



CITY OF GOLDSBORO
RECOMMENDED BUDGET
FY 2020-2021
May 29, 2020



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May 29, 2020

Honorable Mayor and Councilmembers:

It is my pleasure to present to the City of Goldsboro the Fiscal Year (FY) 2020-2021 recommended budget of \$64,393,978. This budget is an increase of 1.91% from last year and projects sufficient revenues to fund expenditures for the period of July 1, 2020 through June 30, 2021.

Due to the Coronavirus' (COVID-19) adverse impact on our economy in FY19-20 and unknown effect in FY20-21, revenue assumptions are conservative and include no economic growth at the current City tax rates. Utility franchise tax and Federal Emergency Management Agency (FEMA) reimbursement reductions result in less General Fund revenue. Utility water and sewer consumption rates increase 25% but remain less than the average of North Carolina cities benchmarked as recommended in our recent study to sustain operations and critical infrastructure. A \$1 per month recycling surcharge charge is added to solid waste fees for increased recycling costs; planning fees are increased; all other fees remain the same.

Expenditures include state mandated employee benefit increases, and pay increases for those identified in the recent pay study that make less than the minimum of the recommended pay grade. Currently, cost of living, Christmas bonus, and annual performance pay are not funded due to expected General Fund constraints. Funding was also cut for part-time employees, operations, travel, training, and energy expenditures associated with expected COVID-19 limitations. These items can be readdressed in budget amendments if revenue permits. City management will take the necessary actions to reduce planned expenditures until revenues are more apparent by delaying new capital projects, equipment purchases, and employee hires.

Significant investments focused on Council goals and citizen expectations include:

Safe and Secure Community:

The City remains dedicated to protecting the well-being of our residents and visitors every day. To provide the safest environment possible and reduce crime, the Fire Department personnel positions are fully funded and the Police Department is funded at its current staffing level. Operational expenditures for both departments are funded less than last year but more than or similar to the previous year. Capital expenditures are limited and include a debt service payment for the \$5.3 million Public Safety Complex and Fire Station 4 expansion completed in 2020. Water and sewer utility rate increases will fund six new job positions, the repainting of the New Hope Water Tower, and \$22.3 million in outstanding debt associated with ensuring ample high quality water and sewer infrastructure.

Strong and Diverse Economy:

The City is fortunate to benefit from the \$770 million local economic impact of Seymour Johnson AFB, and we appreciate what our service men and women do for our Country at home and abroad. The Department of Defense active duty military, reservists, retirees, civilians, and dependents are a significant portion of our residents and visitors, and the City budget supports activities that ensure our relationship remains strong. The City's \$9 million investment in revitalizing downtown is realizing a 6:1 return from state, federal, and private investment. Over the next two years, at least \$15 million dollars in private funding will refurbish seven buildings to create 65 apartments and 15,000 sq ft of commercial space. Investments in the Maxwell Regional Agricultural and Convention Center and the Bryan Multi-Sports Complex will continue to draw out of town travelers that add hotel revenue and occupancy tax when COVID-19 restrictions allow the associated events. The City remains committed in partnering with Wayne County to develop the Goldsboro Industrial Park located off Patetown Road and anticipates economic growth along the Highway 70 bypass interchanges due to availability of vacant land and adequate water and sewer utilities.

Exceptional Quality of life:

Access to City owned and operated Parks and Recreation facilities is excellent. According to the UNC School of Government Benchmark Project, our City has the most pools, athletic fields, and playgrounds per 10,000 people. The Bryan Multi-Sports Complex has been recognized as one of the top 10 soccer facilities in the country and will serve our community through recreation leagues, sports tourism, as well as being the home of the East Carolina Phantoms semi pro football team and the Goldsboro Strike Eagles semi pro soccer team. The Municipal Golf Course has a new PGA professional/director that is making golf increasingly successful with additional play and revenue. The new \$11 million Herman Park Center is not funded this fiscal year. The Paramount Theater has a new services coordinator that will help schedule and provide the performing arts series and opportunities for local productions. The recent investment of \$8 million in road work has improved our pavement condition rating though more work is needed.

Racial and Cultural Harmony:

Cultural diversity and sensitivity training and public events are an important aspect of community growth. The Human Resources Department is investing in online training modules for all city employees. The Community Relations Department enables the use of city, state (Urgent Repair & Essential Single-Family Rehabilitation) and federal (Community Development Block Grant & HOME) grants for events and projects that will benefit our citizens. The Five-Year Consolidated Plan and associated Annual Action Plans that are coordinated with citizen input and approved by Council will determine how a projected \$4.7 million is spent between FY20-24. Non-profit organization funding is reduced 10% due to funding constraints.

Model of Excellence in Government:

The City Strategic Plan has been developed and will be used to evaluate the implementation of public services to meet our established vision, mission, values, and goals. Goldsboro is one of 15 North Carolina cities that participate in the UNC School of Government Benchmark Project to compare service delivery and adopt best practices. The associated measures of workload, efficiency, and effectiveness will help us continually improve our targeted efforts to set the standard for public service in North Carolina. The recent utilities rate study is essential to determine the best fiscally responsible way to bill our utility customers while setting aside funds for future plant enhancements and the construction of new facilities.

RECOMMENDED BUDGET OVERVIEW

A comparison of the adopted FY 2019-20 budget to our recommended FY 2020-21 budget is shown below.

Fund	Adopted FY 2019-20	Recommended FY 2020-21	Difference	Explanation (if needed)
General	\$43,395,311	\$42,425,220	(\$970,091)	Flat revenue growth due to COVID-19 uncertainty in the economy. Fund balance appropriation reduced \$600K; reduction of agency and state shared revenues such as FEMA \$578K.
General Fund Capital Reserve	1,000	1,000		
Community Development	800	800		
Stormwater	1,366,249	1,775,600	409,351	Loan proceeds for street sweeper in FY21 \$268K; revenue actuals for stormwater fee \$138K
Utility	17,207,328	18,933,616	1,726,288	Includes 25% water and sewer rate increase and \$1M decrease for Case Farms violation charges
Downtown District	100,351	97,898	(2,453)	
Occupancy Tax	1,113,732	1,159,844	46,112	Flat revenue growth due to COVID-19 uncertainty in the economy.
Totals	\$63,184,771	\$64,393,978	\$1,209,207	

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	No	Current rate is 65 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	\$1 per month for recycling surcharge.
Utility Rates & Fees	Yes	25% rate increase for water and sewer.
Stormwater Fee	No	No fee increase.
New Debt General/Utility Fund	Yes	Financing for new equipment (\$1,097,930).
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	
Number of Positions Authorized/Funded	Yes	Accountant added 3/16/2020 increasing FY20 from 473 to 474 FTE's.
New Positions Authorized/Funded	Yes	10 Full-Time employees General Fund (3) Utility Fund (7)
Retirement Rates	Yes	Employer contribution increase \$224,098; General Employee 9.02% to 10.21% and Law Enforcement Employees 9.7% to 10.84%.
Health Insurance Changes	Yes	The City joined NC State Health Plan in January 2016. A 2% increase from \$534.20 to \$545.00 per month in the employee rate is anticipated in January 2021.
Employee Pay Increases	Yes	Incorporated Evergreen Compensation and Class Pay Study "Bring to New Minimums" Option impacts 65 employees for a salary total of \$97,060 effective first full payroll in July 2020. Bonuses, and raises for merit and COLA were not included in the recommended budget due to budget constraints.
Employee 401(k) Contribution	No	Continue Contribution as 5% for sworn law enforcement and 4% for all non-sworn City employees.

BUDGET SUMMARY

The total budget recommended for Fiscal Year 2020-21 is \$64,393,978 and is balanced as required by North Carolina General Statute §159-11. This total represents an increase of \$1,209,207 from Fiscal Year 2019-20. The recommended budget is summarized below:

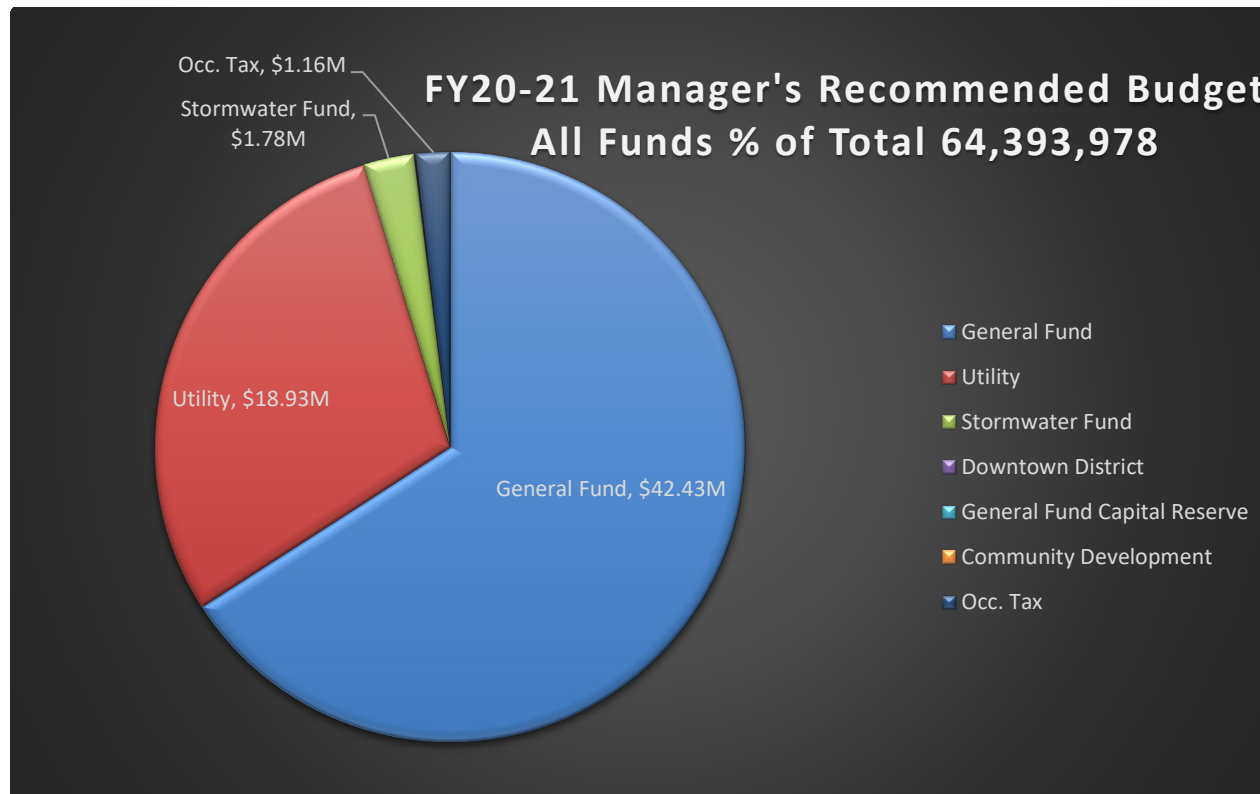
	Estimated Revenues	Estimated Expenditures	Fund Balance Appropriated
General Fund	\$ 42,412,256	\$ 42,425,220	\$ 12,964
General Fund Capital Reserve	\$ 1,000	\$ 1,000	
Community Development	\$ 800	\$ 800	
Stormwater Fund	\$ 1,775,600	\$ 1,775,600	
Utility Fund	\$ 18,933,616	\$ 18,933,616	
Downtown District	\$ 97,898	\$ 97,898	
Occupancy Tax	\$ 1,043,881	\$ 1,159,844	\$ 115,963
Subtotal	\$ 64,265,051	\$ 64,393,978	\$ 128,927
Plus Appropriation of Fund Balance	\$ 128,927		
TOTAL BUDGET FY20-21	\$ 64,393,978	\$ 64,393,978	

Respectfully submitted,



Timothy M. Salmon
City Manager

FY20-21 Manager's Recommended All Funds 6/1/2020



Fund	FY20 Adopted 6/17/19	FY21 Manager Recommended Budget 6/1/20	Change FY21 V. FY20	FY21
				Mgr. Rec. % of Total
General Fund	\$ 43,395,311	\$ 42,425,220	\$ (970,091)	66%
Utility	\$ 17,207,328	\$ 18,933,616	\$ 1,726,288	29%
Stormwater Fund	\$ 1,366,249	\$ 1,775,600	\$ 409,351	3%
Occupancy Tax	\$ 1,113,732	\$ 1,159,844	\$ 46,112	2%
Downtown District	\$ 100,351	\$ 97,898	\$ (2,453)	0%
General Fund Capital Reserve	\$ 1,000	\$ 1,000	\$ -	0%
Community Development	\$ 800	\$ 800	\$ -	0%
All Operating Funds	\$ 63,184,771	\$ 64,393,978	\$ 1,209,207	100%

FY2020-21		FY20 Adopted Budget Original 6/17/19	FY20 Amended Budget Dec 31	6/30/20 Estimated Actuals (JUN30)	FY20-21 Dept Request (DEPT)	Manager Submitted 6/1/20 (MGR04)
11-General Operating	Revenues	\$43,395,311	\$45,017,296	\$40,574,759	\$39,377,891	\$42,425,220
	Expenditures	\$43,395,311	\$45,017,296	\$45,816,539	\$54,103,352	\$42,425,220
General Fund	Surplus/(Deficit)	\$0	\$0	(\$5,241,780)	(\$14,725,461)	\$0
1110-Capital Reserve	Revenues	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	Expenditures	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
General Fund Capital Reserve	Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0
15-Stormwater Fund	Revenues	\$1,366,249	\$1,467,481	\$1,513,583	\$1,775,600	\$1,775,600
	Expenditures	\$1,366,249	\$1,467,481	\$1,388,482	\$1,775,600	\$1,775,600
Stormwater Fund	Surplus/(Deficit)	\$0	\$0	\$125,101	\$0	(\$0)
22-Community Development	Revenues	\$800	\$800	\$800	\$800	\$800
	Expenditures	\$800	\$800	\$800	\$800	\$800
Community Development Fund	Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0
61-Utility Fund	Revenues	\$17,207,328	\$20,424,368	\$18,171,158	\$18,933,616	\$18,933,616
	Expenditures	\$17,207,328	\$20,424,368	\$19,569,854	\$25,029,800	\$18,933,616
Utility Fund	Surplus/(Deficit)	\$0	\$0	(\$1,398,696)	(\$6,096,184)	(\$0)
70-Downtown Special District	Revenues	\$100,351	\$121,701	\$97,779	\$97,898	\$97,898
	Expenditures	\$100,351	\$121,701	\$207,731	\$97,898	\$97,898
Downtown Goldsboro Special District	Surplus/(Deficit)	\$0	\$0	(\$109,952)	\$0	\$0
95-Occupancy Tax Fund	Revenues	\$1,113,732	\$1,113,732	\$971,146	\$1,063,881	\$1,159,844.00
	Expenditures	\$1,113,732	\$1,113,732	\$1,077,351	\$1,132,631	\$1,159,844.00
Occupancy Tax Fund	Surplus/(Deficit)	\$0	\$0	(\$106,205)	(\$68,750)	\$0.00
TOTAL ALL FUNDS	Revenues	\$63,184,771	\$68,146,378	\$61,330,225	\$61,250,686	\$64,393,978
	Expenditures	\$63,184,771	\$68,146,378	\$68,061,758	\$82,141,081	\$64,393,979
Surplus/(Deficit)		\$0	\$0	(\$6,731,533)	(\$20,890,395)	(\$1)

**FY20-2021 Budget
Summary by Fund and Organization**

General Fund

Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0001	Tax Revenues	\$ 17,112,891	\$ 17,153,130	\$ 17,153,130
0002	Licenses & Permits	\$ 372,490	\$ 375,525	\$ 375,525
0003	Revenue Other Agencies	\$ 13,532,897	\$ 13,281,029	\$ 15,014,633
0004	Charges For Services	\$ 4,817,829	\$ 4,861,650	\$ 4,969,581
0005	Capital Returns	\$ 168,018	\$ 169,100	\$ 1,361,930
0006	Miscellaneous Revenue	\$ 1,165,882	\$ 490,500	\$ 490,500
0007	Shared Services	\$ 2,914,532	\$ 3,046,957	\$ 3,046,957
0009	Fund Balance Withdrawal			\$ 12,964
Total Revenues - General Fund		\$ 40,084,539	\$ 39,377,891	\$ 42,425,220

Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
1011	Mayor & Council	\$ 424,554	\$ 351,903	\$ 350,028
1012	City Manager	\$ 1,060,168	\$ 967,624	\$ 806,851
1016	Human Resources Management	\$ 658,168	\$ 676,706	\$ 661,186
1017	Community Relations	\$ 219,006	\$ 223,281	\$ 160,985
1018	Paramount Theater	\$ 744,653	\$ 813,848	\$ 606,537
1019	Postage Service Credits	\$ (18,787)	\$ (32,140)	\$ (32,140)
1020	Goldsboro Event Center	\$ 149,073	\$ 148,121	\$ 131,731
1024	Inspections	\$ 820,885	\$ 648,029	\$ 600,174
1025	Downtown Development	\$ 431,418	\$ 652,018	\$ 294,141
1030	Information Technology	\$ 1,773,054	\$ 3,114,830	\$ 2,074,759
1111	Public Works - Administration	\$ 500,670	\$ 523,203	\$ 467,474
1114	Garage	\$ 2,306,539	\$ 2,530,877	\$ 2,121,518
1115	Garage Service Credits	\$ (1,610,845)	\$ (1,792,780)	\$ (1,478,825)
1133	Buildings & Grounds	\$ 853,281	\$ 982,846	\$ 731,717
1142	Cemetery	\$ 349,131	\$ 427,982	\$ 361,882
2111	Finance	\$ 1,518,085	\$ 1,696,824	\$ 1,543,790
2112	Office Supply Credits	\$ (7,217)	\$ (7,357)	\$ (7,357)
3151	Planning & Redevelopment	\$ 1,209,132	\$ 1,884,808	\$ 1,518,973
4134	Street Maintenance	\$ 1,065,709	\$ 981,024	\$ 948,501
4135	Streets Utilities	\$ 516,500	\$ 521,000	\$ 521,000
4136	Street Paving Division	\$ -	\$ 687,500	\$ 187,500
4143	Solid Waste	\$ 3,730,671	\$ 4,203,416	\$ 3,600,852
4172	Engineering	\$ 875,421	\$ 1,000,504	\$ 984,926
5120	Fire Department	\$ 6,625,683	\$ 7,011,424	\$ 6,246,341
6121	Police Department	\$ 9,953,244	\$ 11,558,931	\$ 9,548,140
7310	Special Expense Fees	\$ 577,289	\$ 754,029	\$ 441,900
7315	Non-Recurring Capital Outlay	\$ 201,444	\$ 410,785	\$ 410,785
7460	Parks and Recreation	\$ 3,498,557	\$ 5,099,226	\$ 3,157,049
7461	Golf Course	\$ 658,259	\$ 859,003	\$ 595,492
8101	Transfers & Shared Services	\$ 809,658	\$ 851,000	\$ 11,017
8111	Debt Service	\$ 6,413,357	\$ 6,354,888	\$ 4,858,292
Total Expenditures-General Fund		\$ 46,306,759	\$ 54,103,352	\$ 42,425,220

General Fund Capital Reserve

Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0008	Transfers In Revenue	\$ 1,000	\$ 1,000	\$ 1,000
	Fund Balance Withdrawal			
Total Revenues-Gen Fd Capital Reserve		\$ 1,000	\$ 1,000	\$ 1,000
8101	Transfers & Shared Services	\$ 1,000	\$ 1,000	\$ 1,000
Total Expenditures-Gen Fd Capital Reserve		\$ 1,000	\$ 1,000	\$ 1,000

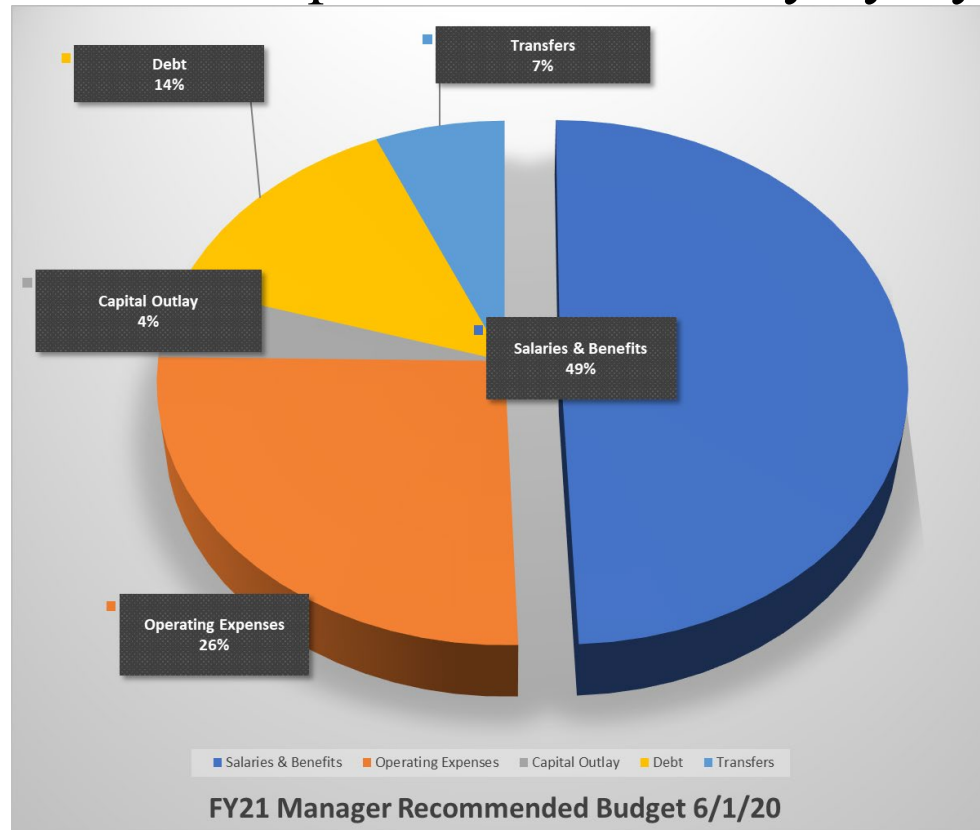
**FY20-2021 Budget
Summary by Fund and Organization**

Stormwater Fund				
Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0004	Charges For Services	\$ 1,505,208	\$ 1,500,000	\$ 1,500,000
0005	Capital Returns	\$ 8,375	\$ 275,600	\$ 275,600
0009	Fund Balance Withdrawal			
	Total Revenues-Stormwater Fund	\$ 1,513,583	\$ 1,775,600	\$ 1,775,600
4137	Stormwater Division	\$ 993,397	\$ 1,251,395	\$ 1,251,395
8101	Transfers & Shared Services	\$ 270,000	\$ 399,386	\$ 399,386
8111	Debt Service	\$ 125,085	\$ 124,819	\$ 124,819
	Total Expenditures-Stormwater Fund	\$ 1,388,482	\$ 1,775,600	\$ 1,775,600
CDBG Fund				
Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0005	Capital Returns	\$ 800	\$ 800	\$ 800
	Fund Balance Withdrawal			
	Total Revenues-CDBG Fund	\$ 800	\$ 800	\$ 800
8101	Transfers & Shared Services	\$ 800	\$ 800	\$ 800
	Total Expenditures-CDBG Fund	\$ 800	\$ 800	\$ 800
Utility Fund				
Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0004	Charges For Services	\$ 17,103,482	\$ 18,600,049	\$ 18,600,049
0005	Capital Returns	\$ 58,211	\$ 32,542	\$ 32,542
0006	Miscellaneous Revenue	\$ 1,009,465	\$ 301,025	\$ 301,025
0009	Fund Balance Withdrawal			
	Total Revenues-Utility Fund	\$ 18,171,158	\$ 18,933,616	\$ 18,933,616
4174	Billing & Meter Services	\$ -	\$ 775,751	\$ 775,750
4175	Distribution & Collection	\$ 2,476,668	\$ 2,854,525	\$ 2,388,026
4176	Water Treatment Plant	\$ 3,669,859	\$ 4,501,493	\$ 2,955,171
4177	Water Reclamation Facility	\$ 4,121,500	\$ 6,452,252	\$ 3,962,640
4178	Utility Fund Capital Expense	\$ 2,252,472	\$ 2,411,786	\$ 766,786
4179	Compost Facility	\$ 881,141	\$ 1,008,237	\$ 862,244
8101	Transfers & Shared Services	\$ 3,215,531	\$ 3,588,105	\$ 3,785,349
8111	Debt Service	\$ 2,952,683	\$ 3,437,651	\$ 3,437,651
	Total Expenditures-Utility Fund	\$ 19,569,854	\$ 25,029,800	\$ 18,933,616
Downtown Municipal Service District				
Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0001	Tax Revenues	\$ 96,521	\$ 97,075	\$ 97,075
0005	Capital Returns	\$ 874	\$ 823	\$ 823
0006	Miscellaneous Revenue	\$ 384	\$ -	\$ -
0009	Fund Balance Withdrawal			
	Total Revenues-Downtown MSD	\$ 97,779	\$ 97,898	\$ 97,898
8101	Transfers & Shared Services	\$ 100,000	\$ 17,000	\$ 17,000
8350	Downtown District	\$ 107,731	\$ 80,898	\$ 80,898
	Total Expenditures-Downtown MSD	\$ 207,731	\$ 97,898	\$ 97,898

**FY20-2021 Budget
Summary by Fund and Organization**

Occupancy Tax Fund				
Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
0004	Charges For Services	\$ 953,095	\$ 1,031,800	\$ 1,031,800
0005	Capital Returns	\$ 5,520	\$ 5,500	\$ 5,500
0006	Miscellaneous Revenue	\$ 12,531	\$ 6,581	\$ 6,581
0009	Fund Balance Withdrawal	\$ -	\$ 20,000	\$ 115,963
Total Revenues-Occupancy Tax		\$ 971,146	\$ 1,063,881	\$ 1,159,844
9076	Occupancy Tax/Civic Center	\$ 653,142	\$ 680,720	\$ 791,341
9077	Occupancy Tax/Travel & Tourism	\$ 424,209	\$ 451,911	\$ 368,502
Total Expenditures-Occupancy Tax		\$ 1,077,351	\$ 1,132,631	\$ 1,159,843
Total All Funds				
	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20
	Revenue	\$ 60,840,005	\$ 61,250,686	\$ 64,393,978
	Expenditures	\$ 68,551,978	\$ 82,141,081	\$ 64,393,978
	Surplus/(Deficit)	\$ (7,711,973)	\$ (20,890,395)	\$ 0

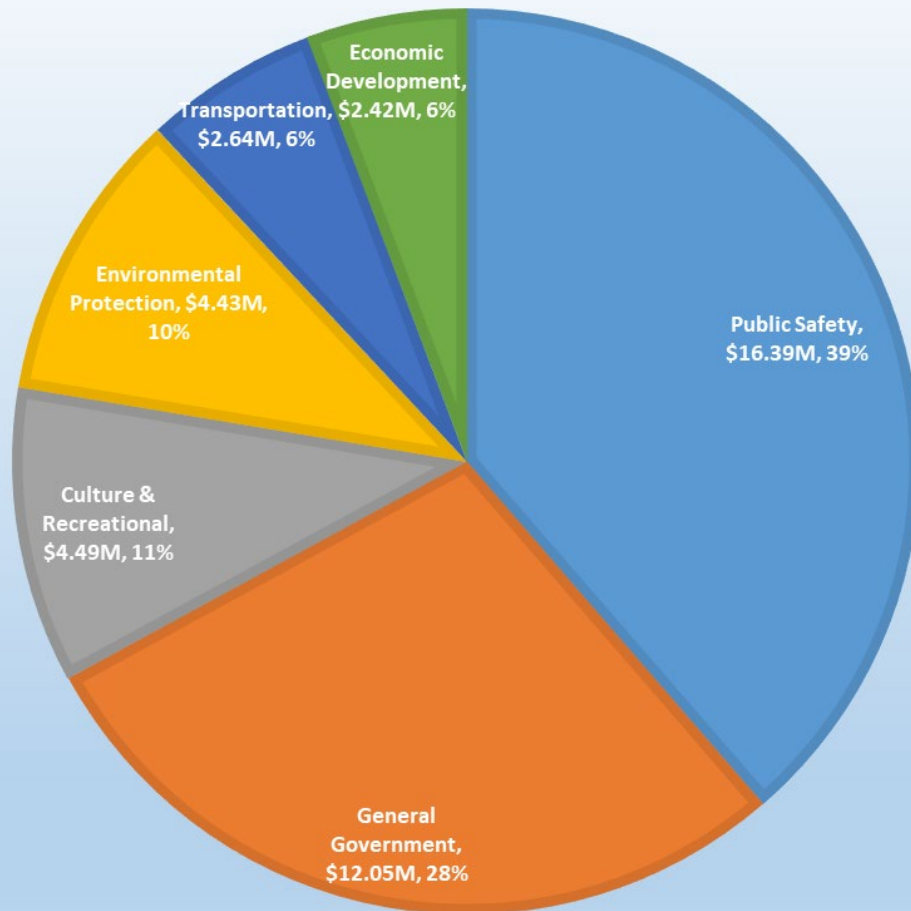
FY20-21 Manager's Recommended All Funds Expenditure Summary by Type



Expend Type	FY21 Manager				
	FY20 Adopted 6/17/19	Recommended Budget 6/1/20	Change FY21 V. FY20	Mgr Recom % of Total	
Salaries & Benefits	\$ 31,024,058	\$ 31,826,862	\$ 802,804	49%	
Operating Expenses	\$ 17,188,202	\$ 16,621,707	\$ (566,495)	26%	
Capital Outlay	\$ 2,085,191	\$ 2,871,650	\$ 786,459	4%	
Debt	\$ 8,738,176	\$ 8,867,383	\$ 129,207	14%	
Transfers	\$ 4,149,144	\$ 4,206,375	\$ 57,231	7%	
All Funds Expend.	\$ 63,184,771	\$ 64,393,978	\$ 1,209,207	100%	

FY20-21 Manager's Recommended – General Fund Expenditures by Functional Group

Sum of FY20-21 Recomm.



