ 40.00	\$ 40.00	\$ 50.00	\$ 50.00
Total Operating Expenditures				\$ 174,460.00	\$ 174,042.00	\$ 213,835.00	\$ 213,835.00
				\$ -			
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Travel & Tourism-Travel & Tourism Budge				\$ 388,659.00	\$ 387,957.29	\$ 428,466.47	\$ 433,196.20

SUPPORTING SCHEDULE			Fiscal Year FY23-24			
Fund:	95-Occupancy Tax Fund		Dept. Head-Amanda Justice			
Dept #:	Travel & Tourism - 9077					
Division:	Travel & Tourism - 9077					
Account:	2323 Training					

Line #		Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1				\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2						
3						
4						
5						
6						
7						
		Total - 2323 Training	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 95-Occupancy Tax Fund
Dept. Head-Amanda Justice
Dept #: Travel & Tourism - 9077
Division: Travel & Tourism - 9077
Account: 2993 Operational Supplies

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Copy Paper, Office Supplies, ETC		\$ 500.00	\$ 1,500.00	\$ 1,500.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
	Total - 2993 Operational Supplies	\$ -	\$ 500.00	\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 95-Occupancy Tax Fund
Dept #: Travel & Tourism - 9077
Division: Travel & Tourism - 9077
Account: 3121 Travel

Dept. Head-Amanda Justice

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Public Relations Media Mission (State & Regional)*	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
2	Association of Executives of NC (AENC) Tradeshow*	\$ 500.00			
3	Connect Sports (Parks & Rec attended this year on behalf of tourism)*				
4	Sports ETA*	\$ 1,700.00	\$ 1,000.00		
5	S.P.O.R.T.S. (replace TEAMS Conference with this conference to connect with smaller event rights-holders)*	\$ 3,000.00	\$ -		
6	NC Coast Host Meetings*	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
7	Mountains to Sea Trail Conference*	\$ 800.00			
8	NC Sports Association*	\$ 1,000.00		\$ 300.00	\$ 300.00
9	Tourism Week I-95N Center*	\$ 500.00		\$ 500.00	\$ 500.00
10	GTC/WCTDA Board Meetings*	\$ 800.00	\$ 900.00	\$ 900.00	\$ 900.00
11	Hotelier Meetings*	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
12	2021 Visit NC 365 Conference*	\$ 1,200.00	\$ 3,800.00	\$ 4,000.00	\$ 4,000.00
13	Showfest*	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
14	Cut 22-23	\$ (5,000.00)			
15					
16					
17					
	Total - 3121 Travel	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00

SUPPORTING SCHEDULE

Fiscal Year FY23-24

Fund: 95-Occupancy Tax Fund

Dept. Head-Amanda Justice

Dept #: Travel & Tourism - 9077

Division: Travel & Tourism - 9077

Account: 3700 Advertising

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Compas Media	\$ 122,000.00	\$ 101,000.00	\$ 30,000.00	\$ 30,000.00
2	Laurie Rowe Communications-Travel Media Press Room			\$ 15,000.00	\$ 15,000.00
3	Guest Quest			\$ 2,000.00	\$ 2,000.00
4	Interstate - Billboards			\$ 5,400.00	\$ 5,400.00
5	Visit NC Co-op Partnershp			\$ 15,000.00	\$ 15,000.00
6	Lynn Advertising Agency			\$ 3,500.00	\$ 3,500.00
7	TBD			\$ 31,347.00	\$ 31,347.00
8					
9					
10					
	Total - 3700 Advertising	\$ 122,000.00	\$ 101,000.00	\$ 102,247.00	\$ 102,247.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 95-Occupancy Tax Fund

Dept. Head-Amanda Justice
Dept #: Travel & Tourism - 9077

Division: Travel & Tourism - 9077

Account: 4405 Event Expenses - Travel & Tourism

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	USTA	\$ 25,000.00	\$ 28,000.00	\$ 6,000.00	\$ 6,000.00
2	QuadBall			\$ 5,000.00	\$ 5,000.00
3	NC LaxFest Girls			\$ 8,000.00	\$ 8,000.00
4	NC Boys LaxFest			\$ 8,000.00	\$ 8,000.00
5	AJGA			\$ 10,000.00	\$ 10,000.00
6	Mainstreet Conference			\$ 5,000.00	\$ 5,000.00
7	TBD			\$ 8,000.00	\$ 8,000.00
8					
9					
10					
	Total - 4405 Event Expenses - Travel & Tourism	\$ 25,000.00	\$ 28,000.00	\$ 50,000.00	\$ 50,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24

Fund: 95-Occupancy Tax Fund
Dept #: Travel & Tourism - 9077
Division: Travel & Tourism - 9077
Account: 4406 Fam Tours & Travel Riders

Dept. Head-Amanda Justice

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	Travel writers, including meals, hotel expenses, attraction fees and fees		\$ 4,800.00	\$ 10,000.00	\$ 10,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total - 4406 Fam Tours & Travel Riders		\$ -	\$ 4,800.00	\$ 10,000.00	\$ 10,000.00