**FY20-21 Manager's Recommended
General Fund by Functional Group**

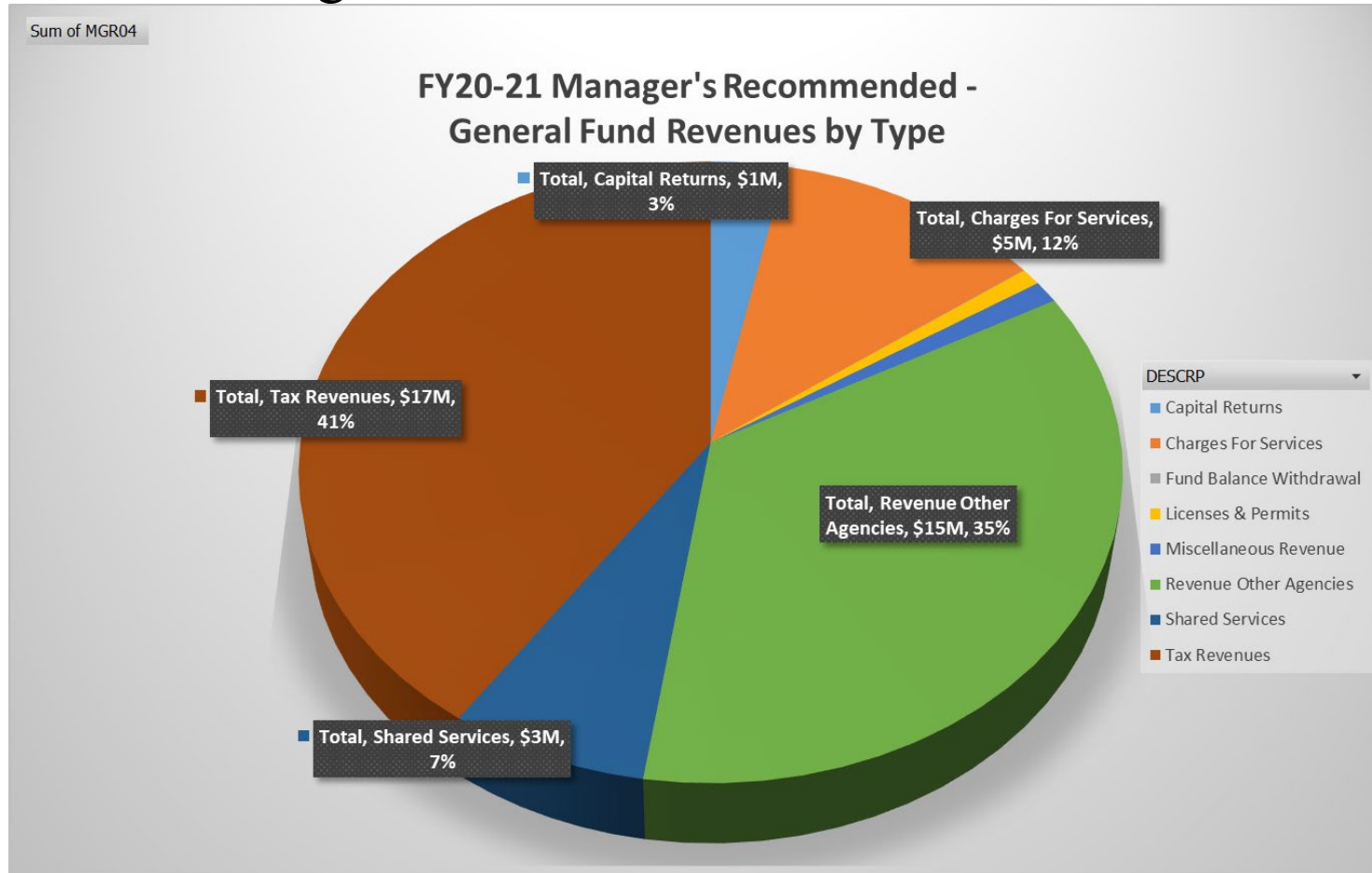
The General Fund makes up \$42.4M or 66% of the \$64.4M Manager's Recommended budget. The table below outlines how dollars are allocated to a specific functional area of government.

Expend Type	FY20 Adopted 6/17/19	FY21 Manager Recommended Budget 6/1/20	Change FY21 V. FY20
Public Safety	\$ 17,187,602	\$ 16,394,655	\$ (792,947)
General Government	\$ 12,294,716	\$ 12,051,622	\$ (243,094)
Culture & Recreational	\$ 4,633,462	\$ 4,490,809	\$ (142,653)
Environmental Protection	\$ 4,160,605	\$ 4,430,208	\$ 269,604
Transportation	\$ 2,734,311	\$ 2,641,926	\$ (92,385)
Economic Development	\$ 2,384,615	\$ 2,416,000	\$ 31,385
General Fund Expend.	\$ 43,395,311	\$ 42,425,220	\$ (970,091)

Highlights of Increases/(Decreases)

- ✓ **Public Safety**
 - Operations (\$517,289)
 - Capital (\$329,184)
 - Salary & Benefits \$53,526
- ✓ **General Government**
 - Operations \$294,383
 - Capital \$261,400
 - Salary & Benefits \$152,975
 - Debt (\$194,212)
 - Transfers (\$757,641)
- ✓ **Culture & Recreational**
 - Operations (\$41,490)
 - Capital \$28,000
 - Salary & Benefits (\$129,164)
- ✓ **Environmental Protection**
 - Capital \$212,122

FY20-21 Manager's Recommended – General Fund Revenues



Revenue Type	FY20 Adopted 6/17/19	FY21 Manager Recommended Budget 6/1/20	Change FY21 V. FY20	% of Total
Tax Revenues	\$ 16,924,894	\$ 17,153,130	\$ 228,236	40%
Licenses & Permits	\$ 385,888	\$ 375,525	\$ (10,363)	1%
Revenue Other Agencies	\$ 16,039,031	\$ 15,014,633	\$ (1,024,398)	35%
Charges For Services	\$ 4,716,485	\$ 4,969,581	\$ 253,096	12%
Capital Returns	\$ 1,287,296	\$ 1,361,930	\$ 74,634	3%
Miscellaneous Revenue	\$ 490,322	\$ 490,500	\$ 178	1%
Shared Services	\$ 2,914,532	\$ 3,046,957	\$ 132,425	7%
Fund Balance Withdrawal	\$ 636,863	\$ 12,964	\$ (623,899)	0%
General Fund Revenue	\$ 43,395,311	\$ 42,425,220	\$ (970,091)	100%

**FY 2020- 2021 Budget
General Fund**

<u>Department</u>	Consultant Fees - #1991			Training - #2323			Travel - #3121		
	Budget FY 19-20	Recomm FY 20-21	Change	Budget FY 19-20	Recomm FY 20-21	Change	Budget FY 19-20	Recomm FY 20-21	Change
Mayor & City Council	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 29,900	\$ 28,000	\$ (1,900)
City Managers Office	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 12,250	\$ (5,250)
Human Resources	\$ 43,500	\$ 11,500	\$ (32,000)	\$ 2,500	\$ 1,850	\$ (650)	\$ 4,000	\$ 2,800	\$ (1,200)
Community Affairs	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ 8,000	\$ 2,652	\$ (5,348)
Paramount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,080	\$ 900	\$ (2,180)
Event Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ -
Inspections	\$ 2,000	\$ 10,000	\$ 8,000	\$ 6,074	\$ 6,074	\$ -	\$ 8,000	\$ 5,600	\$ (2,400)
Downtown Development	\$ 67,900	\$ 5,000	\$ (62,900)	\$ 5,400	\$ 1,649	\$ (3,751)	\$ 6,390	\$ 4,473	\$ (1,917)
Information Tech	\$ 16,000	\$ 30,000	\$ 14,000	\$ 11,600	\$ 14,120	\$ 2,520	\$ 7,700	\$ 5,390	\$ (2,310)
P.W. -Admin	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,000	\$ (500)	\$ 1,000	\$ 500	\$ (500)
Garage	\$ 3,500	\$ -	\$ (3,500)	\$ 1,950	\$ 1,365	\$ (585)	\$ 2,500	\$ 250	\$ (2,250)
Buildings & Grounds	\$ -	\$ -	\$ -	\$ 2,150	\$ 2,160	\$ 10	\$ 1,600	\$ 465	\$ (1,135)
Cemetery	\$ -	\$ -	\$ -	\$ 600	\$ 410	\$ (190)	\$ 100	\$ 350	\$ 250
Finance	\$ 50,100	\$ 73,000	\$ 22,900	\$ 2,695	\$ 900	\$ (1,795)	\$ 4,895	\$ 2,165	\$ (2,730)
Planning	\$ 20,000	\$ 66,500	\$ 46,500	\$ 1,500	\$ 1,500	\$ -	\$ 4,325	\$ 11,850	\$ 7,525
Street Maintenance	\$ -	\$ -	\$ -	\$ 1,725	\$ 1,207	\$ (518)	\$ 1,000	\$ 700	\$ (300)
Solid Waste	\$ -	\$ -	\$ -	\$ 2,925	\$ 2,048	\$ (877)	\$ 3,000	\$ 2,100	\$ (900)
Engineering	\$ 3,000	\$ 3,000	\$ -	\$ 5,700	\$ 3,475	\$ (2,225)	\$ 2,000	\$ 2,000	\$ -
Fire	\$ -	\$ -	\$ -	\$ 42,000	\$ 29,400	\$ (12,600)	\$ 4,000	\$ 2,800	\$ (1,200)
Police	\$ -	\$ 15,000	\$ 15,000	\$ 33,552	\$ 23,486	\$ (10,066)	\$ 32,232	\$ 22,563	\$ (9,669)
Parks & Recreation	\$ -	\$ -	\$ -	\$ 9,000	\$ 5,650	\$ (3,350)	\$ 8,500	\$ 4,970	\$ (3,530)
Golf	\$ -	\$ -	\$ -	\$ 500	\$ 1,505	\$ 1,005	\$ 800	\$ 1,750	\$ 950
Total General Fund	\$ 294,000	\$ 302,000	\$8,000	\$ 133,371	\$ 99,799	(\$33,572)	\$ 151,222	\$ 115,228	(\$35,994)

**FY 2020- 2021 Budget
Stormwater Fund**

Department	Consultant Fees - #1991				Training - #2323				Travel - #3121												
	Budget FY	Recomm			Budget FY	Recomm			Budget FY	Recomm											
	19-20	FY 20-21	Change		19-20	FY 20-21	Change		19-20	FY 20-21	Change										
Stormwater	\$	13,000	\$	19,000		\$6,000			\$	3,180	\$	5,600		\$2,420		\$	2,000	\$	2,000		\$0
Total Stormwater Fund	\$	13,000	\$	19,000	\$6,000				\$	3,180	\$	5,600	\$2,420				\$	2,000	\$	2,000	\$0

**FY 2020- 2021 Budget
Utility Fund**

<u>Department</u>	Consultant Fees - #1991			Training - #2323			Travel - #3121		
	Budget FY 19-20	Recomm FY 20-21	Change	Budget FY 19-20	Recomm FY 20-21	Change	Budget FY 19-20	Recomm FY 20-21	Change
Maintenance	\$ -	\$ -	\$0	\$ 8,325	\$ 10,000	\$1,675	\$ 6,500	\$ 8,200	\$1,700
Information Tech	\$ -	\$ -	\$0	\$ -	\$ -	\$0	\$ -	\$ -	\$0
Water Plant	\$ 104,000	\$ 54,210	(\$49,790)	\$ 1,000	\$ 1,000	\$0	\$ 5,410	\$ 6,995	\$1,585
WRF	\$ 10,000	\$ 104,210	\$94,210	\$ 1,000	\$ 1,000	\$0	\$ 8,675	\$ 13,620	\$4,945
Compost	\$ 2,500	\$ 2,500	\$0	\$ 2,000	\$ 2,000	\$0	\$ 515	\$ 1,795	\$1,280
Total Utility Fund	\$ 116,500	\$ 160,920	\$44,420	\$ 12,325	\$ 14,000	\$1,675	\$ 21,100	\$ 30,610	\$9,510

**FY 2020- 2021 Budget
Occupancy Tax Fund**

Department

Travel & Tourism

Total Occupancy Tax Fund

Consultant Fees - #1991			
Budget	FY	Recomm	
19-20		FY 20-21	Change
\$ 24,000		\$ -	(\$24,000)
\$ 24,000		\$ -	(\$24,000)

Training - #2323			
Budget	FY	Recomm	
19-20		FY 20-21	Change
\$ 5,000		\$ 3,500	(\$1,500)
\$ 5,000		\$ 3,500	(\$1,500)

Travel - #3121			
Budget	FY	Recomm	
19-20		FY 20-21	Change
\$ 14,450		\$ 7,245	(\$7,205)
\$ 14,450		\$ 7,245	(\$7,205)

FY 20-21 Budget Changes Greater than \$20,000

Description		Line Item	Description	Adopted Budget FY 19-20	Recommended FY 20-21	Change	Comment (if needed)
General Fund							
1011	Mayor						No significant changes
1012	City Manager						No significant changes
1016	Human Resources	2325	Employee Training	\$ 4,000	\$ 28,000	\$ 24,000	NeoGov Employee Learning Module
1017	Community Relations	1222	Summer Youth Program	\$ 20,264	\$ -	\$ (20,264)	No Summer Youth Program this year due to Covid
1018	Paramount						No significant changes
1020	Goldsboro Event Ctr					\$ -	No significant changes
1024	Inspections						No significant changes
1025	Downtown Dev.	1210	Salaries & Wages Regular	\$ 193,469	\$ 115,007	\$ (78,462)	Vacant Position (Director)
		4991	Downtown Projects	\$ -	\$ 66,000	\$ 66,000	Hub Costs
1030	Information Technology	1210	Salaries & Wages Regular	\$ 489,304	\$ 516,750	\$ 27,446	Reclassifications FY20; Pay Study Increase to Minimum
		3210	Telephone	\$ 205,000	\$ 260,000	\$ 55,000	Increases for AT&T
		4221	Software License Fees	\$ 567,315	\$ 596,960	\$ 29,645	
		5219	Network Equipment	\$ -	\$ 20,000	\$ 20,000	Drone & Fiber Finder Kit
		5423	Crew-Cab Pick-Up Truck	\$ -	\$ 32,000	\$ 32,000	Crew Cab Truck
		5200A	Technology Lease FY21	\$ 10,000	\$ 59,300	\$ 49,300	IT Equipment Replacement Plan-Computer Servers
1111	PW-Admin					\$ -	No significant changes
1114	Garage	1210	Salaries & Wages Regular	\$ 467,765	\$ 520,638	\$ 52,873	New position (Sr. Fleet Mechanic)
1133	Buildings & Grounds					\$ -	No significant changes
1142	Cemetery					\$ -	No significant changes
2111	Finance	1210	Salaries & Wages Regular	\$ 629,196	\$ 723,672	\$ 94,476	New Positions (Accountant & Receptionist)
		1991	Consultant Fees	\$ 50,100	\$ 73,000	\$ 22,900	Insurance Brokerage Services RFQ & GASB 87 Leases
3151	Planning	1210	Salaries & Wages Regular	\$ 455,056	\$ 531,986	\$ 76,930	Asst Planning Director-funded position
		1991	Consultant Fees	\$ 20,000	\$ 66,500	\$ 46,500	UDO update per NCDG 160D
		5743	NCDOT ROW Purchase	\$ -	\$ 187,500	\$ 187,500	U-5724 Central Heights Road Realignment
4134	Street Maintenance	5150	Excavator	\$ -	\$ 60,200	\$ 60,200	Bobcat
		5420	Tandem Dump Truck	\$ -	\$ 49,200	\$ 49,200	2 Tandem Truck Bodies
		5426	Pick-Up Truck W/Club Cab	\$ -	\$ 51,800	\$ 51,800	F-350 Service Body
4135	Streets & Storms-Utilities	3311	Street Lights	\$ 450,000	\$ 490,000	\$ 40,000	Budgeted at actual spending FY20
4136	Street Paving	5733	Paving Multi-Use Areas	\$ -	\$ 187,500	\$ 187,500	NCDOT Greenway Project E-5707
4143	Solid Waste	3913	Landfill Charges	\$ 350,000	\$ 450,000	\$ 100,000	SJAFB Contract
		3916	Recycling Fees	\$ 65,000	\$ 130,000	\$ 65,000	Cost of disposal increases
		5402	Garbage Packer	\$ -	\$ 200,000	\$ 200,000	Rear Loader
		5440	Leaf Vacuum Loader	\$ -	\$ 135,000	\$ 135,000	Leaf Truck
		5527	Miscellaneous Equipment	\$ -	\$ 25,000	\$ 25,000	Dumpster Carrier
4172	Engineering						No significant changes
5120	Fire						No significant changes
6121	Police	2121	Uniforms	\$ 70,000	\$ 141,000	\$ 71,000	ANSI 207 requirement rain coats, vests
		3511	Building Maintenance	\$ 15,000	\$ 36,250	\$ 21,250	Waterproofing exterior of PS Complex
		3521	Office Machine Maintenance	\$ 42,033	\$ 100,000	\$ 57,967	Some Contracts moved from IT
7310	Special Expense	9920	Wayne County Schools-PEG Distrib	\$ -	\$ 27,400	\$ 27,400	Funded with PEG revenue from the State
7315	Non-Recurring Capital	1834	City's Portion Retiree Health Insurance	\$ -	\$ 110,963	\$ 110,963	City's portion of retiree health insurance (12)
		4802	Economic Dev Incentive-WNB Landlords	\$ -	\$ 200,000	\$ 200,000	Agreement dated 2/15/19
		4914	League of Municipalities	\$ -	\$ 25,500	\$ 25,500	Moved from orgn #7310, amount same

FY 20-21 Budget Changes Greater than \$20,000

Description		Line Item	Description	Adopted Budget FY 19-20	Recommended FY 20-21	Change	Comment (if needed)
7460	Parks & Recreation	5567	Playground Equipment	\$ -	\$ 30,000	\$ 30,000	HV Brown Park playground
7461	Golf Course	1210	Salaries & Wages Regular	\$ 134,250	\$ 180,488	\$ 46,238	New Assistant Golf Professional
Stormwater Fund							
4137	Stormwater	1210	Salaries & Wages Regular	\$ 394,981	\$ 430,875	\$ 35,894	New SW Maintenance Technician
		5490	Street Sweeper	\$ -	\$ 267,600	\$ 267,600	
Utility Fund							
4175	Distributions & Collections	3593	Asphalt Repairs	\$ -	\$ 20,000	\$ 20,000	New program to Repair Utility Cuts
		5456	Utility Valve Truck	\$ -	\$ 147,500	\$ 147,500	Additional Valve Truck
4176	Water Treatment	1210	Salaries & Wages Regular	\$ 505,529	\$ 582,521	\$ 76,992	WTP Operator I & SCADA Tech
4177	Water Reclamation	1210	Salaries & Wages Regular	\$ 949,265	\$ 982,302	\$ 33,037	Certifications
		1991	Consultant Fees	\$ 10,000	\$ 104,210	\$ 94,210	Development of Asset Management Program; Stantec rate study follow up
		3522	Machine/Equipment Maintenance	\$ 724,118	\$ 888,084	\$ 163,966	
		4511	Multi-Peril Insurance	\$ 185,352	\$ 211,730	\$ 26,378	
		5579	Electric Golf Carts	\$ -	\$ 35,000	\$ 35,000	
4178	Utility Capital	1276	Salary Reserve	\$ -	\$ 65,576	\$ 65,576	
		1834	City's Portion Retiree Health Insurance	\$ -	\$ 38,000	\$ 38,000	City's portion of retiree health insurance (3)
		5302	Mixing Truck	\$ -	\$ 45,000	\$ 45,000	
		5412	Compact Pick-Up Trucks	\$ -	\$ 24,000	\$ 24,000	
4179	Compost	5909	Utility Improvements	\$ -	\$ 125,000	\$ 125,000	NCDOT Project U-5994 Wayne Memorial Utility Reloc.
Downtown District Fund							
8350	Municipal Service District						No significant changes
Occupancy Tax Fund							
9076	Civic Center						No significant changes
9077	Travel & Tourism	3703	Air Show Donation	\$ -	\$ 20,000	\$ 20,000	

Capital Summary FY20-21

The FY20-21 Department Request for Capital Outlay for all operating funds totaled \$8,329,553, and Manager Recommended was reduced to \$2,870,084 due to revenue constraints.

Capital Outlay Type	FY20-21		FY19-20	
	Request	Manager Recomm.	Request	Adopted
Buildings & Improvements	\$ 1,255,593	\$ 30,000	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 2,514,724	\$ 1,099,344	\$ 6,421,539	\$ 1,369,271
Vehicles	\$ 1,819,326	\$ 734,430	\$ 1,769,415	\$ 690,920
Infrastructure	\$ 2,739,910	\$ 1,006,310	\$ -	\$ 25,000
Total All Funds	\$ 8,329,553	\$ 2,870,084	\$ 8,190,954	\$ 2,085,191

Capital Project Funding – New Request for Fire Apparatus and Fire Station 3

Not included in the operating funds request above is a request from Chief Joseph Dixon for fire apparatus and replacement of Station 3. Chief Dixon's memo follows this summary. Council should consider the request of \$4.1M and if there is a consensus to move forward, staff will begin the process to establish a capital project for the purchase and construction of the approved requests after July 1.

Fire Apparatus	Estimated Costs
Quint 2 replacement	\$850,000.00
Engine 6 replacement	\$550,000.00
Misc. equipment for above	\$200,000.00
Public Safety Facility	
Station 3 replacement	\$2,500,000.00
Total	\$4,100,000.00

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 has also been included behind the detail requests. This same detail can also be found as the last item of the individual departments section and if supporting documentation was provided it is attached there as well.

Summary By Fund & Capital Type

Capital Outlay Type	FY20-21		FY19-20	
	Request	Manager Recomm.	Request	Adopted
General Fund				
Buildings & Improvements	\$ 1,155,593	\$ 30,000	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 1,854,699	\$ 754,319	\$ 4,066,039	\$ 604,183
Vehicles	\$ 1,303,526	\$ 326,930	\$ 1,368,415	\$ 604,920
Infrastructure	\$ 419,910	\$ 381,310	\$ -	\$ 25,000
Subtotal General Fund	\$ 4,733,728	\$ 1,492,559	\$ 5,434,454	\$ 1,234,103
Stormwater Fund				
Buildings & Improvements	\$ -	\$ -	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 267,600	\$ 267,600	\$ 344,000	\$ 300,688
Vehicles	\$ -	\$ -	\$ 275,000	\$ -
Infrastructure	\$ -	\$ -		
Subtotal Stormwater Fund	\$ 267,600	\$ 267,600	\$ 619,000	\$ 300,688
Utility Fund				
Buildings & Improvements	\$ 100,000	\$ -	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 387,760	\$ 72,760	\$ 2,011,500	\$ 464,400
Vehicles	\$ 515,800	\$ 407,500	\$ 126,000	\$ 86,000
Infrastructure	\$ 2,320,000	\$ 625,000	\$ -	\$ -
Subtotal Utility Fund	\$ 3,323,560	\$ 1,105,260	\$ 2,137,500	\$ 550,400
Occupancy Tax Fund				
Buildings & Improvements	\$ -	\$ -	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 4,665	\$ 4,665	\$ -	\$ -
Vehicles	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Subtotal Occupancy Tax Fund	\$ 4,665	\$ 4,665	\$ -	\$ -
Total All Funds	\$ 8,329,553	\$ 2,870,084	\$ 8,190,954	\$ 2,085,191

Capital Outlay Request
FY20-21

Department	Account #	Description	Item To Be Purchased	Budget Requested	Budget Recommended
General Fund					
Information Technology	5219	Network Equipment	DJI Matrice 300 (Drone-Public Safety, Mapping, Zoom & Thermal Cameras)	\$ 35,000.00	\$ 13,500.00
	5219	Network Equipment	Fiber Finder Kit	\$ 6,500.00	\$ 6,500.00
	5423	Crew-Cab Pick-Up Truck	2020 Ford F-250 CrewCab 4x4 (Replace Green 2001 Malibu)	\$ 31,000.00	\$ 32,000.00
	5423	Crew-Cab Pick-Up Truck	Ford F-250 CrewCab	\$ 28,000.00	\$ -
	5469	Utility Van	Ford Transit 250 XL (Replace Green 2002 Malibu) (20)	\$ 31,000.00	\$ -
	5469	Utility Van	Ford Econoline Van (E350) (7) (Replace 1997 Van)	\$ 25,000.00	\$ -
	5200A	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 688,719.00	\$ 353,500.00
				\$ 845,219.00	\$ 405,500.00
Garage	5644	Power Lifts	In-Ground Automotive Lifts	\$ 21,000.00	\$ -
	5644	Power Lifts	In-Ground Automotive Lifts	\$ 21,000.00	\$ -
	5644	Power Lifts	Portable Power Lift	\$ 45,000.00	\$ -
				\$ 87,000.00	\$ -
Building Maintenance	5086	Garage Bay Door	Roll-up garage door and motor	\$ 13,500.00	\$ -
	5471	1/2 Ton Pick-Up Truck	Additional Standard Cab pickup truck	\$ 25,000.00	\$ -
	5527	Miscellaneous Equipment	Complete light pole assemblies with fixtures.	\$ 11,000.00	\$ -
	5601	Fence/Railings	Automatic electric driven gate with key fob access.	\$ 30,000.00	\$ -
	5810	Gas Pak A/C Units	7.5 Ton Trane Gas pak	\$ 12,000.00	\$ -
				\$ 91,500.00	\$ -
Cemetery	5486	72" Cut Riding Mower	John Deere Z930M w/Bagger	\$ 12,964.00	\$ 12,964.00
	5825	Storage Building	40x50x15 Commercial building with 20yr warranty	\$ 50,000.00	\$ -
				\$ 62,964.00	\$ 12,964.00
Planning	5412	Compact Pick-Up Trucks	F150 Code Enforcement Truck	\$ 25,000.00	\$ -
	5743	NCDOT ROW Purchase \$500K	NCDOT U5724 Central Hts Road Realignment ROW Acquisition (2 of 3)	\$ 187,500.00	\$ 187,500.00
	5947	Sidewalks	NCDOT U-6204 Wayne Memorial Drive bulb out (30% City portion)	\$ 1,310.00	\$ 1,310.00
				\$ 213,810.00	\$ 188,810.00
Streets	5150	Excavator	E-55 Bobcat mini ex	\$ 60,200.00	\$ 60,200.00
	5420	Tandem Dump Truck	Replacement of Tandum truck body	\$ 24,600.00	\$ 24,600.00
	5420	Tandem Dump Truck	Replacement of Tandum truck body	\$ 24,600.00	\$ 24,600.00
	5426	Pick-Up Truck W/Club Cab	F-350 Service body	\$ 51,800.00	\$ 51,800.00
	5672	Utility Trailer	Tilt equipment trailer to haul mini excavator	\$ 6,000.00	\$ 6,000.00
				\$ 167,200.00	\$ 167,200.00
Street Utilities	5993	Railroad Signals	Railroad Signals (10% City's portion)	\$ 5,000.00	\$ 5,000.00
				\$ 5,000.00	\$ 5,000.00
Street Paving	5733	Paving Multi-Use Areas	NCDOT Project E-5707 Stoney Creek Greenway	\$ 187,500.00	\$ 187,500.00
				\$ 187,500.00	\$ 187,500.00
Solid Waste	5402	Garbage Packer	2021 Freightliner /New Way Body	\$ 200,000.00	\$ 200,000.00
	5407	Trash Truck	2021 Autocar ACX64	\$ 315,000.00	\$ -
	5440	Leaf Vacuum Loader		\$ 270,000.00	\$ 135,000.00
	5527	Miscellaneous Equipment	Dumpster carrier attached to pickup truck to transport dumpsters	\$ 25,000.00	\$ 25,000.00
				\$ 810,000.00	\$ 360,000.00

Capital Outlay Request
FY20-21

Department	Account #	Description	Item To Be Purchased	Budget Requested	Budget Recommended
Fire	5075	Paving - Fire Department	Paving at training facility	\$ 24,000.00	\$ -
	5136	All Terrain Vehicle	Amphibious all terrain vehicle	\$ 35,000.00	\$ -
	5401	Administrative Car		\$ 45,000.00	\$ -
	5521	Fire Hose		\$ 13,155.00	\$ 13,155.00
	5527	Miscellaneous Equipment	Turnout Gear Dryer - Acct. 5527	\$ 11,000.00	\$ -
	5527	Miscellaneous Equipment	Deployable Shelter - Acct. 5527	\$ 34,251.00	\$ -
	5527	Miscellaneous Equipment	Inflatable Fire House - Acct. 5527	\$ 7,495.00	\$ -
	5527	Miscellaneous Equipment	Portable Radios - Acct. 5527	\$ 87,500.00	\$ -
	5735	Air Packs		\$ 35,100.00	\$ 35,100.00
	5736	Thermal Imaging Camera		\$ 5,700.00	\$ 5,700.00
				\$ 298,201.00	\$ 53,955.00
Police	5179	Police Canine	Dual Purpose K-9 (Elvis retiring)	\$ 11,315.00	\$ -
	5401	Administrative Car	2021 Dodge Charger	\$ 23,597.00	\$ -
	5401	Administrative Car	2021 Dodge Charger	\$ 23,597.00	\$ 23,597.00
	5401	Administrative Car	2020 Dodge Durango	\$ 30,159.00	\$ -
	5401	Administrative Car	2020 Dodge Durango	\$ 30,159.00	\$ -
	5401	Administrative Car	2020 Jeep Compass	\$ 19,533.00	\$ 19,533.00
	5401	Administrative Car	2021 Dodge R/T	\$ 26,771.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5404	Line Cars	2021 Chevy Tahoe	\$ 33,791.00	\$ -
	5515	Polygraph Machine		\$ 6,000.00	\$ -
	5527	Miscellaneous Equipment	2-Drones @\$19,200 each	\$ 38,400.00	\$ -
	5527	Miscellaneous Equipment	5-Tsumani Cameras - 1 Year Lease @\$6,500 each	\$ 32,500.00	\$ 6,500.00
	5527	Miscellaneous Equipment	4-MRAP Tires @\$6,475 each	\$ 25,900.00	\$ -
	5527	Miscellaneous Equipment	Latent Expert Workstation, Digital Camera	\$ 40,900.00	\$ -
	5544	Refrigerator	Commercial Grade Refrigerator (CALLEA standards)	\$ 10,000.00	\$ 10,000.00
	5904	City Hall Furniture	Expansion of police evidence and replacements	\$ 56,000.00	\$ -
				\$ 712,741.00	\$ 59,630.00

Capital Outlay Request
FY20-21

Department	Account #	Description	Item To Be Purchased	Budget Requested	Budget Recommended
Parks & Recreation	5100	Park House Restoration	Park House deck and support structures need to be replaced	\$ 35,000.00	\$ -
	5303	Heavy-Duty Mower	Befco Super Flex Mower 14'	\$ 25,000.00	\$ -
	5487	Tractor	Kubota 7060 Tractor	\$ 47,000.00	\$ -
	5488	72" Deck Mower	2-Hustler Mowers @\$13,200 each	\$ 26,400.00	\$ 10,000.00
	5567	Playground Equipment	HV Brown Park - Tot Playground	\$ 30,000.00	\$ 30,000.00
	5567	Playground Equipment	Playground at HV Brown or Berkeley Park	\$ 65,000.00	\$ -
	5635	Basketball Court Improvements	Take out existing basketball court and replace with new court	\$ 28,000.00	\$ -
	5732	T.C. Coley(Formerly WA Foster)	Replace Roof on TC Coley Community Center	\$ 45,000.00	\$ -
	5819	Maintenance Shop Construction	Maintenance Building for Bryan Multi-Sports Complex	\$ 340,000.00	\$ -
	5829	Outdoor Pool Repair	Replaster pool Mina Weil pool	\$ 65,000.00	\$ -
	5947	Sidewalks	Add more ADA walkways in Herman Park encompassing Tennis Courts	\$ 50,000.00	\$ -
	5952	Tennis Court Reconstruction	Reconstruct Tennis Courts at Herman Park	\$ 410,000.00	\$ -
				\$ 1,166,400.00	\$ 40,000.00
Golf Course	5136	All Terrain Vehicle	Golf Range Picker	\$ 10,000.00	\$ 12,000.00
	5305	Computerized Signal System	Irrigation Control System	\$ 17,093.02	\$ -
	5484	Trim Mower	Walker t27i Mower	\$ 16,500.00	\$ -
	5620	Ballfield Machine	Range Ball Vending Machine	\$ 13,000.00	\$ -
	5837	Shelter Construction	Storage area for Range Ball Vending Machine	\$ 8,000.00	\$ -
	5837	Shelter Construction	Reshingle and wall up what used to be a picnic shelter.	\$ 7,000.00	\$ -
	5920	Driving Range Construction	82.5 yards of concrete + labor to finish the road behind the Driving Range Tee	\$ 14,600.00	\$ -
				\$ 86,193.02	\$ 12,000.00
				Vehicles \$ 1,826,790.00	\$ 612,294.00
				Other Capital \$ 2,906,938.02	\$ 880,265.00
TOTAL GENERAL FUND				\$ 4,733,728.02	\$ 1,492,559.00
Stormwater Fund					
Stormwater	5490	Street Sweeper	Global R4 Street Sweeper	\$ 267,600.00	\$ 267,600.00
	5200A	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 1,566.00	\$ 1,566.00
				\$ 269,166.00	\$ 269,166.00
				Vehicles \$ 267,600.00	\$ 267,600.00
				Other Capital \$ 1,566.00	\$ 1,566.00
TOTAL STORMWATER FUND				\$ 269,166.00	\$ 269,166.00
Utility Fund					
Meter & Billing Services	5200A	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 35,050.00	\$ 35,050.00
				\$ 35,050.00	\$ 35,050.00
Distributions & Collections	5456	Utility Valve Truck		\$ 147,500.00	\$ 147,500.00
	5480	Equipment Transport Trailer		\$ 14,000.00	\$ -
	5481	Cement Mixer		\$ 20,000.00	\$ -
	5502	Bobcat	Bobcat excavator E55	\$ 73,000.00	\$ -
	5527	Miscellaneous Equipment	Automated Flaggars	\$ 26,500.00	\$ -
	5527	Miscellaneous Equipment	Hydraulic Core Bore Machine	\$ 6,500.00	\$ -
	5697	Pipe Inspection Camera		\$ 135,000.00	\$ -
				\$ 422,500.00	\$ 147,500.00

Capital Outlay Request
FY20-21

Department	Account #	Description	Item To Be Purchased	Budget Requested	Budget Recommended	
Water Treatment	5401	Administrative Car	Ford Escape	\$ 22,000.00	\$ -	
	5527	Miscellaneous Equipment	Flood Barriers (2nd and final portion), Concrete Work for Generator Area	\$ 50,000.00	\$ -	
	5801	Equipment Shelter	Equipment Building	\$ 100,000.00	\$ -	
				<u>\$ 172,000.00</u>	<u>\$ -</u>	
Water Reclamation	5401	Administrative Car	Ford Escape	\$ 22,000.00	\$ -	
	5527	Miscellaneous Equipment	Refrigerated Sampler	\$ 6,000.00	\$ 6,000.00	
	5527	Miscellaneous Equipment	Lab Distillation Unit	\$ 17,500.00	\$ 17,500.00	
	5579	Electric Golf Carts	Utility Vehicle to maintain spray fields areas along fence line	\$ 9,300.00	\$ 35,000.00	
	5888	Hypo Day Tank	Bulk Chemical Tank	\$ 40,000.00	\$ -	
				<u>\$ 94,800.00</u>	<u>\$ 58,500.00</u>	
Utility Fund-Capital	5412	Compact Pick-Up Trucks	2020 F-150 4x2 SuperCab Truck (replace Surveyor's 1997 Ford E150 van)	\$ 24,000.00	\$ 24,000.00	
	5527	Miscellaneous Equipment	Survey Utility Box	\$ 8,100.00	\$ 8,100.00	
	5734	GPS Equipment	Trimble GEOXH GPS	\$ 6,110.00	\$ 6,110.00	
	5741	Sewer Bond Exp-Engineering	Seymour Johnson Air Force Base Outfall	\$ 450,000.00	\$ -	
	5909	Utility Improvements	Wayne Memorial Drive Improvements NCDOT Project U-5994	\$ 125,000.00	\$ 125,000.00	
	5912	Water Tank Painting	New Hope Road Water Tank Painting	\$ 760,000.00	\$ 500,000.00	
	5969	Sewer Improvements	Inflow-Infiltration Repairs	\$ 110,000.00	\$ -	
	5969	Sewer Improvements	Petitioned Sanitary Sewer Improvements	\$ 785,000.00	\$ -	
	5982	Water Improvements	Petitioned Water Improvements	\$ 40,000.00	\$ -	
				<u>\$ 2,308,210.00</u>	<u>\$ 663,210.00</u>	
Compost	5302	Mixing Truck	Dump Truck	\$ 135,000.00	\$ 45,000.00	
	5509	Heavy Duty Wheel Loader	H.D. Wheel Loader	\$ 156,000.00	\$ 156,000.00	
				<u>\$ 291,000.00</u>	<u>\$ 201,000.00</u>	
			Vehicles	<u>\$ 622,800.00</u>	<u>\$ 407,500.00</u>	
			Other Capital	<u>\$ 2,700,760.00</u>	<u>\$ 697,760.00</u>	
TOTAL UTILITY FUND				<u>\$ 3,323,560.00</u>	<u>\$ 1,105,260.00</u>	
Occupancy Tax Fund						
Travel & Tourism	5200A	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 4,665.00	\$ 4,665.00	
				<u>\$ 4,665.00</u>	<u>\$ 4,665.00</u>	
				Vehicles	<u>\$ -</u>	<u>\$ -</u>
				Other Capital	<u>\$ 4,665.00</u>	<u>\$ 4,665.00</u>
TOTAL OCCUPANCY TAX FUND				<u>\$ 4,665.00</u>	<u>\$ 4,665.00</u>	
			Vehicles	<u>\$ 2,717,190.00</u>	<u>\$ 1,287,394.00</u>	
			Other Capital	<u>\$ 5,613,929.02</u>	<u>\$ 1,584,256.00</u>	
TOTAL ALL OPERATING FUNDS				<u>\$ 8,331,119.02</u>	<u>\$ 2,871,650.00</u>	

Memorandum

SUBJECT: Capital Expenditures FY20/21

TO: Catherine Gwynn, *Finance Director*

FROM: Ron Stempien, *Assistant Fire Chief*

THRU: Joe Dixon, *Fire Chief*

DATE: 2/7/2020

The Goldsboro Fire Department (GFD) is respectfully seeking funding that will allow us to meet and or exceed the expectations of our internal and external customers. We are requesting the replacement of two fire apparatus in order to initiate the process of bringing our fleet into compliance with both city guidelines and National Fire Protection Association (NFPA) standards. NFPA 1911 (2017) Appendix D recommends replacement after 25 years of use. We are also requesting the construction of a new public safety complex to replace an out of date station 3 (circa 1967).

Engine 2 (2000)

Engine 2 (F-885) is a 2000 E-One Quint which currently has 134,000 miles and over 15,000 hours on the engine. According to RTa, the city maintenance program, it has a current value of \$5,886.88. In the current fiscal year (FY) we have spent over \$10,000 in maintenance and repairs. During the current fiscal year the truck has maintained an in service rate of 69%. Engine 2 is a front-line apparatus that is centrally located in the city. It also provides the GFD with a secondary aerial device, which has proven to be essential in combatting larger incidents.

Engine 6 (1990)

Engine 6 (F-492) a 1990 Pierce Arrow which currently has 175,000 miles and over 17,000 hours on the engine. This vehicle is 10 years older than the city recommended life cycle and 5 years beyond that recommended by NFPA 1911. As a result, it lacks critical safety features, such as rollover prevention and airbags. According to RTa, the vehicle shows a current value of \$23,695 and shows no depreciation available due to age of the vehicle. Replacing this vehicle would allow the department to move one Engine from front line (E4) and place it in standby (reserve) status. This move would improve safety and enhance our ability to continually provide coverage for the citizens. This vehicle has been taken out of service due to inability to pass mandatory pump testing and excessive repair costs. To repair the issue related to the failure would require an investment in excess of \$20,000.

In regards to the apparatus in standby (reserve) status, we are in a dire situation. On a recent working fire scene (Devereaux St.) one of our standby units was being used in the place of an out of service (OOS) front line unit (Engine 4). While crews were conducting interior operations, a malfunction caused an electrical short and subsequent fire. The unit had to be taken off line while the interior crew was initiating an attack on the fire. We are fortunate that it did not end with any injuries or further damage, but it does serve as a stark reminder of the current state of the GFD fleet. Reserves are also used in the event of large fires and or natural disasters during which department personnel are recalled. Reliable front-line and reserve apparatus are needed to safely meet our daily mission and to further project the “model of excellence” we collectively strive for.

New Public Safety Complex (Station 3)

Under direction of the Mayor, the GFD was tasked with research associated with a new public safety complex to better serve our citizens, members, and visitors. The proposed facility would replace station 3. The use of the 53-year-old building has been extended beyond the expected service life and its continued use will place responders and citizens in a precarious position given the new road expansion project at William St. & Patetown Rd. The state will be taking several feet of road frontage that will reduce the amount of front apron space. This will exacerbate a problem that has already contributed to a multitude of “near misses.” These misses can be attributed to accessibility, visibility, speed, and traffic patterns. The building configuration requires that the fire engine be backed into the station, as GFD personnel attempt to gain control of the roadway with appropriate lights and or sirens prior to backing in, there have been moments wherein drivers seem oblivious. The Fire Chief has directed personnel to maintain a log of the near misses and advocated to the safety director and City Manager. All agree that a fix is needed. The station design we are requesting will have 5-7 drive-through bays to allow for future expansion. We also see a benefit in the incorporation of a (north) shelter into the building plans.

We are hopeful that the COG administration will work to address current needs and limit the fiscal impact upon future administrations with the establishment of a funded Capital Improvement Plan (CIP). This will assist the department in maintaining up to date equipment and facilities to better serve.

The following table shows estimated costs for 2 trucks and a station. It is estimated that approximately \$650,000.00 is needed to fund the CIP and keep the department and city on a path of growth, while striving to be the “model of excellence”.

Fire Apparatus	Estimated Costs
Quint 2 replacement	\$850,000.00
Engine 6 replacement	\$550,000.00
Misc. equipment for above	\$200,000.00
Public Safety Facility	
Station 3 replacement	\$2,500,000.00
Total	\$4,100,000.00

Thank you for your attention. If you have any questions, please feel free to contact me.

Respectfully,

Ron Stempien, Asst. Chief

Position & Benefit Summary FY20-21

Background:

- ✓ In FY20 Council adopted a position allocation of 473 full time employees which included 2 new positions added at the time of adoption. A computer systems administrator I, and a senior heavy equipment operator added for the new Seymour Johnson Air Force Base commercial solid waste contract.
- ✓ At the March 16th council meeting, the Council approved the addition of an accountant to the Finance Department, which brought the total FTE to 474.

Current: The recommended position allocation is 482^(a) full time employees.

- ✓ The proposed Manager's Recommended budget includes adding 10 FTE's^(a).
 - General Fund
 - Public Works Garage - Senior fleet mechanic
 - Golf Course – Assistant golf professional
 - Finance – Receptionist (reclassification from part-time to full time)
 - Stormwater Fund – Stormwater maintenance technician
 - Utility Fund
 - Billing, Inventory & Meter Services – Warehouse and purchasing manager and warehouse technician
 - Distributions & Collections – Utility system operator and utility maintenance mechanic (valve maintenance crew)
 - Water Treatment Plant – Water treatment operator, and SCADA instrumentation technician^(a)
 - ^(a)At the time of balancing the Manager's Recommended budget, the SCADA instrumentation technician was included as a new position. However, the Manager and the Director have since decided to remove the request. The Adopted budget recommendation will be reduced by this position.
- ✓ The proposed budget includes abolishing 2 positions in the Utility Fund reducing meter readers from 6 to 4 as part of the savings from the AMI program implemented in FY18-19.
- ✓ The proposed budget incorporates the changes implemented by the recently adopted personnel policy, and recognizes the category of Permanent Part-Time employees who are entitled to benefits such as local government retirement, 401K, prorated health insurance, and paid time off (vacation, sick and holiday). It is staff's position that the Council should approve the position allocation for the Permanent Part-Time employees in the same manner as full time employees, so a list has been provided for consideration.

FY	Beginning Adopted	Position Reductions	Requested & Approved thru Budget Process	Requested thru Budget Amendment	Ending Amended Position Budget
FY2017	451		7		458
FY2018	458		8		466
FY2019	466		4	1	471
FY2020	471		2	1	474
FY2021	474	2	10		482

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 employing a current total of 474 employees.
- 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.

Summary New Position Requests

Dept.	FT	Position Requested	Requested	Recommended
City Manager	FT	Management Analyst	\$ 49,143	\$ -
Paramount	FT	Technical Director	\$ -	\$ -
IT	FT	Computer Systems Admin I	\$ 51,601	\$ -
IT	FT	Help Desk Support Tech	\$ 42,452	\$ -
IT	FT	Computer Systems Admin I	\$ 51,601	\$ -
Garage	FT	Senior Fleet Mechanic	\$ 38,506	\$ 38,506
Bldgs & Grounds	FT	Building & Grounds Supervisor	\$ 51,601	\$ -
Bldgs & Grounds	FT	Sign Technician	\$ 33,263	\$ -
Finance	FT	Front Desk Receptionist	\$ 28,733	\$ 28,733
Finance	FT	Accounting Technician (AP)	\$ 34,926	\$ -
Finance	FT	Accounts Receivable Technician	\$ 34,926	\$ -
Parks & Rec	FT	Park Technician	\$ 27,365	\$ -
Parks & Rec	FT	Park Technician	\$ 27,365	\$ -
Parks & Rec	FT	Park Technician	\$ 27,365	\$ -
Parks & Rec	FT	Park Technician	\$ 27,365	\$ -
Golf	FT	Senior Fleet Mechanic	\$ 38,505	\$ -
Golf	FT	Assistant Golf Professional	\$ 40,431	\$ 40,431
17		GENERAL FUND	\$ 605,148	\$ 107,670
Stormwater	FT	Stormwater Maintenance Technician	\$ 28,733	\$ 30,170
1		STORMWATER FUND	\$ 28,733	\$ 30,170
Billing/Inv/Meter	FT	Warehouse & Purchasing Manager	\$ 60,000	\$ 60,000
Billing/Inv/Meter	FT	Warehouse Technician	\$ 35,000	\$ 35,000
Dist. & Coll.	FT	Utility System Operator	\$ 34,926	\$ 34,926
Dist. & Coll.	FT	Utility Maintenance Mechanic	\$ 33,263	\$ 33,263
Water	FT	Laboratory Technician	\$ 34,926	\$ -
Water	FT	Operator I	\$ 34,846	\$ 34,846
Water	FT	SCADA Instrumentation Technician ^(a)	\$ 42,452	\$ 42,452
WRF	FT	Assistant Public Utilities Director	\$ 72,608	\$ -
WRF	FT	Operator I	\$ 34,846	\$ -
Compost	FT	Compost Plant Operator	\$ 31,679	\$ -
10		UTILITY FUND	\$ 414,546	\$ 240,487
28		TOTAL REQUESTED	\$ 1,048,427	\$ 378,327

Summary Permanent Part-Time

In 2014, State law changed to require a part-time employee working more than 1,000 hours per calendar year (approximately 20 hours per week) must become a contributing member of the Local Government Employees' Retirement System (LGERS).

For purposes of health insurance benefits, employees are eligible for prorated health insurance benefits on an employer's group insurance plan when they work more than 30 hours per week according to the Affordable Care Act (ACA, 2010) governed by the IRS.

Dept.	Incumbent	Position	Requested	Recommended
Paramount	Gentry, James	Part-Time Paramount Employee		
Paramount	Jensen, Crystal	Patron & Admin Svcs Assistant	\$ 17,353.44	\$ 17,353.44
Paramount	Saviak, Michael	Part-Time Paramount Employee		
GEC	Tyler, Cassandra	Part-Time GEC Employee	\$ 18,096.00	\$ 18,096.00
Downtown Dev.	Gartland, Robin	Part-Time Administrative Assistant I	\$ 23,871.64	\$ 23,871.64
Police	Snead, Kirsty A	Custodian	\$ 14,921.00	\$ 14,921.00
Parks & Rec	Flowers, Danny	Tennis Specialist		
Parks & Rec	Swain, Cullen	Part-Time Recreation Employee		
Parks & Rec	Council, Delbert	Custodian	\$ 19,493.76	\$ 19,493.76
Parks & Rec	Haire, Dana R	Custodian	\$ 14,922.33	\$ 14,922.33
Parks & Rec	Moore, Mary C	Custodian	\$ 11,700.00	\$ 11,700.00
Parks & Rec	Reid, Wilbert A	Custodian	\$ 11,700.00	\$ 11,700.00
Parks & Rec	DeVaughn, David L	Custodian	\$ 15,575.97	\$ 15,575.97
Golf	Hope, Kyle	Part-Time Golf Course Employee		
Golf	Morton, Linwood	Club House Assistant		
Golf	Taylor, Raymond	Part-Time Golf Course Employee		
16		GENERAL FUND	\$ 147,634.14	\$ 147,634.14
Water Plant	Vacant	Administrative Assistant I	\$ 15,000.00	\$ 15,000.00
1		UTILITY FUND	\$ 15,000.00	\$ 15,000.00
17		Total All Funds	\$ 162,634.14	\$ 162,634.14

Appointment Types and Benefit Status

Appointment Type	Full-Time (32 or more hours) FTE	Part-time Permanent (30-32 hours) PPT	Part-time Permanent (20-29 hours) ≥ 1000 hours per year PPT	Part-time (Avg. 20 hours) < 1000 hours per year	Temporary (up to 40 hours a week, term not to exceed six months)
Benefits	Leave – Yes	Leave – Prorated	Leave – Prorated	Leave – No	Leave – No
	Holidays – Yes	Holidays – Prorated	Holidays – Prorated	Holidays – No	Holidays – No
	Health Insurance – Yes	Health Insurance – Yes	Local Government Service Credit – Yes	Local Government Service Credit – No	Local Government Service Credit – No
	Local Government Service Credit – Yes	Local Government Service Credit – Yes	Retirement – Yes, if > 1000 hours	Retirement – No	Retirement – No
	Retirement – Yes	Retirement – Yes	Health Insurance – At cost to employee	Health Insurance – No	Health Insurance – No

In April, Council approved a new personnel policy which incorporated these changes, as well as included defined categories of Permanent Part-Time, Part-Time and Temporary. Permanent part time which were also approved for prorated leave (vacation and sick) as well as prorated holiday leave.

It is the opinion of staff, since these positions receive benefits, the Council should approve an allocation of part-time FTE's. The table presents the requests and the current incumbents.

Employee Benefits Summary

Description	FY20 Adopted Budget	FY21 Manager's Recomm. Budget	Rate	FY20 Actual		FY21 Budget
				Est.	Rate	
1% Cola	Y	N	1.00%	\$ 225,217		\$ -
1% Merit	Y	N	1.00%	\$ 190,251		\$ -
Bonus	Y	N	\$250 net	\$ 171,280		\$ -
Health Insurance - State Health Plan (City Portion)	Y	Y		\$ 2,622,761		\$ 2,867,790
Group Term Life \$20,0000	Y	Y		\$ 16,292		\$ 18,736
Cell Phone Stipend	Y	Y		\$ 61,572		\$ 70,120
Wellness Program*	Y	Y	\$300/Yr	\$ 108,592	\$300 Yr	\$ 24,600
Social Security	Y	Y	7.65%	\$ 1,724,376	7.65%	\$ 1,799,285
LGERS Regular & Fire	Y	Y	9.02%	\$ 1,653,781	10.21%	\$ 1,774,808
LGERS LEO	Y	Y	9.70%	\$ 568,184	10.84%	\$ 592,205
401K City Contribution	Y	Y	4% & 5%	\$ 920,054	4% & 5%	\$ 971,886
Retiree Health Insurance	Y	Y		\$ 119,700		\$ 148,963
Unemployment Costs	Y	Y		\$ 11,696		\$ 12,785
Worker's Comp Costs	Y	Y		\$ 474,694		\$ 107,925
Total Benefits				\$ 8,868,450		\$ 8,389,103

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	10.21%	2.39%	10.84%	2.34%
FY21	11.85%	1.64%	12.24%	1.40%

The Retirement System has implemented rate increases to fund retirement for local government employees. We anticipate another rate increase in FY22 due to funding requirements from actuarial studies performed for the Retirement System. The cost for FY21 of the increase rate for Non-LEO is \$161,818 and for LEO is \$62,280 for a grand total of \$224,098.

State Health Plan Current & Proposed Rates

North Carolina State Health Plan Rates - Tobacco Attestation YES								
January-December 2020					January-December 2021 (ESTIMATED)			
Employee Emp/Child Emp/Spouse Family	Employer Monthly Cost	Employee Monthly Cost			Employee Emp/Child Emp/Spouse Family	Employer Monthly Cost	Employee Monthly Cost	
		80/20	70/30				80/20	70/30
	\$ 532.36	\$ 50.00	\$ 25.00			\$ 545.00	\$ 50.00	\$ 25.00
	\$ 532.36	\$ 305.00	\$ 218.00			\$ 545.00	\$ 312.24	\$ 223.18
	\$ 532.36	\$ 700.00	\$ 590.00			\$ 545.00	\$ 716.62	\$ 604.01
\$ 532.36	\$ 720.00	\$ 598.00	\$ 545.00		\$ 737.09	\$ 612.20		

North Carolina State Health Plan Rates - Tobacco Attestation NO										
January-December 2020					January-December 2021 (ESTIMATED)					
	Employer Monthly Cost	Employee Monthly Cost				Employer Monthly Cost	Employee Monthly Cost			
		80/20	70/30				80/20	70/30		
	Employee	\$ 532.36	\$ 110.00			\$ 85.00	Employee	\$ 545.00	\$ 50.00	\$ 25.00
	Emp/Child	\$ 532.36	\$ 365.00			\$ 278.00	Emp/Child	\$ 545.00	\$ 373.67	\$ 284.60
	Emp/Spouse	\$ 532.36	\$ 760.00			\$ 650.00	Emp/Spouse	\$ 545.00	\$ 778.04	\$ 665.43
Family	\$ 532.36	\$ 780.00	\$ 658.00		Family	\$ 545.00	\$ 798.52	\$ 673.62		

In preparing the budget, we have estimated an approximate 2.5% increase in health insurance premiums effective with the January, 2021 effective date. In FY20 we estimated approximately 3% increase and the final rate was an approximate 5.7% increase. Since we had such a major jump in FY20, we are optimistic that the current year rate increase will be less.

Personnel Summary

Department	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Recommended
Mayor & Council-Elected	7	7	7	7	7
City Manager	5	6	6	6	6
Human Resources	5	5	5	5	5
Community Relations	4	3	3	3	3
Paramount	2	2	2	2	2
Goldsboro Event Center	1	1	1	1	1
Inspections	8	8	8	8	8
Downtown Development Corporation	3	3	3	3	3
Information Technology	7	7	7	8	8
Public Works Administration	3	3	3	3	3
Garage	10	11	11	11	12
Building & Grounds	6	6	10	10	10
Cemetery	5	5	5	5	5
Finance	13	13	13	14	15
Planning	8	8	9	9	9
Street Maintenance	24	22	13	13	13
Solid Waste	34	34	34	35	35
Engineering	10	10	10	10	10
Fire	82	83	84	84	84
Police	121	121	121	121	121
Parks & Recreation	32	36	36	36	36
Golf Course	3	3	3	3	4
General Fund Total	386	390	387	390	393
Stormwater	0	4	10	10	11
Stormwater Fund Total	0	4	10	10	11
Meter & Utility Billing	0	0	0	0	6
Distributions & Collections	28	28	28	28	24
Water Treatment Plant	11	11	11	11	13
Water Reclamation Facility	19	19	20	20	20
Compost	5	5	5	5	5
Utility Fund Total	63	63	64	64	68
Travel & Tourism	2	2	3	3	3
Occupancy Tax Fund Total	2	2	3	3	3
Total Full-time	451	459	464	467	475
Total Elected Officials	7	7	7	7	7
Total Authorized	458	466	471	474	482
Total Permanent Part-time	2	2	1	1	17

MAYOR & COUNCIL - (11-1011)

Position	2016-17 Elected	2017-18 Elected	2018-19 Elected	2019-20 Elected	2020-21 Elected
Mayor	1	1	1	1	1
Council Members	6	6	6	6	6
Full-time	7	7	7	7	7

CITY MANAGER - (11-1012)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
City Manager		1	1	1	1	1
Assistant City Manager	88	1	1	1	1	1
Assistant to the City Manager	80	0	1	1	1	1
Director of Public & Government Affairs	82	1	0	0	0	0
City Clerk	78	1	1	1	1	1
Public Information Officer	78	0	1	1	1	1
Deputy City Clerk	70	1	1	1	1	1
Military Liaison	PT	1	0	0	0	0
Full-time		5	6	6	6	6
Part-time		0	0	0	0	0

HUMAN RESOURCES - (11-1016)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Human Resources Director	88	1	1	1	1	1
Senior Human Resources Consultant*	80	0	0	1	1	1
Senior Human Resources Analyst	80	1	1	0	0	0
Safety Coordinator	78	1	1	1	1	1
Human Resources Consultant*	78	0	0	1	1	1
Human Resources Representative	76	1	1	0	0	0
Human Resources Technician	73	1	1	1	1	1
Administrative Assistant I	70	0	0	0	0	0
Custodian	63	0	0	0	0	0
Full-time		5	5	5	5	5
Permanent Part-time		0	0	0	0	0

* *HR Representative position changed to HR Consultant (Sept 2018) (grade 78)*

* *Senior HR Analyst position changed to Senior HR Consultant (Sept 2018)*

COMMUNITY RELATIONS - (11-1017)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Community Relations Director	82	1	1	1	1	1
Community Relations Specialist	76	1	1	1	1	1
Community Development Specialist	73	1	1	1	1	1
Administrative Assistant I	70	1	0	0	0	0
Full-time		4	3	3	3	3
Permanent Part-time		0	0	0	0	0

PARAMOUNT - (11-1018)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Paramount Theater Director	82	1	1	1	1	1
Theater Service Manager	77	1	1	1	1	1
Full-time		2	2	2	2	2
Permanent Part-time		0	0	0	0	3

GOLDSBORO EVENT CENTER - (11-1020)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Event Center Manager	73	1	1	1	1	1
Full-time		1	1	1	1	1
Part-time		0	0	0	0	1

INSPECTIONS - (11-1024)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Building Code Administrator	82	1	1	1	1	1
Plans Examiner	75	1	1	1	1	1
Master Building Inspector	75	0	0	1	1	1
Building Inspector	73	3	3	2	2	2
Administrative Assistant II	72	1	1	1	1	1
Minimum Housing Inspector	71	1	1	1	1	1
Administrative Assistant I	70	0	0	0	0	0
Permit Technician	69	1	1	1	1	1
Full-time		8	8	8	8	8
Permanent Part-time		0	0	0	0	0

DOWNTOWN DEVELOPMENT CORP - (11-1025)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Downtown Development Director	83	1	1	1	1	1
Downtown Goldsboro Marketing and Events Manager	77	1	1	1	1	1
Business & Property Development Specialist	77	1	1	1	1	1
Administrative Assistant III	73	0	0	0	0	0
Full-time		3	3	3	3	3
Permanent Part-time		0	0	0	0	1

INFORMATION TECHNOLOGY - (11-1030)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
IT Director	88	1	1	1	1	1
Assistant IT Director	84	0	0	1	1	1
Programmer Analyst	83	0	0	1	1	1
Network Engineer	81	1	1	1	1	1
Server/Database Administrator	80	1	1	0	0	0
Computer Systems Administrator II	81	1	1	1	1	1
Web Developer/Computer Systems Administrator	78	1	1	0	0	0
Computer Systems Administrator I	78	1	1	1	2	2
Help Desk/Administrative Support Technician	73	1	1	1	1	1
Full-time		7	7	7	8	8
Permanent Part-time		0	0	0	0	0

PUBLIC WORKS-ADMINISTRATION - (11-1111)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Public Works Director	88	1	1	1	1	1
Public Works Deputy Director	84	1	1	1	1	1
Administrative Assistant III	73	1	1	1	1	1
Full-time		3	3	3	3	3
Permanent Part-time		0	0	0	0	0

GARAGE - (11-1114)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Fleet Maintenance Superintendent	81	1	1	1	1	1
Fleet Maintenance Supervisor	77	1	2	2	2	2
Senior Fleet Mechanic	73	6	6	6	6	7
Welder	72	1	1	1	1	1
Inventory Specialist	70	1	1	1	1	1
Administrative Support Specialist	70	0	0	0	0	0
Mechanic	69	0	0	0	0	0
Full-time		10	11	11	11	12
Permanent Part-time		0	0	0	0	0

BUILDINGS & GROUNDS - (11-1133)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Buildings and Grounds Superintendent	82	1	1	1	1	1
Building and Grounds Supervisor	79	0	0	0	0	0
Senior Building Maintenance Technician	75	2	2	2	2	2
Building Maintenance Technician	74	2	2	2	2	2
Sign Technician	70	1	1	1	1	1
Grounds Maintenance Equipment Operator	69	0	0	2	2	2
Grounds Maintenance Technician	67	0	0	2	2	2
Full-time		6	6	10	10	10
Permanent Part-time		0	0	0	0	0

CEMETERY - (11-1142)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Cemetery Superintendent	78	1	1	1	1	1
Cemetery Supervisor	72	1	1	1	1	1
Equipment Operator	69	1	1	1	1	1
Maintenance Technician	67	2	2	2	2	2
Full-time		5	5	5	5	5
Permanent Part-time		0	0	0	0	0

FINANCE - (11-2111)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Finance Director	88	1	1	1	1	1
Assistant Finance Director	81	1	1	1	1	1
Customer Service Manager	78	1	1	1	1	1
Customer Service Supervisor	76	1	1	1	1	1
Procurement & Collections Specialist	76	1	1	1	1	1
Senior Accounting Specialist	76	0	0	1	1	1
Accountant (new FY19-20)		0	0	0	1	1
Executive Assistant	75	0	0	1	1	1
Accounting Specialist	74	1	1	0	0	0
Administrative Assistant III	73	1	1	0	0	0
Payroll Technician	72	1	1	1	1	1
Accounting Technician	71	1	1	1	1	1
Billing Technician	70	1	1	1	1	1
Customer Service Representative	67	3	3	3	3	3
Front Desk Receptionist		0	0	0	0	1
Full-time		13	13	13	14	15
Permanent Part-time		0	0	0	0	0

PLANNING - (11-3151)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Planning Director	83	1	1	1	1	1
Assistant Planning Director	80	1	1	1	1	1
Planner I	76	0	0	1	1	1
Zoning Administrator	78	1	1	1	1	1
Senior Planning Technician	76	1	1	1	1	1
GIS Specialist	75	1	1	1	1	1
Executive Assistant	75	1	1	1	1	1
Planning Technician	72	0	0	0	0	0
Environmental Codes Inspector	71	2	2	2	2	2
Administrative Assistant I	70	0	0	0	0	0
Full-time		8	8	9	9	9
Permanent Part-time		0	0	0	0	0

Senior Planner grade 78 reclassified to Planner I grade 76 11-19

STREET MAINTENANCE - (11-4134)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Streets & Storms Superintendent	81	1	1	1	1	1
Street Maintenance Supervisor	78	2	2	1	1	1
Street Maintenance Senior Heavy Equipment Operator	74	2	2	1	1	1
Street Maintenance/Mason Craftsman	72	1	1	1	1	1
Street Maintenance Heavy Equipment Operator	71	4	4	1	1	1
Utility Maintenance Mechanic	70	3	2	1	1	1
Street Maintenance Equipment Operator	69	7	6	5	5	5
Street Maintenance Technician	67	4	4	2	2	2
Full-time		24	22	13	13	13
Permanent Part-time		0	0	0	0	0

SOLID WASTE - (11-4143)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Solid Waste Superintendent	81	1	1	1	1	1
Solid Waste Supervisor (Refuse & Recycling)	76	1	1	1	1	1
Solid Waste Operations/QAQC Supervisor	76	1	1	1	1	1
Yard & Bulk Waste Supervisor	76	1	1	1	1	1
Senior Heavy Equipment Operator	74	0	0	3	4	4
Administrative Assistant III	73	1	1	1	1	1
Heavy Equipment Operator	71	3	3	6	6	6
Equipment Operator	69	15	15	9	9	9
Solid Waste Technician	66	11	11	11	11	11
Full-time		34	34	34	35	35
Permanent Part-time		0	0	0	0	0

ENGINEERING - (11-4172)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
City Engineer	88	1	1	1	1	1
Civil Engineer	84	1	1	1	1	1
Traffic Engineer	84	1	1	1	1	1
Signal System Maintenance Supervisor	78	1	1	1	1	1
Engineering Technician	76	1	1	1	1	1
Signal System Maintenance Technician	75	1	1	1	1	1
Construction Inspector	75	2	2	2	2	2
Survey Technician	73	1	1	1	1	1
Property Technician	73	1	1	1	1	1
Sign Technician	70	0	0	0	0	0
Full-time		10	10	10	10	10
Permanent Part-time		0	0	0	0	0