SUPPORTING SCHEDULE
Fiscal Year FY23-24
Fund: 95-Occupancy Tax Fund

Dept. Head-Amanda Justice
Dept #: Travel & Tourism - 9077

Division: Travel & Tourism - 9077

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
1	MapMe	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
2	RDU Rack Space	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3	NC Coast Host	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
4	NC Festival & Events (NCAF&E)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
5	Civil War Trail Signs	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
6	NC Travel Industry Association (NCTIA)	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
7	NC Sports Association	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
8	Smith Travel Research (STR)- fees increase next FY	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00
9	Sponsorship Fees for local organizations				
10	Sports ETA	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
	Total - 4912 Fees & Dues	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00

EXPENDITURE SHEET		Fiscal Year FY23-24				
Fund:		Occupancy Tax Fund		Dept. Head	Catherine Gwynn	
Dept #:	8101	Finance		~ = Division by Zero		
Division:	8101	Transfers & Shared Services		* = Change < \$500		
Purple Cell-Finance Input						
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
81002	Contingency	\$ -	\$ -	\$ -	\$ 44,604.00	\$ 39,874.00
81003	Transfer to Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Transfers	\$ -	\$ -	\$ -	\$ 44,604.00	\$ 39,874.00
				\$ -	\$ -	\$ -
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Finance-Transfers & Shared Services Budget	\$ -	\$ -	\$ -	\$ 44,604.00	\$ 39,874.00

JUSTIFICATION SHEET	Fiscal Year FY23-24		Blue Font - Detail Schedule Requested
Fund:	Occupancy Tax Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Finance - 8101		
Division:	Transfers & Shared Services - 8101		

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
81002	Contingency			\$ 17,480.00	\$ -	\$ 44,604.00	\$ 39,874.00
81003	Transfer to Capital Projects				\$ -	\$ -	\$ -
	Total Transfers			\$ 17,480.00	\$ -	\$ 44,604.00	\$ 39,874.00
						\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Finance-Transfers & Shared Services Budget			\$ 17,480.00	\$ -	\$ 44,604.00	\$ 39,874.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

General Fund Capital Reserve Revenues

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		1110-General Fund Capital Reserve		Dept. Head		Catherine Gwynn			
Dept #:		Revenues	Revenues	~ = Division by Zero					
Division:		Revenues	~	* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
58011	Transfer From General Fund	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
	Total-Transfers & Shared Services-0008	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
8583	Fund Balance Withdrawal		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Revenues-~ Budget	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%

JUSTIFICATION SHEET	Fiscal Year FY23-24	Blue Font - Detail Schedule Requested
Fund:	1110-General Fund Capital Reserve	Green Cell - Department Input
Dept #:	Revenues - Revenues	
Division:	~ - Revenues	

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
58011	Transfer From General Fund		Pay-Go for Future Capital Outlay	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Total-Transfers & Shared Services-0008			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8583	Fund Balance Withdrawal		None	\$ -	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues-~ Budget			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

General Fund Capital Reserve Expenditures

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		1110-General Fund Capital Reserve		Dept. Head		Catherine Gwynn			
Dept #:	8101	Finance		~ = Division by Zero					
Division:	8101	GF Transfers & Shared Services		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
81002	Contingency				\$ -	\$ 1,000.00	~	\$ 1,000.00	~
81003	Transfer to Capital Projects		\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	*	\$ -	*
	Total Transfers & Shared Services	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
	Total Finance-GF Transfers & Shared Services Budget	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%

JUSTIFICATION SHEET		Fiscal Year FY23-24		Blue Font - Detail Schedule Requested	
Fund:	1110-General Fund Capital Reserve	Dept. Head-Catherine Gwynn		Green Cell - Department Input	
Dept #:	Finance - 8101				
Division:	GF Transfers & Shared Services - 8101				

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
81002	Contingency			\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
81003	Transfer to Capital Projects			\$ 1,000.00	\$ -	\$ -	\$ -
	Total Transfers & Shared Services			\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
	Total Finance-GF Transfers & Shared Services Bud			\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Utility Capital Reserve Fund Revenues

EXPENDITURE SHEET		Fiscal Year FY23-24							
Fund:		6110-Utility Fund Capital Reserve		Dept. Head		Catherine Gwynn			
Dept #:		Revenues	Revenues	~ = Division by Zero					
Division:		Revenues	~	* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
58012	Transfer from Utilities Fund	\$ -	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	-0.41%	\$ -	*
	Total-Transfers & Shared Services-0008	\$ -	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	-0.41%	\$ -	*
8583	Fund Balance Withdrawal		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Revenues-~ Budget	\$ -	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	-0.41%	\$ -	*

JUSTIFICATION SHEET Fiscal Year FY23-24			Blue Font - Detail Schedule Requested				
Fund:	6110-Utility Fund Capital Reserve	Dept. Head-Catherine Gwynn	Green Cell - Department Input				
Dept #:	Revenues - Revenues						
Division:	~ - Revenues						