FIRE DEPARTMENT - (11-5120)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Fire Chief	88	1	1	1	1	1
Deputy Fire Chief	86	0	0	1	1	1
Assistant Fire Chief	84	5	5	4	4	4
Battalion Chief	80	0	0	1	1	1
Fire Marshall	80	1	1	0	0	0
Fire Captain	78	20	20	17	17	17
Chief of Staff	78	0	0	0	0	1
Fire Lieutenant	76	0	0	4	4	4
Executive Assistant	75	0	0	1	1	0
Fire Engineer	74	18	18	18	18	18
Administrative Assistant III	73	1	1	0	0	0
Senior Fire Fighter	71	9	12	12	12	12
Fire Fighter	71	27	24	24	24	24
Data & Compliance Specialist	68	0	1	1	1	1
Full-time		82	83	84	84	84
Permanent Part-time		0	0	0	0	0

Deputy Fire Chief approved 11-18

Fire Marshall reclassified to Battalion Chief 1-2-19

Fire Lieutenant approved 11-18

POLICE DEPARTMENT - (11-6121)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Police Chief	88	1	1	1	1	1
Police Major	84	3	3	3	3	3
CALEA Program Manager	83	1	1	1	1	1
Police Captain	80	8	8	8	8	8
Police Sergeant	77	10	11	11	11	11
Police Investigator	76	11	11	11	11	11
Assistant Training Specialist	76	1	1	1	1	1
Police Corporal	76	12	12	12	12	12
Narcotics Investigator (Corporal)	76	1	1	1	1	1
Executive Assistant	75	1	1	1	1	1
Administrative Assistant II	72	2	2	2	2	2
Police Officer	72	63	62	62	62	62
Crime Analyst	70	1	1	1	1	1
Animal Control Officer	70	1	1	1	1	1
Police Desk Officer	69	0	0	0	0	0
Police Equipment Maintenance Coordinator	69	1	1	1	1	1
Police Records Technician	68	3	3	3	3	3
Senior Maintenance Technician	68	1	1	1	1	1
Full-time		121	121	121	121	121
Permanent Part-time		0	0	0	0	1
Sworn Positions		110	110	110	110	110
Non-Sworn Positions		11	11	11	11	11

PARKS & RECREATION - (11-7460)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Parks & Recreation Director	88	1	1	1	1	1
Assistant Parks & Recreation Director	84	1	1	1	1	1
Recreation Superintendent	83	0	0	0	0	0
Park Superintendent	83	1	1	1	1	1
Recreation Superintendent-Adaptive	81	1	1	1	1	1
Recreation Superintendent	81	1	1	1	1	1
Special Populations Program Supervisor II	80	0	0	0	0	0
Special Populations Program Supervisor I	79	1	1	1	1	1
Marketing & Special Events Supervisor	77	0	0	1	1	1
Athletic Supervisor	77	0	0	0	0	0
Recreation Therapist	77	0	0	0	0	0
Business Manager	77	0	0	0	0	0
Park Maintenance Crew Supervisor	74	2	2	2	2	2
Athletics Supervisor	74	0	0	1	1	1
Custodian Crew Supervisor	74	1	1	1	1	1
Assistant Superintendent-Sports Turf	74	0	1	1	1	1
Administrative Assistant III	73	1	1	1	1	1
Marketing, Special Events & Revenue Facilities Leader	72	1	1	0	0	0
Administrative Assistant II	72	1	1	0	0	0
Recreation Center Leader	72	2	2	2	2	2
Multi-Sports Complex Manager	72	0	1	1	1	1
Heavy Equipment Operator	71	1	1	1	1	1
Senior Recreation Center Assistant	70	1	1	1	1	1
Senior Park Technician	70	3	4	4	4	4
Recreation Center Assistant	69	2	2	2	2	2

Marketing & Special Events Assistant	69	1	1	1	1	1
Maintenance Technician	67	1	1	1	1	1
Park Technician	66	6	7	7	7	7
Custodian	63	3	3	3	3	3
Full-time		32	36	36	36	36
Permanent Part-time		2	2	1	1	7

GOLF COURSE - (11-7461)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Golf Director	83	1	1	1	1	1
Golf Course Superintendent	81	1	1	1	1	1
Assistant Golf Course Superintendent	74	1	1	1	1	1
Assistant Golf Professtional	74	0	0	0	0	1
Heavy Equipment Operator	71	0	0	0	0	0
Maintenance Technician	67	0	0	0	0	0
Full-time		3	3	3	3	4
Permanent Part-time		0	0	0	0	3

STORMWATER - (15-4137)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Stormwater Maintenance Supervisor	78	0	0	1	1	1
Stormwater Maintenance Senior Heavy Equipment Operator	74	0	0	1	1	1
Stormwater Maintenance Heavy Equipment Operator	71	0	0	3	3	3
Stormwater Maintenance Equipment Operator	69	0	4	4	4	4
Stormwater Maintenance Technician	67	0	0	1	1	2
Full-time		0	4	10	10	11
Permanent Part-time		0	0	0	0	0

DISTRIBUTIONS & COLLECTIONS - (61-4175)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Distribution & Collections System Superintendent	82	1	1	1	1	1
Distribution Supervisor	78	1	1	1	1	1
System Integrity Supervisor	78	1	1	1	1	1
Collections Supervisor	78	1	1	1	1	1
Meter Shop Supervisor	78	1	1	1	1	1
Material Controller	74	0	0	0	0	0
Procurement Specialist	73	1	1	1	1	1
Systems Integrity Operator	72	1	1	1	1	1
Systems Integrity Technician	71	3	3	3	3	3
Utility System Operator	71	4	4	4	4	5
Utility Maintenance Mechanic	70	7	7	7	7	8
Meter Reader	68	6	6	6	6	0
Utility Maintenance Technician	67	1	1	1	1	1
Full-time		28	28	28	28	24
Permanent Part-time		0	0	0	0	0

WATER TREATMENT PLANT - (61-4176)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Plant Superintendent	84	1	1	1	1	1
Laboratory Supervisor	80	1	1	1	1	1
Chief Treatment Plant Operator	78	1	1	1	1	1
Maintenance Mechanic/Operator IV-WTP	74	1	1	1	1	1
Operator IV-WTP	74	5	5	3	3	3
Operator III-WTP	73	0	0	0	1	1
Operator II-WTP	71	1	1	1	0	0
Operator I-WTP	69	0	0	2	2	3
Water Treatment Plant Specialist	68	1	1	1	1	1
SCADA Instrumentation Technician		0	0	0	0	1
Full-time		11	11	11	11	13
Permanent Part-time		0	0	0	0	1

WATER RECLAMATION FACILITY - (61-4177)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Public Utilities Director	88	0	0	0	1	1
Deputy Public Works Director-Utilities	84	1	1	1	0	0
Plant Superintendent	84	1	1	1	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
Pre-treatment Program Coordinator	74	1	1	1	1	1
Operator IV-WRF	74	1	1	1	3	3
Operator III-WRF	73	3	3	2	0	0
Maintenance Mechanic/Operator II-WRF	72	1	1	1	1	1
Laboratory Technician	71	2	2	2	2	2
Operator I-WRF	69	4	4	5	5	5
Biosolid Operator/Driver	69	0	0	1	1	1
Full-time		19	19	20	20	20
Permanent Part-time		0	0	0	0	0

COMPOST - (61-4179)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Compost Plant Superintendent	82	1	1	1	1	1
Plant Maintenance Mechanic/Operator	72	1	1	1	1	1
Compost Plant Operator	69	3	3	3	3	3
Full-time		5	5	5	5	5
Permanent Part-time		0	0	0	0	0

TRAVEL & TOURISM - (95-9077)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Travel & Tourism Director	82	1	1	1	1	1
Communications & Creative Services Manager	72	0	0	1	1	1
Administrative Assistant I	70	1	1	1	1	1
Full-time		2	2	3	3	3
Permanent Part-time		0	0	0	0	0

BILLING & METER SERVICES- (61-4174)

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Warehouse & Purchasing Manager		0	0	0	0	1
Warehouse Technician		0	0	0	0	1
Meter Readers (moved from Dist & Coll)	68	0	0	0	0	4
Full-time		0	0	0	0	6
Permanent Part-time		0	0	0	0	0

City of Goldsboro

Summary of Principal and Interest Due and Outstanding Debt Balances

FY20-21 Budget

		FY19-20 Adopted Princ & Int	FY20-21 Recom. Princ & Int	Outstanding Balance (7/1/2019)	Outstanding Balance (7/1/2020)	Tentative New Debt
General Obligation Bonds						
Sewer - 2010A Partial Refunding GO	FY Paid 2020	\$ 563,258	\$ -	\$ 545,000	\$ -	
Sewer & Streets - 2011 Refunding GO	2022	268,598	257,950	734,000	485,000	
Sewer & Streets - 2013 Refunding GO	2025	357,745	346,040	1,814,000	1,488,000	
Police Lawsuit Settlement - 2014 GO	2025	193,418	190,145	1,020,000	850,000	
Parks & Rec (54.5%) & Streets (45.50%) 2017 GO Bonds	2037	475,406	461,657	4,950,000	4,675,000	
Streets - 2018 GO	2039	401,625	390,375	4,500,000	4,275,000	
Streets (22.8%) & Sewer (77.20%) 2017 Refunding GO	2030	433,900	972,700	7,265,000	7,110,000	
Subtotal - GO Bonds		\$ 2,693,950	\$ 2,618,867	\$ 20,828,000	\$ 18,883,000	\$ -
State Revolving Loans						
Water Plant Phase I	2032	\$ 445,156	\$ 436,757	\$ 4,367,573	\$ 4,031,606	
Water Plant Phase II	2033	147,093	147,093	2,059,305	1,912,212	
Stoney Creek Sewer Project	2037	224,966	221,806	3,025,537	2,857,452	
Plate Settlers Project (W1112)	2040 (Est.)	-	122,704	-	1,797,360	
Phase IV Sewer Improvements SRF (S1102)	2040	-	420,284	-	8,405,676	
Gravity Sewer Rehab (Big Ditch) SRP (S1103)	2041 (Est.)	-	-	-	-	1,235,100
Water Lines & Booster Pump SRF (W1111)	2041 (Est.)	-	-	-	-	3,610,000
2019 Water Improvements 2" Galvanized Lines	Awarded					2,998,000
Subtotal - State Revolving Loans		\$ 817,215	\$ 1,348,644	\$ 9,452,415	\$ 19,004,305	\$ 7,843,100
Installment Loans						
City Hall/AMR Project/Streetscape I (2012)	2022	\$ 383,120	\$ 367,025	\$ 1,016,000	\$ 651,000	
Paramount & City Hall (2014)	2024	469,939	316,350	1,445,000	1,000,000	
Gateway Transit Building, HVAC Police & Streetscape (2014)	2034	343,228	335,579	3,420,000	3,191,000	
Equipment Southern Bank (2015)	2020	369,636	-	365,000	-	
W.A. Foster & Goldsboro Events Center (2015)		641,336	627,193	5,338,000	4,852,000	
Equipment & Jet Vac (2015)	2020	110,989	-	108,929	-	
Equipment & Jet Vac (2016)	2021	324,508	325,799	636,000	321,000	
IT Lease #04 Suntrust (2016)	2020	94,127	-	91,694	-	
Bryan Multi-Sports Complex (2017)	2032	239,000	236,000	2,600,000	2,400,000	
Utilities AMI Project (70.98%) & Equipment (29.02%) (2017)	2032	894,319	894,585	6,069,000	5,318,000	
Lighting Bryan Multi-Sports Complex (2018)	2023	110,622	110,622	363,903	264,432	
IT Lease #05 Suntrust (2018)	2023	102,263	102,263	379,760	289,041	
Vehicles & Equipment (GF 60%; UF 14%; SF 26%) (2018)	2023	481,096	480,073	1,796,000	1,365,000	
Police Evidence Rm & Fire Station Renovation (2018)	2024	512,645	522,693	5,300,000	4,947,000	
IT Lease #06 Suntrust (2018)	2024	98,593	98,593	450,000	36,648	

City of Goldsboro**Summary of Principal and Interest Due and Outstanding Debt Balances****FY20-21 Budget**

		FY19-20 Adopted Princ & Int	FY20-21 Recom. Princ & Int	Outstanding Balance (7/1/2019)	Outstanding Balance (7/1/2020)	Tentative New Debt
Vehicles & Equipment (GF 56.07%; UF 43.93) General Fd Portion (20	2024	256,952	257,439	1,190,000	955,000	
SJAFB Commercial Garbage Trucks (2019)	2029	68,420	68,526	596,000	542,000	
Used Golf Equip Smith Turf PNC (2019)	2022	42,065	56,086	-	67,193	
Herman Park Center & Tiger Match Partial \$600K		-	-	-	-	11,750,000
FY20 Rolling Stock & Equipment (2021)		-	-	-	-	1,150,396
FY21 Rolling Stock & Equipment (2021)						737,930
IT Lease #07 Suntrust (2021)						360,000
Subtotal - Installment Loans		\$ 5,542,859	\$ 4,798,826	\$ 31,165,286	\$ 26,199,315	\$ 13,998,326
Grand Total		\$ 9,054,024	\$ 8,766,337	\$ 61,445,701	\$ 64,086,620	\$ 21,841,426

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%
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%



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
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%
Current Year Info 2019-2020 Estimated									
Reval Year	Real Property	1,981,833,310	0.65	12,881,917		14,694,791		14,869,059	
	Personal Property	250,802,345		1,630,215					
	Public Service Companies	79,103,601		514,173					
	Motor Vehicle	242,709,100		1,577,609	1,500,000			1,577,609	
	Total Valuation	2,554,448,356		16,603,914	16,194,791		0	16,446,668	97.54%
2020-2021 Estimate									
	Real Property	1,993,724,310	0.65	12,959,208		14,945,829			
	Personal Property	250,802,345		1,630,215					
	Public Service Companies	79,103,601		514,173					
	Motor Vehicle	230,769,200		1,500,000	1,500,000				
	Total Valuation	2,554,399,456		16,603,596	16,445,829		0	0	99.05%

General Fund Appropriated Fund Balance

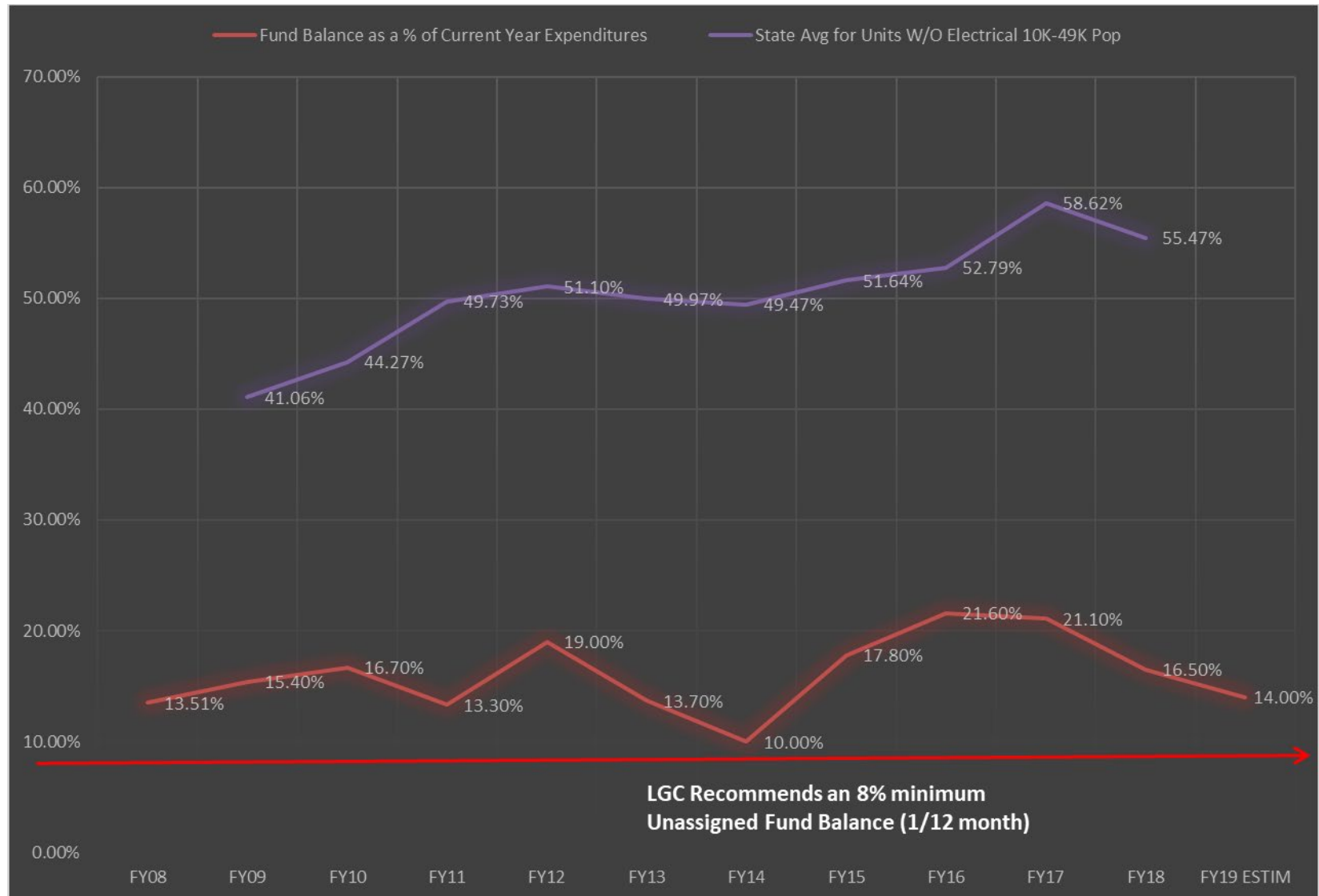
DESCRIPTION: The FY20-21 proposed budget appropriates fund balance for the purchase of a mower from Cemetery Reserves in the amount of \$12,964. According to the North Carolina Local Government Commission, a local government entering a fiscal year with less than 8% unassigned fund balance available will not have sufficient resources to meet its obligations.

HISTORY: The following table shows the unassigned fund balance over the last ten (10) years and the projected fund balance for the fiscal year ending June 30, 2019. Due to revenue uncertainties caused by the COVID-19 pandemic we are estimating a shortfall in sales tax and utility franchise tax revenue of \$1.1M. We are still awaiting FEMA reimbursement from Hurricane Florence and that revenue will impact the General Fund in an approximate amount of \$578K for FY20. The borrowing for vehicles and rolling stock in the amount of \$1.2M will not occur until FY21. Both the FEMA reimbursement and the borrowing will impact the fund balance in an approximate amount of \$1.8M and reduce the estimated FY20 actual revenues. However, those are timing differences only. We will have to wait until September before we will know the impacts of the COVID-19 on sales tax and utility franchise tax. In the meantime, spending other than essential items was frozen in March, and hiring of positions has been delayed as long as possible to offset the effects to fund balance. For the new fiscal year, spending freezes on operating and capital will remain in effect until January, when we can then gauge the revenue inflow.

Fiscal Year	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	16.70%	44.27%
FY11	13.30%	49.73%
FY12	19.00%	51.10%
FY13	13.70%	49.97%
FY14	10.00%	49.47%
FY15	17.80%	51.64%
FY16	21.60%	52.79%
FY17	21.10%	58.62%
FY18	16.50%	55.47%
FY19 ESTIM	14.00%	

Red Indicates Estimated

Fund Balance General Fund FY08-FY19



EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		Revenues	Dept. Head Catherine Gwynn						
Division:		Revenues	~ = Division by Zero						
			* = Change < \$5,000						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8101	Current Tax Levy	\$ 13,973,738.70	\$ 14,694,791.00	\$ 14,694,791.00	\$ 14,871,552.00	\$ 14,948,030.00	1.72%	\$ 14,948,030.00	1.72%
8102	Delinquent Taxes	\$ 279,025.01	\$ 300,000.00	\$ 300,000.00	\$ 252,810.00	\$ 275,000.00	-8.33%	\$ 275,000.00	-8.33%
8103	Current Vehicle Tax	\$ 1,627,364.00	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,577,609.00	\$ 1,500,000.00	0.00%	\$ 1,500,000.00	0.00%
8105	Delinquent Vehicle Tax	\$ 3,320.87	\$ 5,000.00	\$ 5,000.00	\$ 3,220.00	\$ 5,000.00	*	\$ 5,000.00	*
8106	Penalties & Interest	\$ 89,813.16	\$ 73,000.00	\$ 73,000.00	\$ 79,382.00	\$ 77,100.00	5.62%	\$ 77,100.00	5.62%
8106A	Penalties & Interest-NCVTS	\$ 10,258.86	\$ -	\$ -	\$ 10,068.00	\$ 10,200.00	~	\$ 10,200.00	~
8107	Vehicle Tax/Leases/Rentals	\$ 72,972.84	\$ 59,595.00	\$ 59,595.00	\$ 63,759.00	\$ 54,100.00	-9.22%	\$ 54,100.00	-9.22%
8108	Vehicle Tag Fee	\$ 255,600.00	\$ 270,000.00	\$ 270,000.00	\$ 228,765.00	\$ 262,400.00	-2.81%	\$ 262,400.00	-2.81%
8383	Solid Wate Disposal Tax	\$ 29,972.09	\$ 22,508.00	\$ 22,508.00	\$ 25,726.00	\$ 21,300.00	-5.37%	\$ 21,300.00	-5.37%
	Total-Tax Revenues-0001	\$ 16,342,065.53	\$ 16,924,894.00	\$ 16,924,894.00	\$ 17,112,891.00	\$ 17,153,130.00	1.35%	\$ 17,153,130.00	1.35%
8110	Privilege Licenses	\$ 3,026.00	\$ 2,364.00	\$ 2,364.00	\$ 3,000.00	\$ 2,500.00	*	\$ 2,500.00	*
8111	Penalties on Licenses	\$ -	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	*	\$ 75.00	*
8113	Building Inspections & Permits	\$ 137,056.74	\$ 117,528.00	\$ 117,528.00	\$ 103,033.20	\$ 116,055.00	-1.25%	\$ 116,055.00	-1.25%
8114	Plumbing, Gas & Electrical Insp	\$ 78,932.48	\$ 84,799.00	\$ 84,799.00	\$ 85,425.00	\$ 78,970.00	-6.87%	\$ 78,970.00	-6.87%
8115	Peddlers Permits	\$ 210.00	\$ 504.00	\$ 504.00	\$ 140.00	\$ 200.00	*	\$ 200.00	*
8116	Sign Permits	\$ 8,423.00	\$ 8,824.00	\$ 8,824.00	\$ 7,787.00	\$ 8,000.00	-9.34%	\$ 8,000.00	-9.34%
8117	Mechanical Permits	\$ 79,896.36	\$ 69,418.00	\$ 69,418.00	\$ 74,299.00	\$ 69,200.00	-0.31%	\$ 69,200.00	-0.31%
8118	Homeowners Recovery Permit	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8119	Plan Review Fee	\$ 16,848.00	\$ 18,497.00	\$ 18,497.00	\$ 17,488.00	\$ 17,400.00	-5.93%	\$ 17,400.00	-5.93%
8121	Technology Surcharge	\$ 39,155.00	\$ 38,395.00	\$ 38,395.00	\$ 38,210.00	\$ 36,800.00	-4.15%	\$ 36,800.00	-4.15%
8125	Golf Cart Permit Fees (Police)	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00	*	\$ 25.00	*
8239	Fire Inspections Permits	\$ 2,600.00	\$ 10,271.00	\$ 10,271.00	\$ 7,533.00	\$ 7,700.00	-25.03%	\$ 7,700.00	-25.03%
8249	Business Reg. Fee	\$ 34,930.00	\$ 35,213.00	\$ 35,213.00	\$ 35,475.00	\$ 38,600.00	9.62%	\$ 38,600.00	9.62%
	Total-Licenses & Permits-0002	\$ 401,077.58	\$ 385,888.00	\$ 385,888.00	\$ 372,490.20	\$ 375,525.00	-2.69%	\$ 375,525.00	-2.69%
8124	From Stormwater Fund	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8130	Local Option Tax	\$ 9,023,623.57	\$ 9,813,576.00	\$ 9,813,576.00	\$ 8,794,796.00	\$ 8,277,058.00	-15.66%	\$ 9,813,576.00	0.00%
8131	ABC Revenue	\$ 116,533.00	\$ 117,698.00	\$ 117,698.00	\$ 2,016.00	\$ 2,000.00	*	\$ 2,000.00	*
8132	Beer & Wine Taxes	\$ 145,546.98	\$ 154,916.00	\$ 154,916.00	\$ 146,275.00	\$ 146,300.00	-5.56%	\$ 146,300.00	-5.56%
8134	Utility Franchise Tax	\$ 3,456,523.50	\$ 2,933,850.00	\$ 2,933,850.00	\$ -	\$ 2,875,122.56	-2.00%	\$ 2,903,873.79	-1.02%
8135	Powell Bill	\$ 918,925.31	\$ 918,925.00	\$ 918,925.00	\$ 909,163.00	\$ 909,163.00	-1.06%	\$ 909,163.00	-1.06%
8140	County Donation	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,000.00	\$ -	*	\$ -	*
8147	D.E.A. Funds	\$ 15,395.31	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8149	NC Controlled Substance Tax	\$ 6,695.31	\$ -	\$ -	\$ 3,281.00	\$ 3,300.00	*	\$ 3,300.00	*
8150	Payment in Lieu of Taxes	\$ 103,192.94	\$ 131,676.00	\$ 131,676.00	\$ 101,621.00	\$ 101,700.00	-22.76%	\$ 101,700.00	-22.76%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:		Revenues	Dept. Head Catherine Gwynn						
Division:		Revenues	~ = Division by Zero						
			* = Change < \$5,000						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8152	FEMA Reimbursement	\$ 71,774.00	\$ 578,000.00	\$ 578,000.00	\$ -	\$ -	*	\$ -	*
8161	From Utility Fund	\$ 2,869,532.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8173	Transportation Planning Grant	\$ 70,993.00	\$ 370,223.00	\$ 370,223.00	\$ 336,994.00	\$ 258,622.00	-30.14%	\$ 258,622.00	-30.14%
8175	Cable TV	\$ -	\$ 258,064.00	\$ 258,064.00	\$ 258,064.00	\$ 255,500.00	-0.99%	\$ 255,500.00	-0.99%
8200	Eastern Carolina Housing Grant	\$ 34,706.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	0.00%	\$ 31,000.00	0.00%
8208	GWTA Garage Reimbursement	\$ 168,335.65	\$ 231,873.00	\$ 231,873.00	\$ 168,335.65	\$ -	*	\$ 168,335.65	-27.40%
8250	Stream Debris Grant Reimb.	\$ 61,597.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8287	Wayne Co Sch Reimb Resource Officer	\$ 148,634.00	\$ 107,578.00	\$ 107,578.00	\$ 111,963.00	\$ 111,963.00	4.08%	\$ 111,963.00	4.08%
8370	NCDOT Reimb. Signals	\$ 129,624.04	\$ 241,428.00	\$ 241,428.00	\$ 129,600.00	\$ 129,600.00	-46.32%	\$ 129,600.00	-46.32%
8580	Cherry Hospital-Fire Reimbursement	\$ 76,724.00	\$ 78,224.00	\$ 78,224.00	\$ 76,724.00	\$ 76,800.00	-1.82%	\$ 76,800.00	-1.82%
8706	GWTA Rental	\$ 58,684.12	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00	0.00%	\$ 64,000.00	0.00%
8911	Golden Leaf Grant Proceeds	\$ 257,691.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8912	Main Street Solutions Grant Reimb	\$ 12,500.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8913	PARTF Grant Reimb.	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8921	State Grants-NCDOT	\$ 20,137.58	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8922	State Grants-PEG Channel	\$ 27,027.04	\$ -	\$ -	\$ 27,211.00	\$ 27,400.00	~	\$ 27,400.00	~
8977	Donation/Charitable Contrib Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8980	Federal US Marshall OT Reimburse	\$ 10,391.06	\$ -	\$ -	\$ 11,417.00	\$ 11,500.00	~	\$ 11,500.00	~
Total-Revenue Other Agencies-0003		\$ 17,882,786.41	\$ 16,039,031.00	\$ 16,039,031.00	\$ 11,176,460.65	\$ 13,281,028.56	-17.20%	\$ 15,014,633.44	-6.39%
8156	Special Test Permits	\$ 12,355.00	\$ 13,835.00	\$ 13,835.00	\$ 13,277.00	\$ 13,200.00	-4.59%	\$ 13,200.00	-4.59%
8158	False Alarms	\$ 5,004.00	\$ 2,181.00	\$ 2,181.00	\$ 2,012.00	\$ 2,000.00	*	\$ 2,000.00	*
8174	General Fund-Miscellaneous Recv	\$ 157,617.37	\$ 125,989.00	\$ 125,989.00	\$ 242,147.00	\$ 132,100.00	4.85%	\$ 132,100.00	4.85%
8175	Cable TV	\$ 275,039.89	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8177	Tennis Instructions	\$ 605.00	\$ 1,147.00	\$ 1,147.00	\$ 360.00	\$ 1,000.00	*	\$ 1,000.00	*
8183	Insufficient Check Penalty	\$ 20.00	\$ -	\$ -	\$ 2,089.00	\$ 500.00	*	\$ 500.00	*
8245	Stormwater Management Fee	\$ 17,036.00	\$ 13,973.00	\$ 13,973.00	\$ 14,197.00	\$ 14,200.00	1.62%	\$ 14,200.00	1.62%
8247	Event Center Rentals	\$ 81,296.25	\$ 72,275.00	\$ 72,275.00	\$ 27,715.00	\$ -	*	\$ -	*
8271	Refuse Service	\$ 3,247,964.62	\$ 3,296,933.00	\$ 3,296,933.00	\$ 3,296,933.00	\$ 3,296,900.00	-0.00%	\$ 3,296,900.00	-0.00%
8271A	Recycling Surcharge	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 168,000.00	~
8272	Cemetery Services	\$ 58,537.49	\$ 54,693.00	\$ 54,693.00	\$ 61,728.00	\$ 61,700.00	12.81%	\$ 61,700.00	12.81%
8274	Trash Penalties	\$ 795.00	\$ 581.00	\$ 581.00	\$ 639.00	\$ 600.00	*	\$ 600.00	*
8283	SJAFB Commercial Refuse Contract	\$ -	\$ 251,518.00	\$ 251,518.00	\$ 251,518.00	\$ 276,700.00	10.01%	\$ 276,700.00	10.01%
8365	Basketball Entry Fee	\$ -	\$ -	\$ -	\$ (100.00)	\$ -	*	\$ -	*
8368	Sale Of Recyclable Materials	\$ 48,276.54	\$ 24,942.00	\$ 24,942.00	\$ 5,345.00	\$ 5,000.00	*	\$ 5,000.00	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:		Revenues	Dept. Head Catherine Gwynn						
Division:		Revenues	~ = Division by Zero						
			* = Change < \$5,000						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8371	Swimming Pools	\$ 21,293.81	\$ 15,546.00	\$ 15,546.00	\$ 13,956.00	\$ 10,000.00	-35.67%	\$ 10,000.00	-35.67%
8379	Paramount Theater	\$ 137,364.32	\$ 171,048.00	\$ 171,048.00	\$ -	\$ -	*	\$ -	*
8385	Paramount Vendini Ticket Sales	\$ 331,040.34	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8702	Governor's Crime Commission	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8801	GEC-Building Rental	\$ -	\$ -	\$ -	\$ 19,429.00	\$ 59,000.00	~	\$ 59,000.00	~
8802	GEC-Amenities Rentals/Sales	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8803	GEC Income Retained from Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8821	GEC-Food & Beverage Sales	\$ -	\$ -	\$ -	\$ 30.00	\$ 1,000.00	*	\$ 1,000.00	*
8822	GEC-Alcohol Sales	\$ -	\$ -	\$ -	\$ 1,765.00	\$ 4,000.00	*	\$ 4,000.00	*
8840	PARAMOUNT-House Ticket Sales	\$ -	\$ -	\$ -	\$ 109,831.00	\$ 189,474.00	~	\$ 126,948.00	~
8841	PARAMOUNT-Ticket Sales	\$ -	\$ -	\$ -	\$ 76,432.00	\$ 126,316.00	~	\$ 83,579.00	~
8842	PARAMOUNT-Ticket Sale Fee	\$ -	\$ -	\$ -	\$ 6,808.00	\$ 6,000.00	~	\$ 6,000.00	~
8843	PARAMOUNT-Comp Ticket Fee	\$ -	\$ -	\$ -	\$ 50.00	\$ 100.00	*	\$ 100.00	*
8844	PARAMOUNT-Setup Fee	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	*	\$ 200.00	*
8845	PARAMOUNT-Box Office Hours	\$ -	\$ -	\$ -	\$ 175.00	\$ 200.00	*	\$ 200.00	*
8861	PARAMOUNT-Food & Beverage Sales	\$ -	\$ -	\$ -	\$ 1,235.00	\$ 8,060.00	~	\$ 8,060.00	~
8862	PARAMOUNT-Alcohol Sales	\$ -	\$ -	\$ -	\$ 160.00	\$ 9,000.00	~	\$ 9,000.00	~
8913	PARTF Grant Reimb.	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8940	Golf Course Pro Shop Consignment	\$ 7,750.74	\$ -	\$ -	\$ 500.00	\$ -	*	\$ 20,000.00	~
8952	Golf Course Cart Fees	\$ 208,907.00	\$ 221,386.00	\$ 221,386.00	\$ 214,885.00	\$ 204,200.00	-7.76%	\$ 214,885.00	-2.94%
8955	Golf Course Concessions	\$ 38,421.02	\$ 47,168.00	\$ 47,168.00	\$ 37,607.00	\$ 35,800.00	-24.10%	\$ 37,607.00	-20.27%
8956	Golf Course Green Fees	\$ 76,812.92	\$ 111,579.00	\$ 111,579.00	\$ 108,721.00	\$ 103,300.00	-7.42%	\$ 108,721.00	-2.56%
8957	Golf Course Membership Dues	\$ 117,897.87	\$ 111,877.00	\$ 111,877.00	\$ 111,726.00	\$ 106,200.00	-5.07%	\$ 111,726.00	-0.13%
8958	Driving Range Fees	\$ 17,164.00	\$ 18,361.00	\$ 18,361.00	\$ 18,267.00	\$ 17,400.00	-5.23%	\$ 18,267.00	-0.51%
8959	Pro Shop Sales	\$ 21,695.22	\$ 32,366.00	\$ 32,366.00	\$ 17,788.00	\$ 16,900.00	-47.78%	\$ 17,788.00	-45.04%
8960	Golf Lessons	\$ 1,105.00	\$ 4,667.00	\$ 4,667.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
8961	Facility Rental Fees	\$ 24,237.50	\$ 29,105.00	\$ 29,105.00	\$ 20,375.00	\$ 20,400.00	-29.91%	\$ 20,400.00	-29.91%
8962	Park Rental Fees	\$ 7,850.00	\$ 9,291.00	\$ 9,291.00	\$ 15,764.00	\$ 15,800.00	70.06%	\$ 15,800.00	70.06%
8963	Youth Program Fees	\$ 96,212.20	\$ 51,034.00	\$ 51,034.00	\$ 89,438.00	\$ 89,500.00	75.37%	\$ 89,500.00	75.37%
8964	Adult Program Fees	\$ 20,655.00	\$ 26,375.00	\$ 26,375.00	\$ 13,418.00	\$ 13,500.00	-48.82%	\$ 13,500.00	-48.82%
8965	Special Event Fees	\$ 18,614.50	\$ 8,615.00	\$ 8,615.00	\$ 21,309.00	\$ 21,300.00	147.24%	\$ 21,300.00	147.24%
Total-Charges for Services-0004		\$ 5,051,568.60	\$ 4,716,485.00	\$ 4,716,485.00	\$ 4,817,829.00	\$ 4,861,650.00	3.08%	\$ 4,969,581.00	5.37%
8180	Investment Interest	\$ 148,432.39	\$ 65,707.00	\$ 65,707.00	\$ 83,419.00	\$ 84,000.00	27.84%	\$ 84,000.00	27.84%
8181	Cemetery Lot Sales	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		Revenues	Dept. Head Catherine Gwynn						
Division:		Revenues	~ = Division by Zero						
			* = Change < \$5,000						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8184	Sale of Property	\$ 4,102.00	\$ 25,000.00	\$ 25,000.00	\$ 80.00	\$ -	*	\$ -	*
8206	Proceeds from Capital Lease	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8267	Loan Proceeds	\$ -	\$ 1,064,396.00	\$ 1,169,396.00	\$ -	\$ -	*	\$ 360,000.00	-66.18%
8270	Loan Proceeds Installment Financing	\$ 1,253,246.55	\$ -	\$ -	\$ -	\$ -	*	\$ 832,830.00	~
8282	Street Assessment Interest	\$ -	\$ 467.00	\$ 467.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
8581	Equipment Sales	\$ 159,877.15	\$ 131,726.00	\$ 131,726.00	\$ 77,124.00	\$ 75,000.00	-43.06%	\$ 75,000.00	-43.06%
8582	Sale of Land	\$ -	\$ -	\$ -	\$ 7,295.00	\$ 10,000.00	~	\$ 10,000.00	~
8879	G.O. Bond Premiums Received	\$ 29,736.69	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 2,045,394.78	\$ 1,287,296.00	\$ 1,392,296.00	\$ 168,018.00	\$ 169,100.00	-86.86%	\$ 1,361,930.00	5.80%
8122	Salaries/Payroll Attrition	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8123	Health Ins. Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8149	NC Controlled Substance Tax	\$ 4,899.42	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8153	Insurance Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8160	General Fund Donation	\$ -	\$ -	\$ -	\$ 30.00	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue	\$ 111,890.34	\$ 470,860.00	\$ 470,860.00	\$ 1,120,419.00	\$ 475,000.00	0.88%	\$ 475,000.00	0.88%
8192	Officers Fees	\$ 13,903.11	\$ 18,023.00	\$ 18,023.00	\$ 14,052.00	\$ 14,000.00	-22.32%	\$ 14,000.00	-22.32%
8217	Donations & Spons-Human Relations	\$ 64.25	\$ -	\$ -	\$ 64.00	\$ -	*	\$ -	*
8218	Donations & Spons-Interfaith Breakf	\$ 617.69	\$ -	\$ -	\$ 130.00	\$ -	*	\$ -	*
8219	Donations & Spons-MLK Commemoration	\$ 7,120.75	\$ -	\$ -	\$ 6,312.00	\$ -	*	\$ -	*
8220	Donations & Spons-M Comm on Disab	\$ 6,795.12	\$ -	\$ -	\$ 4,641.00	\$ -	*	\$ -	*
8221	Donations & Spons-M Youth Council	\$ 12,448.78	\$ -	\$ -	\$ 725.00	\$ -	*	\$ -	*
8222	Donations & Spons-Poultry/Beak Week	\$ 25,842.42	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8223	Donations & Spons-Special Pops	\$ 11,875.73	\$ -	\$ -	\$ 5,277.00	\$ -	*	\$ -	*
8224	Donations & Spons-Challenger Footbl	\$ 2,742.86	\$ -	\$ -	\$ 2,743.00	\$ -	*	\$ -	*
8225	Donations & Spons-Duke RX for Play	\$ -	\$ -	\$ -	\$ 3,794.00	\$ -	*	\$ -	*
8293	Parking Tickets	\$ 2,333.00	\$ 1,439.00	\$ 1,439.00	\$ 1,695.00	\$ 1,500.00	*	\$ 1,500.00	*
8298	Local Grants	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	*	\$ -	*
8595	Vending Machines Income	\$ 3,851.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8977	Donation/Charitable Contrib Revenue	\$ 350.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Miscellaneous Revenues-0006	\$ 204,734.47	\$ 490,322.00	\$ 490,322.00	\$ 1,165,882.00	\$ 490,500.00	0.04%	\$ 490,500.00	0.04%
58101	Shared Services General Fund to Utility Fund	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 108,852.00	141.89%	\$ 108,852.00	141.89%
58102	Shared Services General Fund to Stormwater	\$ -	\$ 2,869,532.00	\$ 2,869,532.00	\$ 2,869,532.00	\$ 2,938,105.00	2.39%	\$ 2,938,105.00	2.39%
	Total-Shared Services-0007	\$ -	\$ 2,914,532.00	\$ 2,914,532.00	\$ 2,914,532.00	\$ 3,046,957.00	4.54%	\$ 3,046,957.00	4.54%
8583	Fund Balance Withdrawal	\$ -	\$ 636,863.00	\$ 2,153,847.83	\$ -	\$ -	*	\$ 12,964.00	-97.96%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		Revenues	Revenues	~ = Division by Zero					
Division:		Revenues	~	* = Change < \$5,000					
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
	Total-Fund Balance Withdrawal-0009	\$ -	\$ 636,863.00	\$ 2,153,847.83	\$ -	\$ -	*	\$ 12,964.00	-97.96%
	Total Revenues	\$ 41,927,627.37	\$ 43,395,311.00	\$ 45,017,295.83	\$ 37,728,102.85	\$ 39,377,890.56	-9.26%	\$ 42,425,220.44	-2.24%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Revenues - Revenues				
Division:		~ - Revenues				
Dept. Head-Catherine Gwynn						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8101	Current Tax Levy		PER PROPERTY TAX WORKSHEETS. (Per Tax Assessor Email; .6% growth)	\$ 14,871,552.00	\$ 14,948,030.00	\$ 14,948,030.00
8102	Delinquent Taxes		PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 252,810.00	\$ 275,000.00	\$ 275,000.00
8103	Current Vehicle Tax		PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 1,577,609.00	\$ 1,500,000.00	\$ 1,500,000.00
8105	Delinquent Vehicle Tax		PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 3,220.00	\$ 5,000.00	\$ 5,000.00
8106	Penalties & Interest		PER FGITRND/Desktop Tools. ESTIMATED BASED ON HISTORICAL TREND	\$ 79,382.00	\$ 77,100.00	\$ 77,100.00
8106A	Penalties & Interest-NCVTS		PER FGITRND/Desktop Tools. ESTIMATED BASED ON HISTORICAL TREND	\$ 10,068.00	\$ 10,200.00	\$ 10,200.00
8107	Vehicle Tax/Leases/Rentals		Trend for past 10 years is approximately \$54,015 average. (Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Trended downward for FY21 due to Covid-19.	\$ 63,759.00	\$ 54,100.00	\$ 54,100.00
8108	Vehicle Tag Fee		\$10/VEHICLE @ 27,000 VEHICLES; Based on prior year actual collections @25,500 vehicles	\$ 228,765.00	\$ 262,400.00	\$ 262,400.00
8383	Solid Wate Disposal Tax		Trend for past 10 years is approximately \$22,508 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 25,726.00	\$ 21,300.00	\$ 21,300.00
	Total-Tax Revenues-0001			\$ 17,112,891.00	\$ 17,153,130.00	\$ 17,153,130.00
8110	Privilege Licenses		Trend for past 5 years is approximately \$2,197 average. (Sheet-(Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Law changed eliminating most privilege licenses except ABC so can't use data prior to 2016.	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00
8111	Penalties on Licenses		Trend for past 3 years is approximately \$2,364 average. Law changed eliminating most privilege licenses except ABC so can't use data prior to 2016.	\$ 75.00	\$ 75.00	\$ 75.00
8113	Building Inspections & Permits		Trend for past 10 years is approximately \$116,054 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 103,033.20	\$ 116,055.00	\$ 116,055.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Revenues - Revenues				
Division:		~ - Revenues				
Dept. Head-Catherine Gwynn						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8114	Plumbing, Gas & Electrical Insp		Trend for past 10 years is approximately \$78,969 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 85,425.00	\$ 78,970.00	\$ 78,970.00
8115	Peddlers Permits		Trend for past 10 years is approximately \$210 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 140.00	\$ 200.00	\$ 200.00
8116	Sign Permits		Trend for past 10 years is approximately \$8,423 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 7,787.00	\$ 8,000.00	\$ 8,000.00
8117	Mechanical Permits		Trend for past 10 years is approximately \$69,138 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 74,299.00	\$ 69,200.00	\$ 69,200.00
8118	Homeowners Recovery Permit		This is a pass thru account and all collections are remitted to NC Licensing Board for General Contractors	\$ -	\$ -	\$ -
8119	Plan Review Fee		Trend for past 10 years is approximately \$17,309 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 17,488.00	\$ 17,400.00	\$ 17,400.00
8121	Technology Surcharge		Trend for past 10 years is approximately \$36,715 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 38,210.00	\$ 36,800.00	\$ 36,800.00
8125	Golf Cart Permit Fees (Police)		Ord 2019-29 6/3/19 - \$25 fee annual fee for use of golf carts on public streets. City Ordinance Chapter 73 - Golf Carts	\$ 25.00	\$ 25.00	\$ 25.00
8239	Fire Inspections Permits		Trend for past 10 years is approximately \$7,696 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 7,533.00	\$ 7,700.00	\$ 7,700.00
8249	Business Reg. Fee		Trend for past 3 years is approximately \$38,553 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Law changed eliminating most privilege licenses. City instituted Business Registration Fee.	\$ 35,475.00	\$ 38,600.00	\$ 38,600.00
Total-Licenses & Permits-0002				\$ 372,490.20	\$ 375,525.00	\$ 375,525.00
8124	From Stormwater Fund		Shared Services for Stormwater Fund. Reclassified to Orgn 0007.	\$ -	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8130	Local Option Tax		FY20-21 Sales Tax Calculator.xlsx; Covid 19 effect; we were on track for 4.5% growth; now expect deficit to FY20 Budget of (\$1,082,460); Kept growth at 0% for FY21 per discussion ACM/CM.	\$ 8,794,796.00	\$ 8,277,058.00	\$ 9,813,576.00
8131	ABC Revenue		Wayne Co ABC Board - staff spoke to ABC Board and told because they are doing construction the distributions are lower. I asked for financial statements so we could verify.	\$ 2,016.00	\$ 2,000.00	\$ 2,000.00
8132	Beer & Wine Taxes		For my initial Dept Request estimate - Used trend for past 3 years is approximately \$132,879 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Used Actual FY19 +.5% Growth on Jun 30. Estimated 0% growth from NCLM memo. Annual distribution in May.	\$ 146,275.00	\$ 146,300.00	\$ 146,300.00
8134	Utility Franchise Tax		For my initial Dept Request estimate - Used trend for past 10 years is approximately \$2,546,890 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Estimated 1% growth per NCLM Memo.	\$ -	\$ 2,875,122.56	\$ 2,903,873.79
8135	Powell Bill		For my initial Dept Request estimate - Used trend for past 10 years is approximately \$968,626 average. However, since trending downward, opted to use the amount rec'd FY20. (SheetDesktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 909,163.00	\$ 909,163.00	\$ 909,163.00
8140	County Donation		Fall and Spring Games \$4K each. Email from A. Speight 4/25/20 - Co will pay \$4K for Fall games (due to Spring being cancelled by Covid-19) and will budget for both Fall and Spring in FY20. Per email from Kelly Vaughn to Felicia Brown 3/2/20 8:04 am - Special Olympics will no longer use COG to manage the Special Olympics for FY21.	\$ 4,000.00	\$ -	\$ -
8147	D.E.A. Funds		This account is \$-0-. We have not received any federal DEA Funds and not anticipating. If we do, will do a budget amendment to appropriate if needed. Cfg 4/26/2020 10:04 AM			

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8149	NC Controlled Substance Tax		North Carolina Unauthorized Substance Tax program G.S. 105-113.113. Average for past 10 years is approximately \$12K, however collections for FY20 are significantly down. Use the current year estimated collections for request. Cfg 4/26/2020 10:18 AM	\$ 3,281.00	\$ 3,300.00	\$ 3,300.00
8150	Payment in Lieu of Taxes		Trend for past 10 years is approximately \$101,621 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Received in May/Jun. Emailed Laura/Melissa/Terrie to follow up with this year's report status for Housing Authority for The City of Goldsboro. This should also include Eastern Carolina Housing Authority. I have no agreements for this one either. Cfg 4/26/2020 10:49 AM	\$ 101,621.00	\$ 101,700.00	\$ 101,700.00
8152	FEMA Reimbursement		Moved to Special Revenue Fund R1102	\$ -	\$ -	\$ -
8161	From Utility Fund		Moved to 11-0007-58101	\$ -	\$ -	\$ -
8173	Transportation Planning Grant		As per 11-3151-9934 request from Planning Dept., Jennifer Collins Dept. Head.	\$ 336,994.00	\$ 258,622.00	\$ 258,622.00
8175	Cable TV		For my initial Dept Request estimate - Used trend for past 10 years is approximately \$279,633 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Estimated 1% decline per NCLM Memo.	\$ 258,064.00	\$ 255,500.00	\$ 255,500.00
8200	Eastern Carolina Housing Grant		Kaye said that is for Police Officer that Tracy Barber bills every month. We are limited to the amount per month. Cfg 4/15/2019 3:33 PM Per contract FY20 \$32,905. Do not yet have a draft for FY21. cfg 5/28/2020 4:02 PM	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00
8208	GWTA Garage Reimbursement	GWTA	GWTA - reimbursement for fuel, IT Services, Spectrum internet billing	\$ 168,335.65	\$ -	\$ 168,335.65
8250	Stream Debris Grant Reimb.		None expected for FY20 or FY21	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Revenues - Revenues				
Division:		~ - Revenues				
Dept. Head-Catherine Gwynn						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8287	Wayne Co Sch Reimb Resource Officer		Trend for past 5 years is approximately \$107,578 average. (Sheet-FGITRND FUND 11 REVENUE (PROG 8000).xls) Emailed Chief West & CM on status of contract 4/21/20 10.48 am. CM requested additional information from WCPS on why the amount was cut. Budgeting the tentative amount offered by WCPS. cfg 4/26/2020 11:13 AM	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00
8370	NCDOT Reimb. Signals		Trend for past 5 years is approximately \$205,428 average. (Sheet-FGITRND FUND 11 REVENUE (PROG 8000).xls) (Added reimbursement for servers to be replaced \$45K @ 80%)	\$ 129,600.00	\$ 129,600.00	\$ 129,600.00
8580	Cherry Hospital-Fire Reimbursement		Check is usually received in May.	\$ 76,724.00	\$ 76,800.00	\$ 76,800.00
8706	GWTA Rental	GWTA	Trend for past 3 years is approximately \$59,692 average. (Sheet-FGITRND FUND 11 REVENUE (PROG 8000).xls) For the ental of the building that the City owns to GWTA. Urban \$3,038.00 + Rural \$2,296.92=\$5,334.92/month	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00
8911	Golden Leaf Grant Proceeds		Moved to Capital Project Fund S1105 for the new project adopted in FY20.	\$ -	\$ -	\$ -
8912	Main Street Solutions Grant Reimb		None expected for FY20 or FY21	\$ -	\$ -	\$ -
8913	PARTF Grant Reimb.		None expected for FY20 or FY21	\$ -	\$ -	\$ -
8921	State Grants-NCDOT		Goldsboro Union Station (GUS) Roof Grant Reimbursement and for GUS Adaptive Reuse Study Grant Reimbursement. Final for GUS Reimbursement in FY20.			
8922	State Grants-PEG Channel		Per NCLM Memo \$27,211. Use FY20 amount for request. Cfg 4/26/2020 11:38 AM	\$ 27,211.00	\$ 27,400.00	\$ 27,400.00
8977	Donation/Charitable Contrib Revenue		None expected for FY20 or FY21	\$ -	\$ -	\$ -
8980	Federal US Marshall OT Reimburse		Past year approximately \$10K. FY20 is currently at \$11,417. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:41 AM	\$ 11,417.00	\$ 11,500.00	\$ 11,500.00
Total-Revenue Other Agencies-0003				\$ 11,176,460.65	\$ 13,281,028.56	\$ 15,014,633.44

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8156	Special Test Permits		10 Year Trend has been \$13,277 (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:42 AM	\$ 13,277.00	\$ 13,200.00	\$ 13,200.00
8158	False Alarms	FD	10 Year Trend has been \$2,012 (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:42 AM	\$ 2,012.00	\$ 2,000.00	\$ 2,000.00
8174	General Fund-Miscellaneous Recv	GWTA	10 Year Trend has been \$132,063. Current YTD is \$242,147.11. This represents the various "Miscellaneous" billings that the City processes, like Eastern Carolina Housing Authority fuel reimbursement billings. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:46 AM	\$ 242,147.00	\$ 132,100.00	\$ 132,100.00
8175	Cable TV	N/A	Reclassified to correct Orgn #0003.	\$ -	\$ -	\$ -
8177	Tennis Instructions	PR	10 Year Trend has been \$2,108. Current YTD \$360. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:48 AM	\$ 360.00	\$ 1,000.00	\$ 1,000.00
8183	Insufficient Check Penalty	N/A	10 Year Trend has been \$4,637. Current YTD \$2,089. Expect some effect from Covid-19 due to EO-124 that stops Utilities from charging late fees and penalties. It does not affect bad check fees, but due to economic downturn it could affect our ability to collect. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:50 AM	\$ 2,089.00	\$ 500.00	\$ 500.00
8245	Stormwater Management Fee	ENG	10 Year Trend has been \$14,197. Current YTD \$11,311. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:52 AM	\$ 14,197.00	\$ 14,200.00	\$ 14,200.00
8247	Event Center Rentals	GEC	Revenues have been reclassified to 8801, 8821, 8822 cfg 4/26/2020 11:52 AM	\$ 27,715.00	\$ -	\$ -
8271	Refuse Service	GAR	See Utility Sales Trends excel spreadsheet. Ref excel sheet Utility Sales Trends FY2021.xlsx.	\$ 3,296,933.00	\$ 3,296,900.00	\$ 3,296,900.00
8271A	Recycling Surcharge	GAR	New fee proposed to offset landfill and recycling charges			\$ 168,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8272	Cemetery Services	CEM	Trend for past 10 years is approximately \$61,728 average. YTD \$40,756. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 61,728.00	\$ 61,700.00	\$ 61,700.00
8274	Trash Penalties	GAR	Trend for past 5 years is approximately \$639 average. YTD \$245. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 639.00	\$ 600.00	\$ 600.00
8283	SJAFB Commercial Refuse Contract	GAR	New 10 Year service contract entered in FY2019. No trend information. YTD received through Dec 2019 billing \$135,185. Use same as budgeted estimate for Jun 30. Include 10% increase for FY20. cfg 4/26/2020 12:25 PM	\$ 251,518.00	\$ 276,700.00	\$ 276,700.00
8365	Basketball Entry Fee	PR	Trend for past 5 years is approximately \$0 average. YTD (\$80). (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ (100.00)	\$ -	\$ -
8368	Sale Of Recyclable Materials	GAR	Trend for past 5 years is approximately \$27,277 average. YTD 5,345. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 5,345.00	\$ 5,000.00	\$ 5,000.00
8371	Swimming Pools	PR	Trend for past 3 years is approximately \$17,461 average. YTD \$13,956. Expect there to be some effects from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 13,956.00	\$ 10,000.00	\$ 10,000.00
8379	Paramount Theater	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. cfg 4/26/2020 1:52 PM	\$ -	\$ -	\$ -
8385	Paramount Vendini Ticket Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. cfg 4/26/2020 1:52 PM	\$ -	\$ -	\$ -
8702	Governor's Crime Commission	PD	Moved to Police Special Revenue Funds P3102	\$ -	\$ -	\$ -
8801	GEC-Building Rental	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247 with \$27,715 YTD for FY20. YTD \$19,429.	\$ 19,429.00	\$ 59,000.00	\$ 59,000.00
8802	GEC-Amenities Rentals/Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. CFG 4/26/2020 12:08 PM	\$ -	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8803	GEC Income Retained from Deposits	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. CFG 4/26/2020 12:08 PM	\$ -	\$ -	\$ -
8821	GEC-Food & Beverage Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247 with \$27,715 YTD for FY20. YTD \$30.	\$ 30.00	\$ 1,000.00	\$ 1,000.00
8822	GEC-Alcohol Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247 with \$27,715 YTD for FY20. YTD \$1,765.	\$ 1,765.00	\$ 4,000.00	\$ 4,000.00
8840	PARAMOUNT-House Ticket Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 109,831.00	\$ 189,474.00	\$ 126,948.00
8841	PARAMOUNT-Ticket Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 76,432.00	\$ 126,316.00	\$ 83,579.00
8842	PARAMOUNT-Ticket Sale Fee	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 6,808.00	\$ 6,000.00	\$ 6,000.00
8843	PARAMOUNT-Comp Ticket Fee	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 50.00	\$ 100.00	\$ 100.00
8844	PARAMOUNT-Setup Fee	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 200.00	\$ 200.00	\$ 200.00
8845	PARAMOUNT-Box Office Hours	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 175.00	\$ 200.00	\$ 200.00
8861	PARAMOUNT-Food & Beverage Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. Per Adam usually 2x cost. (#2926)	\$ 1,235.00	\$ 8,060.00	\$ 8,060.00
8862	PARAMOUNT-Alcohol Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. Per Adam usually 2x cost. (#2929)	\$ 160.00	\$ 9,000.00	\$ 9,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8913	PARTF Grant Reimb.	PR	None expected for FY20 or FY21	\$ -	\$ -	\$ -
8940	Golf Course Pro Shop Consignment	GLF	This is a new account starting FY19 to recognize revenue from consignment sale of golf clubs. YTD \$408 and FY19 \$7,751. Expect there to be some effects from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) We would only budget after the sales are made to appropriate the COGS of the clubs. cfg 4/26/2020 2:18 PM Obie/Felicia budgeted \$20K in 2920 - offset w/ \$20K	\$ 500.00	\$ -	\$ 20,000.00
8952	Golf Course Cart Fees	GLF	10 Year Trend has been \$222,648. Current YTD \$161,164. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 214,885.00	\$ 204,200.00	\$ 214,885.00
8955	Golf Course Concessions	GLF	7 Year Trend has been \$44,038. Current YTD \$29,690. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 37,607.00	\$ 35,800.00	\$ 37,607.00
8956	Golf Course Green Fees	GLF	10 Year Trend has been \$115,167. Current YTD \$85,832. FY19 \$76,813. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 108,721.00	\$ 103,300.00	\$ 108,721.00
8957	Golf Course Membership Dues	GLF	10 Year Trend has been \$121,863. Current YTD \$88,205. FY19 \$117,898. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 111,726.00	\$ 106,200.00	\$ 111,726.00
8958	Driving Range Fees	GLF	10 Year Trend has been \$17,914. Current YTD \$14,421. FY19 \$17,164. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 18,267.00	\$ 17,400.00	\$ 18,267.00
8959	Pro Shop Sales	GLF	10 Year Trend has been \$28,320. Current YTD \$14,043. FY19 \$21,695. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 17,788.00	\$ 16,900.00	\$ 17,788.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8960	Golf Lessons	GLF	7 Year Trend has been \$3,950. Current YTD \$35. FY19 \$1,105. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:50 AM	\$ 100.00	\$ 100.00	\$ 100.00
8961	Facility Rental Fees	PR	6 Year Trend has been \$28,294. Current YTD \$18,338. FY19 \$24,238. Expect some effect from Covid-19. Reduce Jun 30 to estimate 10 months, and use same for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:36 PM	\$ 20,375.00	\$ 20,400.00	\$ 20,400.00
8962	Park Rental Fees	PR	6 Year Trend has been \$9,050. Current YTD \$14,188. FY19 \$7,850. Expect some effect from Covid-19. Reduce Jun 30 to estimate 10 months, and use same for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:36 PM	\$ 15,764.00	\$ 15,800.00	\$ 15,800.00
8963	Youth Program Fees	PR	6 Year Trend has been \$58,563. Current YTD \$80,494. FY19 \$96,212. Expect some effect from Covid-19. Reduce Jun 30 to estimate 10 months, and use same for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:36 PM	\$ 89,438.00	\$ 89,500.00	\$ 89,500.00
8964	Adult Program Fees	PR	6 Year Trend has been \$25,422. Current YTD \$12,077. FY19 \$20,655. Expect some effect from Covid-19. Reduce Jun 30 to estimate 10 months, and use same for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:36 PM	\$ 13,418.00	\$ 13,500.00	\$ 13,500.00
8965	Special Event Fees	PR	6 Year Trend has been \$10,282. Current YTD \$19,178. FY19 \$18,615. Expect some effect from Covid-19. Reduce Jun 30 to estimate 10 months, and use same for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:36 PM	\$ 21,309.00	\$ 21,300.00	\$ 21,300.00
Total-Charges for Services-0004				\$ 4,817,829.00	\$ 4,861,650.00	\$ 4,969,581.00
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 83,419.00	\$ 84,000.00	\$ 84,000.00
8181	Cemetery Lot Sales		No lots to sell.	\$ -	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8184	Sale of Property		No large parcels planned for sale in FY21.	\$ 80.00	\$ -	\$ -
8206	Proceeds from Capital Lease		\$-0- for FY20 and FY21. All new debt or leases will be accounted for in 8267.	\$ -	\$ -	\$ -
8267	Loan Proceeds		Lease of Technology Equipment	\$ -	\$ -	\$ 360,000.00
8270	Loan Proceeds Installment Financing		Installment Financing Rolling Stock	\$ -	\$ -	\$ 832,830.00
8282	Street Assessment Interest		3 Year Trend has been \$158. Current YTD \$0. FY19 \$0. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:57 PM	\$ 100.00	\$ 100.00	\$ 100.00
8581	Equipment Sales		10 Year Trend has been \$61,200. Current YTD \$57,843. FY19 \$159,877. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:58 PM	\$ 77,124.00	\$ 75,000.00	\$ 75,000.00
8582	Sale of Land		No large parcels planned for sale in FY21.	\$ 7,295.00	\$ 10,000.00	\$ 10,000.00
8879	G.O. Bond Premiums Received					
Total-Capital Returns-0005				\$ 168,018.00	\$ 169,100.00	\$ 1,361,930.00
8122	Salaries/Payroll Attrition		No longer used. Salaries are budgeted as they are expected to be used.	\$ -	\$ -	\$ -
8123	Health Ins. Subsidy		Already taken out of departments budgets. Cfg 5/2/2019 4:45 PM	\$ -	\$ -	\$ -
8149	NC Controlled Substance Tax		Moved to Orgn 0003	\$ -	\$ -	\$ -
8153	Insurance Proceeds		Appropriated when expenditures are incurred.	\$ -	\$ -	\$ -
8160	General Fund Donation		Miscellaneous Citizen Donation	\$ 30.00	\$ -	\$ -
8190	Other Miscellaneous Revenue		Requested analysis by Terrie. Cfg 4/26/2020 3:39 PM	\$ 1,120,419.00	\$ 475,000.00	\$ 475,000.00
8192	Officers Fees		10 Year Trend has been \$21,467. Current YTD \$12,044. FY19 \$13,903. However, it has been steadily declining over the years. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 3:40 PM	\$ 14,052.00	\$ 14,000.00	\$ 14,000.00
8217	Donations & Spons-Human Relations		YTD FY20 \$64. Appropriate revenue as it is collected.	\$ 64.00	\$ -	\$ -
8218	Donations & Spons-Interfaith Breakf		YTD FY20 \$130. Appropriate revenue as it is collected.	\$ 130.00	\$ -	\$ -
8219	Donations & Spons-MLK Commemoration		YTD FY20 \$6,312. Appropriate revenue as it is collected.	\$ 6,312.00	\$ -	\$ -
8220	Donations & Spons-M Comm on Disab		YTD FY20 \$4,641. Appropriate revenue as it is collected.	\$ 4,641.00	\$ -	\$ -
8221	Donations & Spons-M Youth Council		YTD FY20 \$725. Appropriate revenue as it is collected.	\$ 725.00	\$ -	\$ -
8222	Donations & Spons-Poultry/Beak Week		YTD FY20 \$0. Appropriate revenue as it is collected.	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Revenues - Revenues				
Division:		~ - Revenues				
				Dept. Head-Catherine Gwynn		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8223	Donations & Spons-Special Pops		YTD FY20 \$5,277. Appropriate revenue as it is collected.	\$ 5,277.00	\$ -	\$ -
8224	Donations & Spons-Challenger Footbl		YTD FY20 \$2,743. Appropriate revenue as it is collected.	\$ 2,743.00	\$ -	\$ -
8225	Donations & Spons-Duke RX for Play		YTD FY20 \$3,794. Appropriate revenue as it is collected.	\$ 3,794.00	\$ -	\$ -
8293	Parking Tickets		10 Year Trend has been \$967. Current YTD \$1,695. FY19 \$2,333.Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 3:45 PM	\$ 1,695.00	\$ 1,500.00	\$ 1,500.00
8298	Local Grants		Duke Energy Grant Resiliency Grant for Goldsboro Fire Dept.	\$ 6,000.00	\$ -	\$ -
8595	Vending Machines Income					
8977	Donation/Charitable Contrib Revenue					
	Total-Miscellaneous Revenues-0006			\$ 1,165,882.00	\$ 490,500.00	\$ 490,500.00
58101	Shared Services General Fund to Utility Fund		Per Calculation	\$ 45,000.00	\$ 108,852.00	\$ 108,852.00
58102	Shared Services General Fund to Stormwater		Per Calculation	\$ 2,869,532.00	\$ 2,938,105.00	\$ 2,938,105.00
	Total-Shared Services-0007			\$ 2,914,532.00	\$ 3,046,957.00	\$ 3,046,957.00
8583	Fund Balance Withdrawal		None for Dept Request. MGR - Cemetery Reserve for Lawnmower \$12964.		\$ -	\$ 12,964.00
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ 12,964.00
	Total Revenues			\$ 37,728,102.85	\$ 39,377,890.56	\$ 42,425,220.44

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: CITY COUNCIL

DEPARTMENT OVERVIEW:

The City Council consists of a seven member governing board, which includes the Mayor and six council members. These elected officials provide leadership to the City of Goldsboro by adopting ordinances and resolutions, establishing policies, programs and procedures and raising sufficient revenue for governing the City of Goldsboro. These members are elected to a four-year non-staggered term.