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	Manager Recommend. 5/15/23
58012	Transfer from Utilities Fund		Pay-Go for Future Capital Outlay ; Dept Request is an estimated amount	\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	\$ -
	Total-Transfers & Shared Services-0008			\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	\$ -
8583	Fund Balance Withdrawal		None	\$ -	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues-~ Budget			\$ 1,506,129.00	\$ 1,506,129.00	\$ 1,500,000.00	\$ -



FY2023-2024 Manager's Recommended Budget

May 15, 2023

Utility Capital Reserve Fund Expenditures

EXPENDITURE SHEET		Fiscal Year FY23-24	
Fund:	6110-Utility Fund Capital Reserve		Dept. Head Catherine Gwynn
Dept #:	8101	Finance	~ = Division by Zero
Division:	8101	Transfers & Shared Services	* = Change < \$500
Purple Cell-Finance Input			

Object of Expenditure		FY21-22 Actual	FY22-23 Adopted 6/20/2022	FY22-23 Adopted Amended 12/31/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Adopted V. FY22-23 Request % Δ Incr/(Decr)	FY23-24 Manager Recommend. 5/15/23	FY22-23 Adopted V. FY23-24 MGR SUB % Δ Incr/(Decr)
81002	Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
81003	Transfer to Capital Projects	\$ -	\$ 1,506,129.00	\$ 1,506,129.00	\$ 804,289.48	\$ 1,500,000.00	-0.41%	\$ -	*
Total Transfers & Shared Services		\$ -	\$ 1,506,129.00	\$ 1,506,129.00	\$ 804,289.48	\$ 1,500,000.00	-0.41%	\$ -	*
Total Finance-Transfers & Shared Services Budget		\$ -	\$ 1,506,129.00	\$ 1,506,129.00	\$ 804,289.48	\$ 1,500,000.00	-0.41%	\$ -	*

JUSTIFICATION SHEET Fiscal Year FY23-24		Fund: 6110-Utility Fund Capital Reserve Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Dept #: Finance - 8101		Green Cell - Department Input			
Division: Transfers & Shared Services - 8101					

Object of Expenditure		Sched?	Detailed Justification	FY22-23 Adopted 6/20/2022	Estimated Year End Jun 30	FY23-24 Dept Request	FY23-24 Manager Recommend. 5/15/23
81002	Contingency			\$ -	\$ -	\$ -	\$ -
81003	Transfer to Capital Projects		Dept Request is an estimated amount	\$ 1,506,129.00	\$ 804,289.48	\$ 1,500,000.00	\$ -
	Total Transfers & Shared Services			\$ 1,506,129.00	\$ 804,289.48	\$ 1,500,000.00	\$ -
	Total Finance-Transfers & Shared Services Budget			\$ 1,506,129.00	\$ 804,289.48	\$ 1,500,000.00	\$ -

Date: February 18, 2023

**City of Goldsboro, NC
FY 2023-24 Budget Calendar**

<u>Date</u>	<u>Description</u>	<u>Department</u>
Jan 2 – Jan 31	▪ Prepare prior & current year expenditure schedule and revenue estimates	Finance
Feb 18	▪ Department Budget Workbooks & Instructions Available	All Departments
Feb 21	▪ Agency letters mailed	Finance
Feb 22 & 23	▪ Council Retreat	CM/Council/Depts.
Mar 1	▪ Spreadsheet submitted for New Positions or Reclass Positions Due to HR	Human Resources
Mar 3	▪ Department Budget Workbooks Submitted to Finance	Finance
Mar 10	▪ Agency requests due to Finance	Finance
Mar 6 – Mar 14	▪ Compile documents, review requests, and summarize	Finance
Mar 13 – Mar 17	▪ Manager and HR review of Position Requests	City Manager/HR
Mar 13 – Mar 17	▪ Compile expenditure and revenue totals	Finance
Mar 20– Apr 3	▪ Revenue calculations	Finance
Mar 20 – Mar 24	▪ Meeting with all departments to review budget requests	City Mgr/Finance/Dept. Heads
Apr 3 – Apr 7	▪ Validating Department Request Spreadsheets to Banner	Finance
Apr 3 – Apr 21	▪ Balancing Manager’s Recommended Budget	City Manager/Finance
Apr 24 – Apr 28	▪ Prepare Schedules, Charts, Analysis for Manager’s Recommended Budget	Finance
May 1	▪ Publish statement regarding Manager’s Budget and proposed rate increases	Finance
May 1 – May 5	▪ Prepare Presentation Booklet for Manager’s Recommended Budget for the Budget Worksession	Finance
May 1 – May 5	▪ Prepare compiled FY23-24 Manager’s Recommended Budget for the Budget Worksession	Finance
May 15	▪ Submit official FY23-24 Manager’s Recommended Budget to City Council and LGC	City Manager/Finance
	▪ Publish printed copy of FY23-24 Manager’s Recommended Budget for the Budget Worksession	Finance/IT
May 15 – Jun 20	▪ Council’s budget work session meetings	CM/Council/Depts.
Jun 5	▪ Hold Public Hearing on recommended budget	City Council
Jun 20	▪ Formally adopt budget	City Council
Jun 20 - 30	▪ Prepare adopted budget allocations	Finance