GOALS/MAJOR OBJECTIVES:

During the City Council Retreat held in February 2020, City Council updated the City's vision and mission statements and retained the same goals. 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. Vision: An extraordinary, diverse experience. Goals: Safe and Secure Community, Strong and Diverse Economy, Exceptional Quality of Life, Racial and Cultural Harmony and Excellence in Government.

Ensure a strong financial position of the City by adequately managing financial resources.

SIGNIFICANT BUDGET ISSUES:

- Proactively work with legislators on the federal and state level to advocate for policy changes in the best interest of the long-term viability of the City of Goldsboro.
- Develop a plan of work for the City that balances the need for adequate fiscal and staffing resources to maintain prompt reliable service to the citizens of the City of Goldsboro in a cost effective manner.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Tim Salmon			
Dept #:	1011	Mayor & Council		~ = Division by Zero					
Division:	1011	~		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ (2,031.95)			\$ -	\$ -	*	\$ -	*
1211	Honorarium	\$ 56,230.42	\$ 65,475.00	\$ 65,475.00	\$ 65,475.00	\$ 65,475.00	0.00%	\$ 65,475.00	0.00%
1221	Mayor's Star Award	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 719.94			\$ -	\$ -	*	\$ -	*
1700	Board Member Expenses	\$ 23,551.03	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	0.00%	\$ 22,800.00	0.00%
1810	Social Security	\$ 6,158.25	\$ 5,936.00	\$ 5,936.00	\$ 6,753.04	\$ 6,753.04	13.76%	\$ 6,753.04	13.76%
	Total Salaries & Benefits	\$ 87,127.69	\$ 94,211.00	\$ 94,211.00	\$ 95,028.04	\$ 95,028.04	0.87%	\$ 95,028.04	0.87%
1922	Title Search & Legal Fees	\$ 137,384.06	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	0.00%	\$ 120,000.00	0.00%
1932	Medical Exams	\$ -			\$ -	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 93,012.49	\$ 80,000.00	\$ 80,000.00	\$ 93,012.49	\$ 80,000.00	0.00%	\$ 80,000.00	0.00%
2201	Comm/Empl Awards & Functions	\$ 7,394.43	\$ 4,050.00	\$ 4,050.00	\$ 3,000.00	\$ 4,600.00	13.58%	\$ 4,600.00	13.58%
2202	Luncheon/Dinner Meetings	\$ 4,993.95	\$ 1,970.00	\$ 1,970.00	\$ 1,900.00	\$ 2,000.00	1.52%	\$ 2,000.00	1.52%
2601	Office Supplies	\$ 171.96	\$ 500.00	\$ 500.00	\$ 300.00	\$ 350.00	*	\$ 225.00	*
2993	Operational Supplies	\$ 5,822.14	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00	-28.57%	\$ 3,250.00	-53.57%
3121	Travel	\$ 19,501.07	\$ 29,900.00	\$ 29,900.00	\$ 25,000.00	\$ 28,000.00	-6.35%	\$ 28,000.00	-6.35%
3250	Postage	\$ 129.02	\$ 150.00	\$ 150.00	\$ 175.00	\$ 175.00	*	\$ 175.00	*
3421	Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
3700	Advertising	\$ 15,000.00			\$ -	\$ -	*	\$ -	*
3814	P&R Poultry/Beak Week Expend.	\$ 1,043.75			\$ -	\$ -	*	\$ -	*
3914	Contract Services	\$ 477.18			\$ -	\$ -	*	\$ -	*
3997	City Election		\$ 35,000.00	\$ 35,000.00	\$ 65,538.02	\$ -	*	\$ -	*
4911	Subscriptions	\$ 151.76	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 18,704.00	\$ 17,550.00	\$ 17,550.00	\$ 15,300.00	\$ 16,550.00	-5.70%	\$ 16,550.00	-5.70%
6901	Mayor's Youth Council	\$ -			\$ -	\$ -	*	\$ -	*
9561	Office Supplies	\$ -	\$ 200.00	\$ 200.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*
	Total Operating Expenditures	\$ 303,785.81	\$ 296,520.00	\$ 296,520.00	\$ 329,525.51	\$ 256,875.00	-13.37%	\$ 255,000.00	-14.00%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Mayor & Council~ Budget	\$ 390,913.50	\$ 390,731.00	\$ 390,731.00	\$ 424,553.55	\$ 351,903.04	-9.94%	\$ 350,028.04	-10.42%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Mayor & Council - 1011				
Division:		~ - 1011				
Dept. Head-Tim Salmon						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular					
1211	Honorarium			\$ 65,475.00	\$ 65,475.00	\$ 65,475.00
1221	Mayor's Star Award					
1224	Cell Phone Stipend					
1700	Board Member Expenses			\$ 22,800.00	\$ 22,800.00	\$ 22,800.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 6,753.04	\$ 6,753.04	\$ 6,753.04
	Total Salaries & Benefits			\$ 95,028.04	\$ 95,028.04	\$ 95,028.04
1922	Title Search & Legal Fees			\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
1932	Medical Exams					
1991	Consultant Fees	Y		\$ 93,012.49	\$ 80,000.00	\$ 80,000.00
2201	Comm/Empl Awards & Functions		increase for promotional items for air show	\$ 3,000.00	\$ 4,600.00	\$ 4,600.00
2202	Luncheon/Dinner Meetings			\$ 1,900.00	\$ 2,000.00	\$ 2,000.00
2601	Office Supplies			\$ 300.00	\$ 350.00	\$ 225.00
2993	Operational Supplies			\$ 5,000.00	\$ 5,000.00	\$ 3,250.00
3121	Travel	Y		\$ 25,000.00	\$ 28,000.00	\$ 28,000.00
3250	Postage			\$ 175.00	\$ 175.00	\$ 175.00
3421	Copy Machine Cost			\$ 100.00	\$ 100.00	\$ 100.00
3700	Advertising					
3814	P&R Poultry/Beak Week Expend.					
3914	Contract Services					
3997	City Election			\$ 65,538.02	\$ -	\$ -
4911	Subscriptions	Y		\$ 100.00	\$ -	\$ -
4912	Fees & Dues	Y		\$ 15,300.00	\$ 16,550.00	\$ 16,550.00
6901	Mayor's Youth Council					
9561	Office Supplies			\$ 100.00	\$ 100.00	\$ 100.00
	Total Operating Expenditures			\$ 329,525.51	\$ 256,875.00	\$ 255,000.00
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Mayor & Council-~ Budget			\$ 424,553.55	\$ 351,903.04	\$ 350,028.04

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Friends of Seymour Per contract \$9250 fees +1042/travel expenses per month	\$ 61,500.00	\$ 61,500.00	\$ 61,500.00
2	Duncklee & Dunham, P.C. (environmental study)	\$ 11,112.49		
3	BR Kornegay, Inc. (Surveyor)	\$ 3,500.00		
4	Mercer Group (CM search)	\$ 16,900.00		
5	Other		\$ 18,500.00	\$ 18,500.00
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total - 1991 Consultant Fees		\$ 93,012.49	\$ 80,000.00	\$ 80,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Military Affairs Commission - Mayor		\$ 300.00	\$ 300.00
2	Military Affairs Commission - Councilmembers		\$ 1,800.00	\$ 1,800.00
3	Metro Mayors Annual Service Fees		\$ 8,150.00	\$ 8,150.00
4	Dancing Stars, Hot Topic, etc.		\$ 5,000.00	\$ 5,000.00
5	DGDC Board		\$ 50.00	\$ 50.00
6	Military Host Cities		\$ 250.00	\$ 250.00
7	Miscellaneous		\$ 1,000.00	\$ 1,000.00
8				
9				
10	YEAR END ESTIMATED	\$ 15,300.00		
	Total - 4912 Fees & Dues	\$ 15,300.00	\$ 16,550.00	\$ 16,550.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Mayor & Council - 1011
Division: ~ - 1011
Account: 3121 Travel

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Washington DC Legislative Trip, NC Main Street Conference		\$ 4,500.00	\$ 4,500.00
2	NCLM Annual City Vision Conference		\$ 4,650.00	\$ 4,650.00
3	Metro Mayors Annual Meeting, Metro Mayors Spring Meeting		\$ 900.00	\$ 900.00
4	Town Hall Day (Raleigh)		\$ 500.00	\$ 500.00
5	National League of Cities (Utah)		\$ 5,000.00	\$ 5,000.00
6	Association of Defense Communities-National Summit (DC)		\$ 7,100.00	\$ 7,100.00
7	Association of Defense Communities Installation Innovation		\$ 1,850.00	\$ 1,850.00
8	NC Black Elected Officials Conference (Beaufort)		\$ 3,000.00	\$ 3,000.00
9	Miscellaneous Dinners & Luncheons		\$ 500.00	\$ 500.00
10	ESTIMATED YEAR END	\$ 25,000.00		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
Total - 3121 Travel		\$ 25,000.00	\$ 28,000.00	\$ 28,000.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Mayor & Council - 1011
Division: ~ - 1011
Account: 4911 Subscriptions

Dept. Head-Tim Salmon

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1			\$ 100.00	\$ -	\$ -
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
Total - 4911 Subscriptions			\$ 100.00	\$ -	\$ -

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: CITY MANAGER'S OFFICE

DEPARTMENT OVERVIEW:

The Office of the City Manager oversees the day to day operations of city government through the management of fourteen departments and division heads, develops a balanced budget for consideration by the City Council, recommends plans for the continued organized growth and development of the City and is committed to developing citizen awareness and involvement. The City Clerk works in this office and maintains the permanent records of the City. The Public Information Officer maximizes information sharing with the public.

GOALS/MAJOR OBJECTIVES:

- Implement policies and directives approved by the City Council.
- Exercise proper management over all City departments and promote leadership development throughout the organization.
- Manage the development of the City's annual operating budget, monitor and make necessary adjustments throughout the year.
- Coordinate the development and utilization of public information outlets to maximize information sharing with the public.
- Maintain permanent records and respond to public records requests in a timely manner with accurate information.

SIGNIFICANT BUDGET ISSUES:

Develop a plan of work for the City that balances the need for adequate fiscal and staffing resources to maintain prompt reliable service to the citizens of the City of Goldsboro in a cost effective manner.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund: 11-General Fund		Dept. Head Tim Salmon							
Dept #:	1012 City Manager	~ = Division by Zero							
Division:	1012 ~	* = Change < \$500							
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 5/29/2020	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 428,650.95	\$ 563,676.09	\$ 563,676.09	\$ 517,711.20	\$ 569,033.71	0.95%	\$ 519,890.71	-7.77%
1220	Salaries & Wages Overtime	\$ 2,970.34			\$ -	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 937.50	\$ 1,440.00	\$ 1,440.00	\$ 720.00	\$ 720.00	-50.00%	\$ 720.00	-50.00%
1225	Car Allowance	\$ 6,092.27	\$ -	\$ -	\$ 10,079.94	\$ 10,079.94	~	\$ 10,079.94	~
1260	Salaries & Wages Part-Time	\$ -	\$ 33,280.00	\$ 33,280.00	\$ 33,280.00	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,852.92	\$ -	\$ -	\$ 2,476.00	\$ 2,478.00	~	\$ -	*
1276	Salary Reserve	\$ -			\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,200.16	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	~	\$ -	*
1280	Vacation Pay Out	\$ 17,727.63			\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 32,956.14	\$ 45,828.49	\$ 45,828.49	\$ 43,114.72	\$ 44,684.54	-2.50%	\$ 40,597.83	-11.41%
1821	NCLGERS-Retirement	\$ 36,629.55	\$ 49,934.37	\$ 49,934.37	\$ 57,204.51	\$ 59,287.33	18.73%	\$ 54,183.52	8.51%
1822	401-K Retirement	\$ 16,466.37	\$ 22,144.33	\$ 22,144.33	\$ 22,543.65	\$ 23,364.47	5.51%	\$ 21,227.63	-4.14%
1830	Hospital Insurance	\$ 26,381.98	\$ 25,440.00	\$ 25,440.00	\$ 26,160.00	\$ 26,160.00	2.83%	\$ 26,160.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 214.12	\$ -	\$ -	\$ 228.96	\$ 267.12	*	\$ 267.12	*
1850	Unemployment Compensation				\$ 282.00	\$ 282.00	*	\$ 282.00	*
1860	Worker's Compensation	\$ 1,144.00	\$ 1,201.00	\$ 1,201.00	\$ 1,237.00	\$ 1,237.00	3.00%	\$ 1,237.00	3.00%
Total Salaries & Benefits		\$ 573,223.93	\$ 742,944.28	\$ 742,944.28	\$ 716,837.98	\$ 739,394.11	-0.48%	\$ 674,645.75	-9.19%
1932	Medical Exams	\$ 97.00			\$ -	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 2,100.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 8,000.00	0.00%	\$ 8,000.00	0.00%
2202	Luncheon/Dinner Meetings	\$ -			\$ -	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 133.50	\$ 100.00	\$ 100.00	\$ 150.00	\$ 200.00	*	\$ 200.00	*
2601	Office Supplies	\$ 804.35	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
2993	Operational Supplies	\$ 11,018.42	\$ 13,000.00	\$ 13,000.00	\$ 8,000.00	\$ 6,000.00	-53.85%	\$ 2,750.00	-78.85%
3121	Travel	\$ 8,572.51	\$ 17,500.00	\$ 17,500.00	\$ 18,000.00	\$ 32,000.00	82.86%	\$ 12,250.00	-30.00%
3210	Telephone	\$ 2,218.52	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,200.00	4.76%	\$ 2,200.00	4.76%
3250	Postage	\$ 183.53	\$ 800.00	\$ 800.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
3330	Natural Gas	\$ 494.27			\$ -	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ 2,607.61	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	0.00%	\$ 3,300.00	0.00%
3511	Building Maintenance	\$ 48,770.03	\$ 13,400.00	\$ 13,400.00	\$ 13,000.00	\$ 13,400.00	0.00%	\$ 10,050.00	-25.00%
3521	Office Machine Maintenance	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%
3522	Machine/Equipment Maintenance	\$ 497.36			\$ -	\$ -	*	\$ -	*
3700	Advertising	\$ 5,187.50	\$ 9,500.00	\$ 9,500.00	\$ 9,000.00	\$ 24,000.00	152.63%	\$ 7,125.00	-25.00%
3702	Communications and Marketing	\$ 18,517.46	\$ 15,000.00	\$ 15,000.00	\$ 14,000.00	\$ 33,000.00	120.00%	\$ 11,250.00	-25.00%
3703	Air Show Donation	\$ 15,000.00			\$ -	\$ 15,000.00	~	\$ 15,000.00	~
3911	Public Notices	\$ 26,530.51	\$ 22,000.00	\$ 22,000.00	\$ 18,000.00	\$ 20,000.00	-9.09%	\$ 5,000.00	-77.27%
3914	Contract Services	\$ 32,470.27	\$ 37,450.00	\$ 37,450.00	\$ 38,000.00	\$ 52,000.00	38.85%	\$ 37,450.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Tim Salmon			
Dept #:		1012	City Manager		~ = Division by Zero				
Division:		1012	~		* = Change < \$500				
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 5/29/2020	FY19-20 Adopted V. SUB % Δ Incr/(Decr)
3950	Education Reimbursement	\$ 984.42	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 2,500.00	127.27%	\$ 1,250.00	13.64%
3998	Codify Ordinances	\$ 5,589.18	\$ 4,250.00	\$ 4,250.00	\$ 4,000.00	\$ 4,250.00	0.00%	\$ 4,250.00	0.00%
4404	TC Coley Expenses	\$ 74.84	\$ -	\$ -	\$ 6,000.00	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 3,246.00	\$ 3,408.00	\$ 3,408.00	\$ 3,408.00	\$ 3,583.00	5.13%	\$ 3,583.00	5.13%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*
4911	Subscriptions	\$ -	\$ 300.00	\$ 300.00	\$ 200.00	\$ 300.00	*	\$ 300.00	*
4912	Fees & Dues	\$ 2,466.50	\$ 4,350.00	\$ 4,350.00	\$ 4,000.00	\$ 6,000.00	37.93%	\$ 6,000.00	37.93%
4989	Union Station	\$ 99,570.18	\$ -	\$ 193,603.12	\$ 194,000.00	\$ -	*	\$ -	*
9561	Office Supplies	\$ 204.68	\$ 250.00	\$ 250.00	\$ 250.00	\$ 275.00	*	\$ 275.00	*
	Total Operating Expenditures	\$ 287,360.64	\$ 158,330.00	\$ 351,933.12	\$ 343,330.00	\$ 228,230.00	44.15%	\$ 132,205.00	-16.50%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total City Manager~ Budget	\$ 860,584.57	\$ 901,274.28	\$ 1,094,877.40	\$ 1,060,167.98	\$ 967,624.11	7.36%	\$ 806,850.75	-10.48%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Tim Salmon	Green Cell - Department Input
Dept #:	City Manager - 1012		
Division:	~ - 1012		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/29/2020
1210	Salaries & Wages Regular		New position Management Analyst	\$ 517,711.20	\$ 569,033.71	\$ 519,890.71
1220	Salaries & Wages Overtime					
1224	Cell Phone Stipend		ATCM	\$ 720.00	\$ 720.00	\$ 720.00
1225	Car Allowance			\$ 10,079.94	\$ 10,079.94	\$ 10,079.94
1260	Salaries & Wages Part-Time			\$ 33,280.00	\$ -	\$ -
1275	Salaries & Wages Bonus		6 @ \$413	\$ 2,476.00	\$ 2,478.00	\$ -
1276	Salary Reserve					
1278	Wellness Earnings		6 @ \$300	\$ 1,800.00	\$ 1,800.00	\$ -
1280	Vacation Pay Out					
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 43,114.72	\$ 44,684.54	\$ 40,597.83
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 57,204.51	\$ 59,287.33	\$ 54,183.52
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 22,543.65	\$ 23,364.47	\$ 21,227.63
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 26,160.00	\$ 26,160.00	\$ 26,160.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 228.96	\$ 267.12	\$ 267.12
1850	Unemployment Compensation		Provided by Finance	\$ 282.00	\$ 282.00	\$ 282.00
1860	Worker's Compensation		Provided by Finance	\$ 1,237.00	\$ 1,237.00	\$ 1,237.00
	Total Salaries & Benefits			\$ 716,837.98	\$ 739,394.11	\$ 674,645.75
1932	Medical Exams					
1991	Consultant Fees	Y		\$ 5,000.00	\$ 8,000.00	\$ 8,000.00
2202	Luncheon/Dinner Meetings					
2203	Employee Appreciation			\$ 150.00	\$ 200.00	\$ 200.00
2601	Office Supplies			\$ 600.00	\$ 1,000.00	\$ 750.00
2993	Operational Supplies			\$ 8,000.00	\$ 6,000.00	\$ 2,750.00
3121	Travel	Y		\$ 18,000.00	\$ 32,000.00	\$ 12,250.00
3210	Telephone			\$ 2,100.00	\$ 2,200.00	\$ 2,200.00
3250	Postage			\$ 200.00	\$ 200.00	\$ 200.00
3330	Natural Gas					
3421	Copy Machine Cost			\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
3511	Building Maintenance			\$ 13,000.00	\$ 13,400.00	\$ 10,050.00
3521	Office Machine Maintenance			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3522	Machine/Equipment Maintenance					

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Tim Salmon	Green Cell - Department Input
Dept #:	City Manager - 1012		
Division:	~ - 1012		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 5/29/2020
3700	Advertising		Special events	\$ 9,000.00	\$ 24,000.00	\$ 7,125.00
3702	Communications and Marketing		Jim Hinnant \$13K; PIO request \$20K consulting with PR Firm; Marketing Videos;	\$ 14,000.00	\$ 33,000.00	\$ 11,250.00
3703	Air Show Donation				\$ 15,000.00	\$ 15,000.00
3911	Public Notices		Moved \$15K to Planning Legal Notices	\$ 18,000.00	\$ 20,000.00	\$ 5,000.00
3914	Contract Services		Environcon (Fire Alarm Contract) \$2,700; Cummins (Generator) \$2,000; Piedmont Service Group \$26,500; Schindler Elevator \$5,200	\$ 38,000.00	\$ 52,000.00	\$ 37,450.00
3950	Education Reimbursement			\$ 1,100.00	\$ 2,500.00	\$ 1,250.00
3998	Codify Ordinances			\$ 4,000.00	\$ 4,250.00	\$ 4,250.00
4404	TC Coley Expenses			\$ 6,000.00		
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,408.00	\$ 3,583.00	\$ 3,583.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00
4911	Subscriptions	Y		\$ 200.00	\$ 300.00	\$ 300.00
4912	Fees & Dues	Y		\$ 4,000.00	\$ 6,000.00	\$ 6,000.00
4989	Union Station			\$ 194,000.00		
9561	Office Supplies			\$ 250.00	\$ 275.00	\$ 275.00
Total Operating Expenditures				\$ 343,330.00	\$ 228,230.00	\$ 132,205.00
Total Capital Outlay				\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total City Manager-~ Budget				\$ 1,060,167.98	\$ 967,624.11	\$ 806,850.75

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Tim Salmon

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 5/29/2020
1		Apprasials, etc	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 1991 Consultant Fees	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Tim Salmon		
Dept #: City Manager - 1012					
Division: ~ - 1012					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 5/29/2020
1		Washington DC Legislative Trip, NC Main Street Conference (Western, NC)		\$ 32,000.00	\$ 914.00
2		NCLM Annual City Vision Conference, NCCCMA Winter Conference			\$ 4,200.00
3		Annual NCAMC Conference, NC Main Street Conference (Western, NC)			\$ 1,660.00
4		NCLM Annual City Vision Conference, IIMC Regional			
5		NCCCMA Winter Conference, Annual NCAMC Conference			\$ 2,300.00
6		School of Govt Clerks Conference, NCAMC Regional Class (One Day Session)			\$ 630.00
7		Town Hall Day (Raleigh), NC Planning Association Conference			\$ 410.00
8		Metro Mayors Spring Meeting (Raleigh), Metro Mayors Annual Meeting			\$ 710.00
9		ICMA Southeast Regional Conference, FTA TIGER Meetings (Atlanta, GA)			\$ 1,361.00
10		ESTIMATED YEAR END	\$ 18,000.00		
11		Annual NCAMC Conference, NC Main Street Conference (WRIGHTSVILLE BEACH			\$ 2,830.00
12		NCCCMA 1 DAY CALL Conference			\$ 280.00
13		NC PLANNING CONFERENCE - RANDY			\$ 1,100.00
14		TIGER MEETING			\$ -
15		PIO - TRAVEL			\$ 1,500.00
16		OCTAVIUS			\$ 1,500.00
17		NCAMC - CITY CLERK			\$ 2,605.00
18		Cut per CM/ACM to FY20			\$ (4,500.00)
19		Cut per CM/ACM 20% FY20 \$17500			\$ (5,250.00)
		Total - 3121 Travel	\$ 18,000.00	\$ 32,000.00	\$ 12,250.00

SUPPORTING SCHEDULE		Fiscal Year FY20-21	
Fund:	11-General Fund	Dept. Head-Tim Salmon	
Dept #:	City Manager - 1012		
Division:	~ - 1012		
Account:	4911 Subscriptions		

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 5/29/2020
1		News Argus	\$ 200.00	\$ 200.00	\$ 200.00
2		News & Observer		\$ 100.00	\$ 100.00
3					
4					
5					
6					
7					
8					
9					
		Total - 4911 Subscriptions	\$ 200.00	\$ 300.00	\$ 300.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 11-General Fund
Dept #: City Manager - 1012
Division: ~ - 1012
Account: 4912 Fees & Dues

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 5/29/2020
1	IIMC, NC Association of Municipal Clerks (CC & DCC)		\$ 580.00	\$ 580.00
2	Wayne County Chamber (Military Affairs Comm. CM, ACM, ATCM)		\$ 900.00	\$ 900.00
3	NC City and County Managers Association (CM)		\$ 750.00	\$ 750.00
4	NC3C (PIO)		\$ 50.00	\$ 50.00
5	DGDC (ACM)		\$ 50.00	\$ 50.00
6	Three Eagles Rotary (CM & ATCM)		\$ 920.00	\$ 920.00
7	Association of Defense (CM)		\$ 250.00	\$ 250.00
8	American Planning Association (ACM)		\$ 600.00	\$ 600.00
9	IMCA (CM& ATCM)		\$ 1,900.00	\$ 1,900.00
10	ESTIMATED YEAR END	\$ 4,000.00		
11	NC3C			
12	ICMA			
	Total - 4912 Fees & Dues	\$ 4,000.00	\$ 6,000.00	\$ 6,000.00

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES

GOALS/MAJOR OBJECTIVES:

- A. **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 purchase an electronic learning training module to improve employee participation. **Actual-66%, Target-90%**. The 90% "Target" reflects that the City will make every effort to provide Cultural Diversity and Sensitivity Training to all employees. "Close to Target" is greater than 75%; "Needs Improvement" is anything less.
- B. **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. **Actual 34.3%, Target 59%**. The "Target" of 59% reflects the City diversity; "Close to Target" is considered $\geq 45\%$; anything less "Needs improvement".

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. Renewed 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.
2. Purchase of Electronic Learning Management System that will provide to all employees an avenue to complete internal trainings and professional development. To include Cultural Diversity & Sensitivity Training, with a target rate of $>90\%$ **Racial & Cultural Harmony**
3. Contract with a third party vendor to provided third criminal background checks.
4. Registration fees for career fairs and other recruitment events in efforts to target a more diverse workforce at a rate of 59% - **Workforce Representation**
5. External training for the Safety Officer, Human Resources Consultants and Director.

FISCAL YEAR 2020-2021 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 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.

SIGNIFICANT BUDGET ISSUES:

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 2020-2021 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES (OCCUPATIONAL HEALTH NURSE)

SIGNIFICANT BUDGET ISSUES:

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 continue to be filed on individual employee's health insurance.

GOALS/MAJOR OBJECTIVES:

- A. Provide monthly 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. Participate as a member of the Wellness Committee

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 program 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; 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.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Bernadette Dove			
Dept #:		1016	Human Resources		~ = Division by Zero				
Division:		1016	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 325,334.61	\$ 347,534.85	\$ 347,534.85	\$ 326,011.34	\$ 345,063.96	-0.71%	\$ 345,063.96	-0.71%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ 8,307.02	\$ -	\$ -	\$ 552.54	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,852.92	\$ -	\$ -	\$ 1,650.70	\$ 2,065.00	~	\$ -	*
1278	Wellness Earnings	\$ 1,096.30	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	~	\$ -	*
1280	Vacation Pay Out	\$ 895.43			\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 24,923.78	\$ 26,642.02	\$ 26,642.02	\$ 25,278.25	\$ 26,725.20	0.31%	\$ 26,452.47	-0.71%
1821	NCLGERS-Retirement	\$ 26,712.22	\$ 31,347.79	\$ 31,347.79	\$ 33,539.11	\$ 35,458.92	13.11%	\$ 35,304.54	12.62%
1822	401-K Retirement	\$ 12,025.76	\$ 13,901.11	\$ 13,901.11	\$ 13,217.38	\$ 13,973.96	0.52%	\$ 13,831.36	-0.50%
1830	Hospital Insurance	\$ 23,629.26	\$ 25,440.00	\$ 25,440.00	\$ 31,920.00	\$ 32,700.00	28.54%	\$ 32,700.00	28.54%
1835	Group Term Life Insurance Coverage	\$ 207.70	\$ -	\$ -	\$ 190.80	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation				\$ -	\$ 164.00	*	\$ 164.00	*
1860	Worker's Compensation	\$ 1,159.00	\$ 1,217.00	\$ 1,217.00	\$ 1,217.00	\$ 1,254.00	3.04%	\$ 1,254.00	3.04%
	Total Salaries & Benefits	\$ 426,887.67	\$ 446,802.77	\$ 446,802.77	\$ 435,797.12	\$ 459,815.83	2.91%	\$ 455,681.13	1.99%
1932	Medical Exams	\$ 506.09	\$ 150.00	\$ 150.00	\$ 256.00	\$ 256.00	*	\$ 256.00	*
1991	Consultant Fees	\$ 14,250.37	\$ 43,500.00	\$ 43,500.00	\$ 43,500.00	\$ 11,500.00	-73.56%	\$ 11,500.00	-73.56%
2121	Uniforms	\$ 265.67	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
2124	Shoes-Steel Toe	\$ 90.00	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*
2203	Employee Appreciation	\$ 120.76	\$ 128.00	\$ 128.00	\$ 128.00	\$ 128.00	*	\$ 128.00	*
2323	Other Training	\$ 2,247.57	\$ 2,500.00	\$ 2,500.00	\$ 2,600.00	\$ 4,460.00	78.40%	\$ 1,850.00	-26.00%
2325	Employee Training	\$ 1,660.48	\$ 4,000.00	\$ 4,000.00	\$ 11,000.00	\$ 28,000.00	600.00%	\$ 28,000.00	600.00%
2392	Health Maintenance Program	\$ 87,018.23	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00	0.00%	\$ 89,017.00	0.00%
2393	Employee Assistance Program	\$ 5,925.24	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 222.83	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 1,500.00	-25.00%
2502	Vehicle Fuel	\$ 330.74	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 600.00	-40.00%
2601	Office Supplies	\$ 1,229.95	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 1,500.00	-25.00%
2993	Operational Supplies	\$ 3,691.64	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 2,250.00	-25.00%
3121	Travel	\$ 4,465.31	\$ 4,000.00	\$ 4,000.00	\$ 5,422.33	\$ 7,300.00	82.50%	\$ 2,800.00	-30.00%
3210	Telephone	\$ 1,612.05	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	0.00%	\$ 1,920.00	0.00%
3250	Postage	\$ 117.92	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
3410	Printing	\$ 751.86	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 375.00	*
3421	Copy Machine Cost	\$ 2,972.30	\$ 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	\$ 9,564.94	\$ 11,750.00	\$ 11,750.00	\$ 11,750.00	\$ 12,500.00	6.38%	\$ 12,500.00	6.38%
3425	Health Fair	\$ -	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	\$ 2,000.00	5.26%	\$ 2,000.00	5.26%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	1016	Human Resources							
Division:	1016	~							
		Dept. Head Bernadette Dove							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3701	Employment Advertisements	\$ 1,226.88	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	25.00%	\$ 1,500.00	-25.00%
4521	Auto Liability	\$ 881.00	\$ 925.00	\$ 925.00	\$ 534.00	\$ 896.00	-3.14%	\$ 896.00	-3.14%
4541	Employee Personal Liability	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	*	\$ 31.00	*
4911	Subscriptions	\$ 772.00	\$ 850.00	\$ 850.00	\$ 790.00	\$ 800.00	-5.88%	\$ 800.00	-5.88%
4912	Fees & Dues	\$ 65,325.23	\$ 33,985.00	\$ 33,985.00	\$ 34,066.00	\$ 38,082.28	12.06%	\$ 37,082.28	9.11%
9561	Office Supplies	\$ 209.34	\$ 200.00	\$ 200.00	\$ 206.11	\$ 250.00	*	\$ 250.00	*
Total Operating Expenditures		\$ 205,489.40	\$ 214,056.00	\$ 214,056.00	\$ 222,370.44	\$ 216,890.28	1.32%	\$ 205,505.28	-3.99%
					\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Human Resources-~ Budget		\$ 632,377.07	\$ 660,858.77	\$ 660,858.77	\$ 658,167.56	\$ 676,706.11	2.40%	\$ 661,186.41	0.05%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Human Resources - 1016				
Division:		~ - 1016				
		Dept. Head-Bernadette Dove				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 326,011.34	\$ 345,063.96	\$ 345,063.96
1224	Cell Phone Stipend			\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time			\$ 552.54	\$ -	\$ -
1275	Salaries & Wages Bonus			\$ 1,650.70	\$ 2,065.00	\$ -
1278	Wellness Earnings			\$ 1,500.00	\$ 1,500.00	\$ -
1280	Vacation Pay Out					
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 25,278.25	\$ 26,725.20	\$ 26,452.47
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 33,539.11	\$ 35,458.92	\$ 35,304.54
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 13,217.38	\$ 13,973.96	\$ 13,831.36
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 31,920.00	\$ 32,700.00	\$ 32,700.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 190.80	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance		\$ 164.00	\$ 164.00
1860	Worker's Compensation		Provided by Finance	\$ 1,217.00	\$ 1,254.00	\$ 1,254.00
Total Salaries & Benefits				\$ 435,797.12	\$ 459,815.83	\$ 455,681.13
1932	Medical Exams		Funds will be used for medical expenses for department employees.	\$ 256.00	\$ 256.00	\$ 256.00
1991	Consultant Fees	y	Funds will pay cost for leadership training and criminal background checks. All other training will be provided via the Electronic Learning Management System.	\$ 43,500.00	\$ 11,500.00	\$ 11,500.00
2121	Uniforms		Funds will be used to purchase uniforms for HR staff.	\$ 300.00	\$ 300.00	\$ 300.00
2124	Shoes-Steel Toe		Funds will ne used to purchase safety shoes for Safety Officer.	\$ 150.00	\$ 150.00	\$ 150.00
2203	Employee Appreciation		Funds will be used for holiday party for department staff.	\$ 128.00	\$ 128.00	\$ 128.00
2323	Other Training	Y	Funds will be used for internal cost associated with professional development services, materials and supplies for department personnel.	\$ 2,600.00	\$ 4,460.00	\$ 1,850.00
2325	Employee Training		Funds will be used for internal professional development, activies . This includes the purchase of NeoGov Employee Electronic Learning Module. (\$17,000.00)	\$ 11,000.00	\$ 28,000.00	\$ 28,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Bernadette Dove	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Human Resources - 1016		
Division:	~ - 1016		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2392	Health Maintenance Program		Maintenance of the Wellness Program for all city personel, provide salary for Occupational Health Nurse, In-house Drug Testing and other health screens. Professional Development for Health Nurse. Educational Literature and training material for employees. Activity Incentives for health programs. Cost for maintenace of equipment.	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00
2393	Employee Assistance Program		Funds will be used to pay for contracted EAP services for all city employees.	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
2501	Vehicle Operation/Maintenance		Funds will be used for vehicle maintenance of the safety car and one pool car (used by all employees).	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00
2502	Vehicle Fuel		Funds will be used for the cost of fuel for safety vechile and pool car.	\$ 1,000.00	\$ 1,000.00	\$ 600.00
2601	Office Supplies		Funds will be used to purchase office supplies and small office equipment for the department.	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00
2993	Operational Supplies		Funds will be used Operational Supplies for Department.	\$ 3,000.00	\$ 3,000.00	\$ 2,250.00
3121	Travel		Funds will be used for travel expenditures for department staff to attend professional workshops and conferences. Expenses covered will include, lodging and meals.	\$ 5,422.33	\$ 7,300.00	\$ 2,800.00
3210	Telephone		Funds will be used for Cell phone & IPAD expenses for Safety Coordinator.	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00
3250	Postage		Funds will be used for cost associated with certified mail, returns and other departmental correspondence.	\$ 300.00	\$ 300.00	\$ 300.00
3410	Printing		Funds used to prinit various materials and documents to include certified mail, returns and other departmental correspondence.	\$ 500.00	\$ 500.00	\$ 375.00
3421	Copy Machine Cost		Funds will be used for the cost of reproducing copies of letters, memos, performance evaluations, faxes and scans.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3423	Employee Apprec Day/Meeting Support		Funds will be used to cover the cost of supplies, materials and awards for Employee Appreciation, Years of Service, Administration Assistant Day and Retirement s.	\$ 11,750.00	\$ 12,500.00	\$ 12,500.00

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested		
Fund:			11-General Fund	Green Cell - Department Input		
Dept #:			Human Resources - 1016			
Division:			~ - 1016			
			Dept. Head-Bernadette Dove			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3425	Health Fair		Funds will be used to cover cost of annual employee health fair (materials, supplies, food and entertainment).	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00
3701	Employment Advertisements		Cover cost for advertisement with professional organizations, NCLM and other sorces identified by hiring deoartments.	\$ 2,000.00	\$ 2,500.00	\$ 1,500.00
4521	Auto Liability		Provided by Finance	\$ 534.00	\$ 896.00	\$ 896.00
4541	Employee Personal Liability		Provided by Finance	\$ 31.00	\$ 31.00	\$ 31.00
4911	Subscriptions	Y	Funds will be used to cover cost of professional periodicals, resource materials and publications related to HR/Employment Law.	\$ 790.00	\$ 800.00	\$ 800.00
4912	Fees & Dues	Y	Funds will be used to cover cost of NeoGov annual fees, career fairs and other recruitment events, memberships in professional organizations (IPMA, OPMA, SHRM, PRIMA, and NC Safety Officials Association)	\$ 34,066.00	\$ 38,082.28	\$ 37,082.28
9561	Office Supplies		Funds will be used to purchase interoffice supplies via Finance Department.	\$ 206.11	\$ 250.00	\$ 250.00
Total Operating Expenditures				\$ 222,370.44	\$ 216,890.28	\$ 205,505.28
				\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total Human Resources-~ Budget				\$ 658,167.56	\$ 676,706.11	\$ 661,186.41

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	National Safety Conference/registration	\$ -	\$ 785.00	\$ -
2	NC Prima Safety/registration	\$ -	\$ 175.00	\$ -
3	NC Safety/NCALGESCO/registration	\$ -	\$ 150.00	\$ -
4	2 - NeoGov National Conference/registration	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
5	3 - Employment Law Update/registration	\$ 600.00	\$ 600.00	\$ 600.00
6	2 - IPMA NC State Conference/registration	\$ -	\$ 750.00	\$ -
7	Cut 30% of FY20 Adopt per CM/ACM			\$ (750.00)
8				
9				
10				
Total - 2323 Other Training		\$ 2,600.00	\$ 4,460.00	\$ 1,850.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Bernadette Dove		
Dept #: Human Resources - 1016					
Division: ~ - 1016					
Account: 1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Pay & Classification Study - Evergreen Solutions	\$ 32,500.00	\$ -	\$ -
2		Personnel Policy Update Update - Piedmont Traid COG	\$ 2,500.00	\$ -	\$ -
3		Diversity & Sensitivity Training	\$ 4,000.00	\$ -	\$ -
4		Reasonable Suspicion - Safe - T-Works, Inc	\$ 1,200.00	\$ -	\$ -
5		Customer Service	\$ 3,300.00	\$ -	\$ -
6		Leadership Training - Emotional Intelligence	\$ -	\$ 5,500.00	\$ 5,500.00
7		Background Checks	\$ -	\$ 6,000.00	\$ 6,000.00
8					
9					
10					
		Total - 1991 Consultant Fees	\$ 43,500.00	\$ 11,500.00	\$ 11,500.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Bernadette Dove		
Dept #: Human Resources - 1016					
Division: ~ - 1016					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		2 - IPMA NC State Conference	\$ -	\$ 610.00	\$ 610.00
2		2 - NeoGov National Conference	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
3		1- NC Safety/NCALGESCO Conference	\$ 500.00	\$ 350.00	\$ 350.00
4		2 - Community Relations Programs	\$ 140.00	\$ 140.00	\$ 140.00
5		1- Records Rentention Workshop	\$ -	\$ -	\$ -
6		1- OMPA Annual Conference	\$ 350.00	\$ 350.00	\$ 350.00
7		1 - National Safety Conference	\$ -	\$ 1,000.00	\$ 1,000.00
8		1- NC PRIMA Safety	\$ 475.00	\$ 350.00	\$ 350.00
9		Misc.	\$ 1,957.33	\$ 2,000.00	\$ 100.00
10		Cut Travel per BD			\$ (1,400.00)
11		Cut 30% of FY20 Adopt per CM/ACM			\$ (1,200.00)
12					
		Total - 3121 Travel	\$ 5,422.33	\$ 7,300.00	\$ 2,800.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Supervisors Legal Update	\$ 285.00	\$ 295.00	\$ 295.00
2	HR News Letter	\$ 350.00	\$ 350.00	\$ 350.00
3	Safety Update	\$ 155.00	\$ 155.00	\$ 155.00
4				
5				
6				
7				
8				
9				
10				
	Total - 4911 Subscriptions	\$ 790.00	\$ 800.00	\$ 800.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	1 - NC Associaton of Safety Officials	\$ 100.00	\$ 100.00	\$ 100.00
2	3 - IPMA Dues	\$ 298.00	\$ 447.00	\$ 447.00
3	1- OPMA Dues	\$ 50.00	\$ 50.00	\$ 50.00
4	2 - SHRM - Dues	\$ 418.00	\$ 418.00	\$ 418.00
5	1 - WCHR Association Dues	\$ 200.00	\$ 200.00	\$ 200.00
6	NeoGov	\$ 33,000.00	\$ 35,867.28	\$ 35,867.28
7	Career Fairs/Recruitment Events	\$ -	\$ 1,000.00	\$ 1,000.00
8	Cut per BD			\$ (1,000.00)
9				
10				
	Total - 4912 Fees & Dues	\$ 34,066.00	\$ 38,082.28	\$ 37,082.28

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: COMMUNITY RELATIONS

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 deep and diverse ways. The Department is the City's arbitrator, investigator, and/or compliance officer in some case for community conflicts and tensions arising from differences of race, color, national origin, gender, gender identity, sexual orientation, religion, employment, housing, federal laws, and disability. The Community Relations Department is committed to assisting the citizens of Goldsboro to develop mechanisms and community capacity to link the underlying interests of the community to 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 vital housing and community development programs. Some programs include rehabilitation of owner-occupied single family housing, homebuyer assistance for first-time homebuyers, public services, construction of affordable housing through CHDO activities, and demolishing of dilapidated housing units.

GOALS/MAJOR OBJECTIVES:

- Promoting an unbiased social environment for cultural awareness and sensitivity.
- Engaging the community in diversity and cultural activities and differences.
- Developing and maintaining partnerships that build inclusive community structures, processes and relationships that are equitably.
- Focusing to create and connect the community with housing and socioeconomic opportunities.

SIGNIFICANT BUDGET ISSUES:

- Allocation level of resources that will be needed by the Community Relations Department to execute authorized or proposed activities, consistent with organizational and community mandates and policy objectives to ensure racial and cultural harmony.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Shycole Simpson-Carter			
Dept #:		1017		~ = Division by Zero					
Division:		1017		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 86,672.54	\$ 89,453.31	\$ 89,453.31	\$ 92,552.29	\$ 89,898.93	0.50%	\$ 89,898.93	0.50%
1222	Summer Youth Program	\$ 40,831.16	\$ 20,264.00	\$ 20,264.00	\$ 33,886.00	\$ 39,150.00	93.20%	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,389.69	\$ -	\$ -	\$ 825.33	\$ 748.50	~	\$ -	*
1278	Wellness Earnings	\$ 634.70	\$ -	\$ -	\$ 398.13	\$ 450.00	*	\$ -	*
1810	Social Security	\$ 9,772.45	\$ 9,761.79	\$ 9,761.79	\$ 9,766.12	\$ 9,963.93	2.07%	\$ 6,877.27	-29.55%
1821	NCLGERS-Retirement	\$ 7,176.93	\$ 8,068.63	\$ 8,068.63	\$ 12,957.67	\$ 13,220.11	63.85%	\$ 9,178.68	13.76%
1822	401-K Retirement	\$ 6,112.14	\$ 6,855.65	\$ 6,855.65	\$ 5,106.47	\$ 5,209.90	-24.01%	\$ 3,595.96	-47.55%
1830	Hospital Insurance	\$ 9,549.14	\$ 9,540.00	\$ 9,540.00	\$ 7,821.04	\$ 9,810.00	2.83%	\$ 9,810.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 81.82	\$ -	\$ -	\$ 25.63	\$ 114.48	*	\$ 114.48	*
1860	Worker's Compensation	\$ 679.00	\$ 713.00	\$ 713.00	\$ 713.00	\$ 734.00	2.95%	\$ 734.00	2.95%
1899	Less: Reimbursed by Grants	\$ (9,861.80)	\$ -		\$ -	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 153,037.77	\$ 144,656.38	\$ 144,656.38	\$ 164,051.68	\$ 169,299.85	17.04%	\$ 120,209.32	-16.90%
1215	Disp/Legal Services-Admin	\$ 510.00			\$ -	\$ -	*	\$ -	*
1932	Medical Exams	\$ -			\$ -	\$ 608.00	~	\$ -	*
2201	Comm/Empl Awards & Functions	\$ 32,267.62	\$ 7,000.00	\$ 7,000.00	\$ 24,406.31	\$ 15,000.00	114.29%	\$ 11,000.00	57.14%
2202	Luncheon/Dinner Meetings	\$ 538.92	\$ 500.00	\$ 500.00	\$ 375.00	\$ 500.00	*	\$ 500.00	*
2203	Employee Appreciation	\$ -	\$ 48.00	\$ 48.00	\$ 48.00	\$ 48.00	*	\$ 48.00	*
2323	Other Training	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 8,197.28	309.86%	\$ 2,000.00	0.00%
2601	Office Supplies	\$ 1,739.30	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 2,000.00	-20.00%	\$ 1,375.00	-45.00%
2985	Meals & Nutrition Supplies	\$ 3,073.00	\$ 14,250.00	\$ 14,250.00	\$ 14,184.00	\$ 14,000.00	-1.75%	\$ 14,000.00	-1.75%
2993	Operational Supplies	\$ 1,520.77	\$ 1,800.00	\$ 1,800.00	\$ 2,543.18	\$ 2,500.00	38.89%	\$ 1,350.00	-25.00%
3121	Travel	\$ 3,486.28	\$ 8,000.00	\$ 8,000.00	\$ 2,527.53	\$ 2,652.31	-66.85%	\$ 2,652.31	-66.85%
3210	Telephone	\$ -			\$ -	\$ -	*	\$ -	*
3250	Postage	\$ 462.49	\$ 500.00	\$ 500.00	\$ 350.00	\$ 300.00	*	\$ 300.00	*
3421	Copy Machine Cost	\$ 3,215.40	\$ 1,300.00	\$ 1,300.00	\$ 967.15	\$ 1,084.00	-16.62%	\$ 1,084.00	-16.62%
3521	Office Machine Maintenance	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,378.84	125.26%	\$ 3,378.84	125.26%
3700	Advertising	\$ 1,962.04	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,800.00	-28.00%	\$ 1,175.00	-53.00%
3702	Communications and Marketing		\$ -	\$ -	\$ 900.00	\$ 1,600.00	~	\$ 1,600.00	~
3914	Contract Services	\$ 7,510.99			\$ -	\$ -	*	\$ -	*
4541	Employee Personal Liability	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	*	\$ 13.00	*
4912	Fees & Dues	\$ 207.00	\$ 275.00	\$ 275.00	\$ 162.01	\$ -	*	\$ -	*
9561	Office Supplies	\$ 305.42	\$ 250.00	\$ 250.00	\$ 1,478.00	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 56,812.23	\$ 42,436.00	\$ 42,436.00	\$ 54,954.18	\$ 53,981.43	27.21%	\$ 40,776.15	-3.91%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21		Dept. Head		Shycole Simpson-Carter				
Fund:	11-General Fund									
Dept #:	1017	Community Relations	~ = Division by Zero							
Division:	1017	Community Relations	* = Change < \$500							
			Purple Cell-Finance Input							
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Community Relations-Community Relations		\$ 209,850.00	\$ 187,092.38	\$ 187,092.38	\$ 219,005.86	\$ 223,281.28	19.34%	\$ 160,985.47	-13.95%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Community Relations - 1017				
Division:		Community Relations - 1017				
Dept. Head-Shycole Simpson-Carter						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		2 FTE (50% of Director's salary & 100% of CR Specialist salary)	\$ 92,552.29	\$ 89,898.93	\$ 89,898.93
1222	Summer Youth Program		45 PTE X \$870 salary per youth employee worked for six weeks within one of two designated track sessions for sixteen (16) hours per week.	\$ 33,886.00	\$ 39,150.00	\$ -
1275	Salaries & Wages Bonus		2 FTE (50% of Director's bonus & 100% of CR Specialist bonus)	\$ 825.33	\$ 748.50	\$ -
1278	Wellness Earnings		2 FTE X \$25 per employee per month (50% of Director's \$150 WE & 100% of CR Specialist \$300 WE)	\$ 398.13	\$ 450.00	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 9,766.12	\$ 9,963.93	\$ 6,877.27
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 12,957.67	\$ 13,220.11	\$ 9,178.68
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 5,106.47	\$ 5,209.90	\$ 3,595.96
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 7,821.04	\$ 9,810.00	\$ 9,810.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 25.63	\$ 114.48	\$ 114.48
1860	Worker's Compensation		Provided by Finance	\$ 713.00	\$ 734.00	\$ 734.00
1899	Less: Reimbursed by Grants					\$ -
Total Salaries & Benefits				\$ 164,051.68	\$ 169,299.85	\$ 120,209.32
1215	Disp/Legal Services-Admin		Please Use Acct #3700			\$ -
1932	Medical Exams		Random drug testing (2FTE X \$79) and TB skin tests for summer youth employees (15 PTE X \$30 per youth employee)	\$ -	\$ 608.00	\$ -
2201	Comm/Empl Awards & Functions		To offset any overage cost for City sponsor annual events and special awards (i.e., Martin Luther King, Jr. Holiday; Interfaith Breakfast; Human Relations Award Banquet; and Community Engagements to name a few)	\$ 24,406.31	\$ 15,000.00	\$ 11,000.00
2202	Luncheon/Dinner Meetings		Staff to attend robust community engagements (City sponsor and Community/Other Agencies Events) that foster racial and culture harmony, and civic engagement	\$ 375.00	\$ 500.00	\$ 500.00
2203	Employee Appreciation		2FTE X \$16 per employee for annual Christmas party allowance (CDBG funds can not be used for this purpose. Therefore, cost associated to CD Specialist has been added to totals.	\$ 48.00	\$ 48.00	\$ 48.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Shycole Simpson-Carter	Green Cell - Department Input
Dept #:	Community Relations - 1017		
Division:	Community Relations - 1017		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2323	Other Training	Y	As part of the Summer Youth Program 50 PTE youth participated in soft skills trainings and excursions for four hours per week on Wednesdays in both 6 wks tracks (FY19 cost charged to the City by Literacy Connection \$4,097.28 and meals were \$896.31), this line-item also support the registration fee for Mayor's Youth Council (MYC) to attend at least (3) weekend State Mini Leadership Conference @ \$200 fee X no more than 5 MYC and the Annual Spring Youth Council Convention @ \$275 fee X no more than 4 MYC	\$ 2,000.00	\$ 8,197.28	\$ 2,000.00
2601	Office Supplies		To purchase material and supplies needed for the day-to-day operations of the Department (i.e., toner, ink, pens, and/or various paper types/weights to name a few)	\$ 1,000.00	\$ 2,000.00	\$ 1,375.00
2985	Meals & Nutrition Supplies		Funding for agencies providing summer feeding programs	\$ 14,184.00	\$ 14,000.00	\$ 14,000.00
2993	Operational Supplies		To purchase supplies and minor equipment necessary for day-to-day operations of the Department (i.e., keyboards, monitors, and/or chairs to name a few)	\$ 2,543.18	\$ 2,500.00	\$ 1,350.00
3121	Travel	Y	Meals, lodging, per diem, or travel associated to line-item 2323	\$ 2,527.53	\$ 2,652.31	\$ 2,652.31
3210	Telephone					
3250	Postage		Mailing and shipping cost for various letters, brochure, equipment	\$ 350.00	\$ 300.00	\$ 300.00
3421	Copy Machine Cost		Rental cost and overage charges associated copier equipment	\$ 967.15	\$ 1,084.00	\$ 1,084.00
3521	Office Machine Maintenance		Cost and repair associated with printers and computers	\$ 1,500.00	\$ 3,378.84	\$ 3,378.84
3700	Advertising		Goldsboro News Argus' legal and non-legal print advertising department related events and programs offered	\$ 2,500.00	\$ 1,800.00	\$ 1,175.00
3702	Communications and Marketing		Curtis Media Group's online and radio marketing of City events facilitated by the Department	\$ 900.00	\$ 1,600.00	\$ 1,600.00
3914	Contract Services	Y		\$ -	\$ -	\$ -
4541	Employee Personal Liability		Provided by Finance	\$ 13.00	\$ 13.00	\$ 13.00
4912	Fees & Dues	Y	Renewal subscription to local publication	\$ 162.01	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Shycole Simpson-Carter	Green Cell - Department Input
Dept #:	Community Relations - 1017		
Division:	Community Relations - 1017		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
9561	Office Supplies		To purchase in-house supplies (i.e., City envelopes, pens, and pens to name a few)	\$ 1,478.00	\$ 300.00	\$ 300.00
	Total Operating Expenditures			\$ 54,954.18	\$ 53,981.43	\$ 40,776.15
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Community Relations-Community Relatio			\$ 219,005.86	\$ 223,281.28	\$ 160,985.47

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Shycole Simpson-Carter		
Dept #: Community Relations - 1017					
Division: Community Relations - 1017					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		State Mini Leadership Conference (Location TBD by State office) @ \$200 fee X no more than 5 MYC	\$ -	\$ 1,000.00	\$ 1,000.00
2		State Mini Leadership Conference (Location TBD by State office) @ \$200 fee X no more than 5 MYC	\$ -	\$ 1,000.00	\$ 1,000.00
3		State Mini Leadership Conference (Location TBD by State office) @ \$200 fee X no more than 5 MYC	\$ -	\$ 1,000.00	\$ 1,000.00
4		Annual Spring Youth Council Convention @ \$275 fee X no more than 4 MYC	\$ -	\$ 1,100.00	\$ 1,100.00
5		As part of the Summer Youth Program 50 PTE youth employees participated in soft skills trainings and excursions for four hours per week on Wednesdays in both 6 wks tracks (FY19 cost charged to the City by Literacy Connection \$4,097.28) this included Personnel, Materials & Supplies, Curriculum, Data Management and Equipment Rental & Maintenance 25% of the cost	\$ -	\$ 4,097.28	\$ -
6		GYC - 2019 Mini-Grant Conference in Rocky Mount, NC & 2019 Service Learning Day in Wilson, NC and FY19 SYEI	\$ 2,000.00		
7		Cut per CM/ACM			\$ (2,100.00)
8					
9					
10					
		Total - 2323 Other Training	\$ 2,000.00	\$ 8,197.28	\$ 2,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Shycole Simpson-Carter		
Dept #: Community Relations - 1017					
Division: Community Relations - 1017					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		State Mini Leadership Conference (Location TBD by State office) @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00
2		State Mini Leadership Conference (Location TBD by State office) @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00
3		State Mini Leadership Conference (Location TBD by State office) @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00
4		Annual Spring Youth Council Convention @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00
5		As part of the Summer Youth Program 50 PTE youth participated in soft skills trainings and excursions for four hours per week on Wednesdays in both 6 wks tracks (FY19 the program provided meals during Wednesdays' soft skills trainings and excursion for each 50 PTE youth = 896.31)	\$ -	\$ 896.31	\$ 896.31
6		GYC - 2019 Mini-Grant Conference in Rocky Mount, NC & 2019 Service Learning Day in	\$ 2,527.53		
7					
8					
9					
10					
		Total - 3121 Travel	\$ 2,527.53	\$ 2,652.31	\$ 2,652.31

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund:** 11-General Fund**Dept. Head-Shycole Simpson-Carter****Dept #:** Community Relations - 1017**Division:** Community Relations - 1017**Account:** 4912 Fees & Dues

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Goldsboro News Argus Subscription (Yearly) - will cover out of CDBG funds FY20	\$ 162.01	\$ -	
2					
3					
4					
5					
6					
7					
8					
9					
		Total - 4912 Fees & Dues	\$ 162.01	\$ -	\$ -

FISCAL YEAR 2020-21 BUDGET

DEPARTMENT/DIVISION: GENERAL GOV/PARAMOUNT THEATRE

DEPARTMENT OVERVIEW:

The Paramount Theatre is a historically significant and vital cultural resource for Goldsboro. Operated along with the Goldsboro Event Center as a single City Department, the Paramount Theatre strives to enhance quality of life by providing a safe, professional environment to nurture local interest in the performing arts, while presenting outstanding, diverse professional talent throughout the year. The Paramount draws patrons from outside the community to attend performances, while partnering with many local organizations to ensure that we remain an impactful and accessible cultural resource to all citizens.

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.
- Develop mission-specific community relationships to increase youth attendance, and diversity both on stage and in the audience.
- Facility maintenance, repairs, and improvements to maintain high profile and preserve City investment.
- Incorporate grant-funded residency workshops for community engagement in music, theatre, and dance.

SIGNIFICANT BUDGET ISSUES:

- Full-time Technical Director is requested. This role is an industry standard and operating without it is a safety issue.
- ASCAP/BMI/SESAC licensing fee covers all city departments.
- Building Maintenance includes all annual inspections and equipment maintenance.
- Carpet is worn and replacement is becoming essential and is not something that can be done in-house.
- Performing Art Series ticket revenues are expected to match or exceed artist fees.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Adam Twiss			
Dept #:		1018	Paramount		~ = Division by Zero				
Division:		1018	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 105,066.77	\$ 123,789.41	\$ 123,789.41	\$ 121,629.69	\$ 133,012.40	7.45%	\$ 133,012.40	7.45%
1220	Salaries & Wages Overtime	\$ 1,204.05	\$ -	\$ -	\$ 2,240.71	\$ 1,000.00	~	\$ 1,000.00	~
1224	Cell Phone Stipend	\$ 526.11	\$ 720.00	\$ 720.00	\$ 692.25	\$ 700.00	-2.78%	\$ 700.00	-2.78%
1260	Salaries & Wages Part-Time	\$ 107,778.54	\$ 103,875.13	\$ 103,875.13	\$ 103,437.96	\$ 84,353.44	-18.79%	\$ 64,353.44	-38.05%
1275	Salaries & Wages Bonus	\$ 926.46	\$ -	\$ -	\$ 1,069.02	\$ 826.00	~	\$ -	*
1278	Wellness Earnings	\$ 323.12	\$ -	\$ -	\$ 577.00	\$ 600.00	~	\$ -	*
1280	Vacation Pay Out	\$ 6,223.60			\$ 3,773.18	\$ -	*	\$ -	*
1810	Social Security	\$ 17,017.74	\$ 17,573.56	\$ 17,573.56	\$ 17,856.62	\$ 16,867.63	-4.02%	\$ 15,228.54	-13.34%
1821	NCLGERS-Retirement	\$ 9,132.44	\$ 12,607.94	\$ 12,607.94	\$ 13,193.16	\$ 13,818.05	9.60%	\$ 13,754.14	9.09%
1822	401-K Retirement	\$ 4,055.83	\$ 5,590.90	\$ 5,590.90	\$ 5,199.27	\$ 5,445.54	-2.60%	\$ 5,388.50	-3.62%
1830	Hospital Insurance	\$ 11,395.71	\$ 12,720.00	\$ 12,720.00	\$ 13,080.00	\$ 13,080.00	2.83%	\$ 13,080.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 75.59	\$ -	\$ -	\$ 76.32	\$ 76.32	*	\$ 76.32	*
1850	Unemployment Compensation	\$ 500.00	\$ 500.00	\$ 500.00	\$ 450.59	\$ 108.00	*	\$ 108.00	*
1860	Worker's Compensation	\$ 188.00	\$ 197.00	\$ 197.00	\$ 203.00	\$ 203.00	*	\$ 203.00	*
	Total Salaries & Benefits	\$ 264,413.96	\$ 277,573.94	\$ 277,573.94	\$ 283,478.77	\$ 270,090.37	-2.70%	\$ 246,904.33	-11.05%
1915	Bank Fees	\$ 721.95	\$ 1,000.00	\$ 1,000.00	\$ 675.25	\$ 680.00	-32.00%	\$ 680.00	-32.00%
1932	Medical Exams	\$ 97.00			\$ -	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 5,324.11	\$ 5,600.00	\$ 5,600.00	\$ 5,345.28	\$ 5,600.00	0.00%	\$ 5,600.00	0.00%
2121	Uniforms	\$ 418.68	\$ 750.00	\$ 750.00	\$ 400.00	\$ 400.00	*	\$ 400.00	*
2203	Employee Appreciation	\$ 19.19	\$ 32.00	\$ 32.00	\$ 32.00	\$ 50.00	*	\$ 50.00	*
2391	First Aid		\$ -	\$ -	\$ 1,519.00	\$ -	*	\$ -	*
2601	Office Supplies	\$ 410.03	\$ 1,200.00	\$ 1,200.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
2923	Merchandise for Resale-PARAMOUNT				\$ -	\$ -	*	\$ -	*
2926	Food & Beverage Resale-PARAMOUNT		\$ -	\$ -	\$ 1,679.36	\$ 4,030.46	~	\$ 2,030.46	~
2929	Alcohol for Resale-PARAMOUNT		\$ -	\$ -	\$ 1,783.95	\$ 4,500.00	~	\$ 2,250.00	~
2932	Food & Beverage Commission				\$ 1,783.95	\$ 4,500.00	~	\$ 2,250.00	~
2993	Operational Supplies	\$ 10,376.21	\$ 7,100.00	\$ 7,100.00	\$ -	\$ 850.00	-88.03%	\$ 850.00	-88.03%
3121	Travel	\$ 3,417.85	\$ 3,080.00	\$ 3,080.00	\$ 3,671.34	\$ 3,400.00	10.39%	\$ 900.00	-70.78%
3250	Postage	\$ 232.37	\$ 500.00	\$ 500.00	\$ 120.00	\$ 150.00	*	\$ 150.00	*
3310	Electricity	\$ 51,660.11	\$ 45,000.00	\$ 45,000.00	\$ 54,453.02	\$ 54,500.00	21.11%	\$ 33,750.00	-25.00%
3330	Natural Gas	\$ 7,676.51	\$ 5,000.00	\$ 5,000.00	\$ 2,792.37	\$ 2,800.00	-44.00%	\$ 1,550.00	-69.00%
3410	Printing	\$ 3,758.97	\$ 8,000.00	\$ 8,000.00	\$ 6,984.22	\$ 6,910.00	-13.63%	\$ 2,410.00	-69.88%
3421	Copy Machine Cost		\$ -	\$ -	\$ 685.08	\$ 700.00	~	\$ 700.00	~
3511	Building Maintenance	\$ 82,897.20	\$ 21,050.00	\$ 21,050.00	\$ 34,940.01	\$ 69,800.00	231.59%	\$ 29,350.00	39.43%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		1018	Paramount						
Division:		1018	~						
			Dept. Head Adam Twiss						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3700	Advertising	\$ 18,134.44	\$ 13,600.00	\$ 13,600.00	\$ 12,763.79	\$ 14,700.00	8.09%	\$ 8,800.00	-35.29%
3813	Paramount Ticket Payments	\$ 299,268.91			\$ 254,900.66	\$ 300,000.00	~	\$ 200,000.00	~
3950	Education Reimbursement	\$ -			\$ -	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 4,065.72	\$ 4,269.00	\$ 4,269.00	\$ 4,774.00	\$ 4,774.00	11.83%	\$ 4,774.00	11.83%
4541	Employee Personal Liability	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	*	\$ 6.00	*
4911	Subscriptions	\$ 162.00	\$ 162.00	\$ 162.00	\$ -	\$ 152.00	*	\$ 152.00	*
4912	Fees & Dues	\$ 1,149.60	\$ 2,710.00	\$ 2,710.00	\$ 1,761.96	\$ 1,615.00	-40.41%	\$ 1,615.00	-40.41%
4924	Performance Series	\$ 56,240.36	\$ 61,150.00	\$ 61,150.00	\$ 61,218.80	\$ 58,530.00	-4.28%	\$ 58,530.00	-4.28%
4933	Utility Refund	\$ -			\$ -	\$ -	*	\$ -	*
4990	Equipment Expense	\$ -			\$ -	\$ -	*	\$ -	*
9561	Office Supplies	\$ 28.10	\$ 200.00	\$ 200.00	\$ 99.60	\$ 100.00	*	\$ 100.00	*
	Total Operating Expenditures	\$ 546,065.31	\$ 180,409.00	\$ 180,409.00	\$ 461,174.63	\$ 543,757.46	201.40%	\$ 359,632.46	99.34%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Paramount-~ Budget	\$ 810,479.27	\$ 457,982.94	\$ 457,982.94	\$ 744,653.40	\$ 813,847.83	77.70%	\$ 606,536.79	32.44%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Paramount - 1018				
Division:		~ - 1018				
		Dept. Head-Adam Twiss				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		Reduce position due to new hire, Jim Grant	\$ 121,629.69	\$ 133,012.40	\$ 133,012.40
1220	Salaries & Wages Overtime		Incurred when part-time technicians work events that rent over 40 hours in one week. Will be covered by rental payments. Add \$1,500 if full-time TD not approved.	\$ 2,240.71	\$ 1,000.00	\$ 1,000.00
1224	Cell Phone Stipend		Adam Twiss	\$ 692.25	\$ 700.00	\$ 700.00
1260	Salaries & Wages Part-Time		Admin Asst. (17,353.44); Custodian (\$12,000)+Building Attendants (\$15,000)+Technicians (\$40,000); Add \$25,000 to technicians if FT TD not approved.	\$ 103,437.96	\$ 84,353.44	\$ 64,353.44
1275	Salaries & Wages Bonus		2 FT staff @ \$413/ea	\$ 1,069.02	\$ 826.00	\$ -
1278	Wellness Earnings		2 FT staff @ \$300/ea	\$ 577.00	\$ 600.00	\$ -
1280	Vacation Pay Out		FY20: Stephanie Slusser	\$ 3,773.18	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,856.62	\$ 16,867.63	\$ 15,228.54
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 13,193.16	\$ 13,818.05	\$ 13,754.14
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 5,199.27	\$ 5,445.54	\$ 5,388.50
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 13,080.00	\$ 13,080.00	\$ 13,080.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 76.32	\$ 76.32	\$ 76.32
1850	Unemployment Compensation		Provided by Finance	\$ 450.59	\$ 108.00	\$ 108.00
1860	Worker's Compensation		Provided by Finance	\$ 203.00	\$ 203.00	\$ 203.00
Total Salaries & Benefits				\$ 283,478.77	\$ 270,090.37	\$ 246,904.33
1915	Bank Fees			\$ 675.25	\$ 680.00	\$ 680.00
1932	Medical Exams			\$ -	\$ -	\$ -
2111	Cleaning Supplies		Soap, paper towels, toilet paper, trash bags \$1600); /Misc. cleaning supplies(\$300); UniFirst contract for rug cleaning (\$1920)	\$ 5,345.28	\$ 5,600.00	\$ 5,600.00
2121	Uniforms			\$ 400.00	\$ 400.00	\$ 400.00
2203	Employee Appreciation			\$ 32.00	\$ 50.00	\$ 50.00
2391	First Aid		FY20: AED machines	\$ 1,519.00	\$ -	\$ -
2601	Office Supplies			\$ 300.00	\$ 300.00	\$ 300.00
2923	Merchandise for Resale-PARAMOUNT		GL account offset #8863	\$ -	\$ -	\$ -
2926	Food & Beverage Resale-PARAMOUNT		GL account offset #8861	\$ 1,679.36	\$ 4,030.46	\$ 2,030.46
2929	Alcohol for Resale-PARAMOUNT		GL account offset #8862	\$ 1,783.95	\$ 4,500.00	\$ 2,250.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Adam Twiss	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Paramount - 1018		
Division:	~ - 1018		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2932	Food & Beverage Commission		ABC Permits (\$400 beer; \$400 wine); Wayne Tax Collector (\$50) (All came from 1018-2993 FY20)		\$ 850.00	\$ 850.00
2993	Operational Supplies		Movie licenses (\$3500); Physical blu-rays/DVDs (\$100); Square Service Fees (12 @ \$5=\$60); Ticket Stock (\$600); Piano Tuning (6 @ \$125 = \$750); Movie Night Door prizes (\$200); Misc. Lobby, decoration, front of house (\$1500); Misc. Technical supplies (\$2500)	\$ 10,268.95	\$ 9,210.00	\$ 4,685.00
3121	Travel	Y	See Schedule; per Adam due to covid 19 issues this can be reduced to about \$1,000 most have been cancelled or going online. Cfg 4/29/2020 10:50 AM	\$ 3,671.34	\$ 3,400.00	\$ 900.00
3250	Postage		Mailing tickets. Covered by fee through ticketing income.	\$ 120.00	\$ 150.00	\$ 150.00
3310	Electricity			\$ 54,453.02	\$ 54,500.00	\$ 33,750.00
3330	Natural Gas			\$ 2,792.37	\$ 2,800.00	\$ 1,550.00
3410	Printing		Series Brochures (\$1500); Series Programs (\$4,500); Window posters (20@ \$18=\$360); banners (11 @ \$50= \$550)	\$ 6,984.22	\$ 6,910.00	\$ 2,410.00
3421	Copy Machine Cost			\$ 685.08	\$ 700.00	\$ 700.00
3511	Building Maintenance		HVAC Maintenance Contract (\$20,000); Elevator Maintenance (\$2,800); Sprinkler/Backflow Inspection (\$375); Elevator Inspection (\$175); Rigging Inspection (\$3,000); Fire Alarm Monitoring (\$300); Light Bulbs/Batteries (\$1000); Misc. Building Maintenance inc. paint, tools, etc. (\$4,000); 15x15 tent to help support chamber events (\$450); Carpet replacement in lobby and auditorium (\$38,000) (due to issues this year, per Adam remove the carpet \$38K)	\$ 34,940.01	\$ 69,800.00	\$ 29,350.00
3700	Advertising		The Buzz (\$2000); Go Magazine (\$1,000); Other Print (\$1,500); Curtis Media (\$2500); Other Radio (\$1,500); Center Street Jam Fans (\$1,500); SFAFB (\$1,200); Social Media Promotions (\$1000); Other Misc. Advertising TBD (\$2,500)	\$ 12,763.79	\$ 14,700.00	\$ 8,800.00
3813	Paramount Ticket Payments		Expenditures from January 2020 - previously in wash account. All funds covered by incoming ticketing revenue; GL # 8841, 8842	\$ 254,900.66	\$ 300,000.00	\$ 200,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Adam Twiss	Green Cell - Department Input
Dept #:	Paramount - 1018		
Division:	~ - 1018		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3950	Education Reimbursement			\$ -	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 4,774.00	\$ 4,774.00	\$ 4,774.00
4541	Employee Personal Liability		Provided by Finance	\$ 6.00	\$ 6.00	\$ 6.00
4911	Subscriptions	Y	Goldsboro News Argus (In Fees & Dues, FY20)	\$ -	\$ 152.00	\$ 152.00
4912	Fees & Dues	Y	Music Licenses (ASCAP, BMI, SESAC)	\$ 1,761.96	\$ 1,615.00	\$ 1,615.00
4924	Performance Series		Good Morning Nags (\$2000+\$500 backline+\$250 hospo); Twin Kennedy (\$3500+100 hospo); Symphony (\$14,000+\$30 hospo); Yolanda Rabun (\$8000+\$100 backline + \$100 hospo); Jimmy Fortune (\$8,500 + \$500 hospo); The Joshua Show (\$4000+\$200 backline + \$150 hospo); Invertigo (\$5,000 + \$2,000 backline + \$1500 hospo); Black Box Dance (\$1500 backline + \$1500 hospo); Comedian TBD (\$5,000 + \$100 hospo); Per Adam - can be reduced by \$45K cfg 4/29/2020 10:49 AM	\$ 61,218.80	\$ 58,530.00	\$ 58,530.00
4933	Utility Refund					
4990	Equipment Expense			\$ -	\$ -	\$ -
9561	Office Supplies		copy paper	\$ 99.60	\$ 100.00	\$ 100.00
Total Operating Expenditures				\$ 461,174.63	\$ 543,757.46	\$ 359,632.46
Total Capital Outlay				\$ -	\$ -	\$ -
Total Debt Service						\$ -
Total Paramount-~ Budget				\$ 744,653.40	\$ 813,847.83	\$ 606,536.79

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Adam Twiss		
Dept #: Paramount - 1018					
Division: ~ - 1018					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		NC Presenters Consortium Summer Meeting - Adam Twiss (\$110 registration; \$110 mileage; \$330 hotel; \$50 meals	\$ 948.41	\$ 600.00	\$ -
2		NC Presenters Consortium Summer Meeting - Service Manager (\$110 registration; \$172 mileage; \$330 hotel; \$120 meals)	\$ 702.00	\$ 600.00	\$ -
3		Arts Market - Every other year - Adam Twiss (\$125 registration; \$419.86 hotel & meal reimbursement)	\$ 544.86	\$ -	\$ -
4		Arts Market - Every other year - Service Manager (\$599.02 hotel & meal reimbursement)	\$ 599.02	\$ -	\$ -
5		NC Presenters Consortium - Bull Chat - Adam Twiss (ArtsMarket off years) (\$60 regsitration; \$250 hotel; \$25 mileage; \$60 meals)	\$ -	\$ 390.00	\$ -
6		DGDC Annual Banquet - Adam Twiss	\$ -	\$ 35.00	\$ 35.00
7		Local Meetings and Events (Chamber of Commerce, United Way, Community Affffairs, Arts Council of Wayne County)	\$ 125.00	\$ 150.00	\$ 150.00
8		SouthArts - Performing Arts Exchange (no longer exists)	\$ 515.04	\$ -	\$ -
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)	\$ -	\$ 1,250.00	\$ 340.00
10		NC Presenters Consortium - Winter Meeting - Adam Twiss (\$125 registration; \$125 hotel; \$125 mileage	\$ 237.01	\$ 375.00	\$ 375.00
11					
Total - 3121 Travel			\$ 3,671.34	\$ 3,400.00	\$ 900.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Adam Twiss

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Goldsboro News Argus (In 4912 for FY20)	\$ -	\$ 152.00	\$ 152.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ -	\$ 152.00	\$ 152.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	ASCAP Music License	\$ 369.00	\$ 370.00	\$ 370.00
2	BMI Music License	\$ 322.20	\$ 325.00	\$ 325.00
3	SESAC Music License	\$ 919.00	\$ 920.00	\$ 920.00
4	Goldsboro News Argus Subscription	\$ 151.76		
5				
6				
7				
8				
9				
10				
Total - 4912 Fees & Dues		\$ 1,761.96	\$ 1,615.00	\$ 1,615.00

FISCAL YEAR 2020-21 BUDGET

DEPARTMENT/DIVISION: GENERAL GOV/ EVENT CENTER

DEPARTMENT OVERVIEW:

The Goldsboro Event Center is operated along with the Paramount Theatre as a single City Department 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 and cross-over scheduling with Paramount Theatre.
- Collaborate with Golf Course on tournaments and activities for increased revenue-producing facility and bar use.
- Enhance social media and online presence.
- Initiate local “Wedding Expo” to be held at GEC annually.

SIGNIFICANT BUDGET ISSUES:

- Essential exterior façade repairs due to weather damage.
- Outside enhancements, including patio furniture and brick walkway.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Adam Twiss			
Dept #:		1020	Goldsboro Event Center		~ = Division by Zero				
Division:		1020	~		* = Change < \$500				
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 38,616.08	\$ 39,347.40	\$ 39,347.40	\$ 39,309.22	\$ 39,500.00	0.39%	\$ 40,430.84	2.75%
1260	Salaries & Wages Part-Time	\$ 20,719.03	\$ 26,500.00	\$ 26,500.00	\$ 20,333.53	\$ 30,096.00	13.57%	\$ 30,096.00	13.57%
1275	Salaries & Wages Bonus	\$ 463.23	\$ -	\$ -	\$ 412.65	\$ 450.00	*	\$ -	*
1810	Social Security	\$ 4,460.19	\$ 5,068.14	\$ 5,068.14	\$ 4,594.24	\$ 5,358.52	5.73%	\$ 5,395.30	6.46%
1821	NCLGERS-Retirement	\$ 3,165.49	\$ 3,548.62	\$ 3,548.62	\$ 4,031.77	\$ 4,054.93	14.27%	\$ 4,127.99	16.33%
1822	401-K Retirement	\$ 1,414.96	\$ 1,574.34	\$ 1,574.34	\$ 1,588.87	\$ 1,598.00	1.50%	\$ 1,617.23	2.72%
1830	Hospital Insurance	\$ 6,346.15	\$ 6,360.00	\$ 6,360.00	\$ 6,540.00	\$ 6,540.00	2.83%	\$ 6,540.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 44.13	\$ -	\$ -	\$ 38.16	\$ 38.16	*	\$ 38.16	*
1850	Unemployment Compensation				\$ 19.00	\$ 32.00	*	\$ 32.00	*
1860	Worker's Compensation	\$ 93.00	\$ 98.00	\$ 98.00	\$ 101.00	\$ 101.00	*	\$ 101.00	*
	Total Salaries & Benefits	\$ 75,322.26	\$ 82,496.50	\$ 82,496.50	\$ 76,968.44	\$ 87,768.60	6.39%	\$ 88,378.53	7.13%
1915	Bank Fees	\$ 6.49	\$ -	\$ -	\$ 797.19	\$ 800.00	~	\$ 800.00	~
2111	Cleaning Supplies	\$ 2,103.48	\$ 2,485.00	\$ 2,485.00	\$ 2,397.08	\$ 2,000.00	-19.52%	\$ 2,000.00	-19.52%
2121	Uniforms	\$ 253.66	\$ 700.00	\$ 700.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*
2203	Employee Appreciation	\$ 69.90	\$ 16.00	\$ 16.00	\$ 16.00	\$ 20.00	*	\$ 20.00	*
2391	First Aid	\$ -	\$ 50.00	\$ 50.00	\$ 20.00	\$ 20.00	*	\$ 20.00	*
2601	Office Supplies	\$ 56.26	\$ 426.00	\$ 426.00	\$ 100.00	\$ 150.00	*	\$ 150.00	*
2924	Merchandise for Resale-GEC				\$ -	\$ -	*	\$ -	*
2927	Food & Beverage Resale-GEC				\$ 350.00	\$ 500.00	*	\$ 500.00	*
2930	Alcohol for Resale-GEC		\$ -	\$ -	\$ 2,396.52	\$ 2,000.00	~	\$ 2,000.00	~
2993	Operational Supplies	\$ 11,855.43	\$ 20,025.00	\$ 20,025.00	\$ 17,123.38	\$ 5,640.00	-71.84%	\$ 5,640.00	-71.84%
3121	Travel		\$ 700.00	\$ 700.00	\$ -	\$ 700.00	0.00%	\$ 700.00	0.00%
3250	Postage	\$ 2.94	\$ 200.00	\$ 200.00	\$ 3.00	\$ 5.00	*	\$ 5.00	*
3310	Electricity	\$ 14,145.89	\$ 16,000.00	\$ 16,000.00	\$ 21,872.35	\$ 22,000.00	37.50%	\$ 12,000.00	-25.00%
3330	Natural Gas	\$ 4,122.02	\$ 5,000.00	\$ 5,000.00	\$ 3,384.36	\$ 3,500.00	-30.00%	\$ 1,650.00	-67.00%
3410	Printing	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	0.00%	\$ 800.00	-33.33%
3421	Copy Machine Cost		\$ 600.00	\$ 600.00	\$ 1,174.42	\$ 1,200.00	100.00%	\$ 1,200.00	100.00%
3511	Building Maintenance	\$ 29,145.09	\$ 13,665.00	\$ 13,665.00	\$ 13,905.05	\$ 13,100.00	-4.13%	\$ 10,600.00	-22.43%
3700	Advertising	\$ 4,206.18	\$ 5,950.00	\$ 5,950.00	\$ 4,414.18	\$ 4,500.00	-24.37%	\$ 2,250.00	-62.18%
4511	Multi-Peril Insurance	\$ 2,343.72	\$ 2,461.00	\$ 2,461.00	\$ 2,682.00	\$ 2,682.00	8.98%	\$ 2,682.00	8.98%
4541	Employee Personal Liability	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	*	\$ 3.00	*
8247	Event Center Rentals		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
9561	Office Supplies	\$ -	\$ 200.00	\$ 200.00	\$ 16.14	\$ 32.00	*	\$ 32.00	*
	Total Operating Expenditures	\$ 68,314.06	\$ 69,681.00	\$ 69,681.00	\$ 72,104.67	\$ 60,352.00	-13.39%	\$ 43,352.00	-37.79%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		1020	Goldsboro Event Center						
Division:		1020	~						
			Dept. Head Adam Twiss						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Goldsboro Event Center-~ Budget	\$ 143,636.32	\$ 152,177.50	\$ 152,177.50	\$ 149,073.11	\$ 148,120.60	-2.67%	\$ 131,730.53	-13.44%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Goldsboro Event Center - 1020				
Division:		~ - 1020				
		Dept. Head-Adam Twiss				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 39,309.22	\$ 39,500.00	\$ 40,430.84
1260	Salaries & Wages Part-Time			\$ 20,333.53	\$ 30,096.00	\$ 30,096.00
1275	Salaries & Wages Bonus			\$ 412.65	\$ 450.00	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 4,594.24	\$ 5,358.52	\$ 5,395.30
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 4,031.77	\$ 4,054.93	\$ 4,127.99
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 1,588.87	\$ 1,598.00	\$ 1,617.23
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 38.16	\$ 38.16	\$ 38.16
1850	Unemployment Compensation		Provided by Finance	\$ 19.00	\$ 32.00	\$ 32.00
1860	Worker's Compensation		Provided by Finance	\$ 101.00	\$ 101.00	\$ 101.00
Total Salaries & Benefits				\$ 76,968.44	\$ 87,768.60	\$ 88,378.53
1915	Bank Fees			\$ 797.19	\$ 800.00	\$ 800.00
2111	Cleaning Supplies		Toilet paper, paper towels,	\$ 2,397.08	\$ 2,000.00	\$ 2,000.00
2121	Uniforms			\$ 250.00	\$ 300.00	\$ 300.00
2203	Employee Appreciation			\$ 16.00	\$ 20.00	\$ 20.00
2391	First Aid			\$ 20.00	\$ 20.00	\$ 20.00
2601	Office Supplies			\$ 100.00	\$ 150.00	\$ 150.00
2924	Merchandise for Resale-GEC		New line item, formerly in 2993	\$ -	\$ -	\$ -
2927	Food & Beverage Resale-GEC		New line item, formerly in 2993 (Revenue #8861)	\$ 350.00	\$ 500.00	\$ 500.00
2930	Alcohol for Resale-GEC		New line item, formerly in 2993 (Revenue #8862)	\$ 2,396.52	\$ 2,000.00	\$ 2,000.00
2993	Operational Supplies		Dishwasher rental (\$1,140); Amenity additions (\$2,000); Misc. lobby and décor items (\$2,500)	\$ 17,123.38	\$ 5,640.00	\$ 5,640.00
3121	Travel	Y	Leadership Wayne - Ben Farlow; Budgeted for FY20 but not used. Moved to FY21	\$ -	\$ 700.00	\$ 700.00
3250	Postage			\$ 3.00	\$ 5.00	\$ 5.00
3310	Electricity			\$ 21,872.35	\$ 22,000.00	\$ 12,000.00
3330	Natural Gas			\$ 3,384.36	\$ 3,500.00	\$ 1,650.00
3410	Printing			\$ 1,200.00	\$ 1,200.00	\$ 800.00
3421	Copy Machine Cost			\$ 1,174.42	\$ 1,200.00	\$ 1,200.00
3511	Building Maintenance		HVAC contract (\$9,000); Pest Control (\$600); Misc. facility repairs (\$3,500)	\$ 13,905.05	\$ 13,100.00	\$ 10,600.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Goldsboro Event Center - 1020				
Division:		~ - 1020				
				Dept. Head-Adam Twiss		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3700	Advertising		Wedding Expos (\$2,000); Local print (\$1,500); Social Media (\$500); Other ads (\$500)	\$ 4,414.18	\$ 4,500.00	\$ 2,250.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,682.00	\$ 2,682.00	\$ 2,682.00
4541	Employee Personal Liability		Provided by Finance	\$ 3.00	\$ 3.00	\$ 3.00
8247	Event Center Rentals			\$ -	\$ -	\$ -
9561	Office Supplies			\$ 16.14	\$ 32.00	\$ 32.00
	Total Operating Expenditures			\$ 72,104.67	\$ 60,352.00	\$ 43,352.00
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service					\$ -
	Total Goldsboro Event Center-~ Budget			\$ 149,073.11	\$ 148,120.60	\$ 131,730.53

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Adam Twiss		
Dept #: Goldsboro Event Center - 1020					
Division: ~ - 1020					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Leadership Wayne - Ben Farlow - budgeted FY 20 but not used	\$ -	\$ 700.00	\$ 700.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3121 Travel	\$ -	\$ 700.00	\$ 700.00

FISCAL YEAR 2020-21 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 FY20-21							
Fund:		11-General Fund		Dept. Head		Allen Anderson			
Dept #:		1024	Inspections		~ = Division by Zero				
Division:		1024	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 429,591.25	\$ 440,630.16	\$ 440,630.16	\$ 435,320.61	\$ 403,957.92	-8.32%	\$ 402,034.63	-8.76%
1220	Salaries & Wages Overtime	\$ 386.74			\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 3,705.84	\$ -	\$ -	\$ 3,301.33	\$ 2,891.00	~	\$ -	*
1278	Wellness Earnings	\$ 1,407.88	\$ -	\$ -	\$ 750.00	\$ 750.00	~	\$ -	*
1280	Vacation Pay Out	\$ 4,076.07			\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 33,141.79	\$ 33,707.78	\$ 33,707.78	\$ 33,302.03	\$ 31,181.32	-7.50%	\$ 30,755.65	-8.76%
1821	NCLGERS-Retirement	\$ 35,529.41	\$ 39,745.30	\$ 39,745.30	\$ 44,185.04	\$ 41,371.29	4.09%	\$ 41,047.74	3.28%
1822	401-K Retirement	\$ 15,924.70	\$ 17,625.33	\$ 17,625.33	\$ 17,412.82	\$ 16,303.96	-7.50%	\$ 16,081.39	-8.76%
1830	Hospital Insurance	\$ 50,186.11	\$ 50,880.00	\$ 50,880.00	\$ 21,800.00	\$ 45,780.00	-10.02%	\$ 45,780.00	-10.02%
1835	Group Term Life Insurance Coverage	\$ 361.91	\$ -	\$ -	\$ 127.20	\$ 267.12	*	\$ 267.12	*
1850	Unemployment Compensation				\$ -	\$ 208.00	*	\$ 208.00	*
1860	Worker's Compensation	\$ 1,976.00	\$ 2,075.00	\$ 2,075.00	\$ 2,048.00	\$ 2,137.00	2.99%	\$ 2,137.00	2.99%
	Total Salaries & Benefits	\$ 576,287.70	\$ 584,663.57	\$ 584,663.57	\$ 558,247.03	\$ 544,847.61	-6.81%	\$ 538,311.52	-7.93%
1915	Bank Fees	\$ 10,273.28	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
1932	Medical Exams	\$ 54.00	\$ 200.00	\$ 200.00	\$ 170.00	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ -	\$ 2,000.00	\$ 12,000.00	\$ -	\$ 10,000.00	400.00%	\$ 10,000.00	400.00%
2123	Protective Clothing	\$ -	\$ 800.00	\$ 800.00	\$ 600.00	\$ 800.00	0.00%	\$ 800.00	0.00%
2203	Employee Appreciation	\$ 100.35	\$ 128.00	\$ 128.00	\$ 112.00	\$ 112.00	*	\$ 112.00	*
2323	Other Training	\$ 4,271.00	\$ 6,074.00	\$ 6,074.00	\$ 1,130.00	\$ 6,600.00	8.66%	\$ 6,074.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 3,089.13	\$ 5,000.00	\$ 5,000.00	\$ 3,600.00	\$ 5,000.00	0.00%	\$ 3,750.00	-25.00%
2502	Vehicle Fuel	\$ 4,060.53	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 10,000.00	0.00%	\$ 7,500.00	-25.00%
2601	Office Supplies	\$ 3,581.72	\$ 4,600.00	\$ 4,600.00	\$ 2,500.00	\$ 4,600.00	0.00%	\$ 3,450.00	-25.00%
2993	Operational Supplies	\$ 592.96	\$ 900.00	\$ 900.00	\$ 530.00	\$ 1,500.00	66.67%	\$ 675.00	-25.00%
3121	Travel	\$ 1,219.19	\$ 8,000.00	\$ 8,000.00	\$ 4,800.00	\$ 12,845.00	60.56%	\$ 5,600.00	-30.00%
3210	Telephone	\$ 3,653.30	\$ 3,840.00	\$ 3,840.00	\$ 5,600.00	\$ 6,000.00	56.25%	\$ 3,840.00	0.00%
3250	Postage	\$ 2,877.93	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3410	Printing	\$ 354.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 375.00	*
3421	Copy Machine Cost	\$ 598.15	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 1,400.00	40.00%	\$ 1,400.00	40.00%
3511	Building Maintenance				\$ -	\$ 25,000.00	~	\$ -	*
3522	Machine/Equipment Maintenance	\$ -	\$ 350.00	\$ 350.00	\$ 400.00	\$ 800.00	128.57%	\$ 262.00	*
3954	House Securement	\$ 4,090.00	\$ 5,000.00	\$ 5,000.00	\$ 3,255.00	\$ -	*	\$ -	*
3993	Building Demolition	\$ 18,228.00	\$ 200,200.00	\$ 385,888.00	\$ 200,200.00	\$ -	*	\$ -	*
4521	Auto Liability	\$ 1,524.00	\$ 1,600.00	\$ 1,600.00	\$ 1,475.00	\$ 1,549.00	-3.19%	\$ 1,549.00	-3.19%
4541	Employee Personal Liability	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	*	\$ 45.00	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	1024	Inspections							
Division:	1024	~							
		Dept. Head Allen Anderson							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4911	Subscriptions	\$ 81.00	\$ 200.00	\$ 200.00	\$ 187.00	\$ 200.00	*	\$ 200.00	*
4912	Fees & Dues	\$ 1,251.00	\$ 1,842.00	\$ 1,842.00	\$ 1,630.00	\$ 1,630.00	-11.51%	\$ 1,630.00	-11.51%
9561	Office Supplies	\$ 307.74	\$ 372.00	\$ 372.00	\$ 200.00	\$ 400.00	*	\$ 400.00	*
	Total Operating Expenditures	\$ 60,252.28	\$ 266,651.00	\$ 462,339.00	\$ 242,234.00	\$ 103,181.00	-61.30%	\$ 61,862.00	-76.80%
5412	Compact Pick-Up Trucks	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 20,404.00	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 20,404.00	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Inspections-~ Budget	\$ 636,539.98	\$ 876,314.57	\$ 1,072,002.57	\$ 820,885.03	\$ 648,028.61	-26.05%	\$ 600,173.52	-31.51%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Allen Anderson	Green Cell - Department Input
Dept #:	Inspections - 1024		
Division:	~ - 1024		

				Estimated Year	Department	Manager
	Object of Expenditure	Sched?	Detailed Justification	End Jun 30	Request	Recommend.
1210	Salaries & Wages Regular		1 FTE moved from Inspections to Planning	\$ 435,320.61	\$ 403,957.92	\$ 402,034.63
1220	Salaries & Wages Overtime					
1275	Salaries & Wages Bonus			\$ 3,301.33	\$ 2,891.00	\$ -
1278	Wellness Earnings			\$ 750.00	\$ 750.00	\$ -
1280	Vacation Pay Out					
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 33,302.03	\$ 31,181.32	\$ 30,755.65
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 44,185.04	\$ 41,371.29	\$ 41,047.74
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,412.82	\$ 16,303.96	\$ 16,081.39
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 21,800.00	\$ 45,780.00	\$ 45,780.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 127.20	\$ 267.12	\$ 267.12
1850	Unemployment Compensation		Provided by Finance		\$ 208.00	\$ 208.00
1860	Worker's Compensation		Provided by Finance	\$ 2,048.00	\$ 2,137.00	\$ 2,137.00
	Total Salaries & Benefits			\$ 558,247.03	\$ 544,847.61	\$ 538,311.52
1915	Bank Fees			\$ 7,500.00	\$ 10,000.00	\$ 10,000.00
1932	Medical Exams		Random Drug testiing for Inspections Department (5 people)	\$ 170.00	\$ 200.00	\$ 200.00
1991	Consultant Fees	Y	Fees to cover EnerGov Online Permitting/Consulting costs	\$ -	\$ 10,000.00	\$ 10,000.00
2123	Protective Clothing		Protective clothing for Inspectors (gloves, footwear)	\$ 600.00	\$ 800.00	\$ 800.00
2203	Employee Appreciation		Request \$16 pp for annual Christmas Party (7 people)	\$ 112.00	\$ 112.00	\$ 112.00
2323	Other Training	Y	State mandatory continuing ed classes and seminars	\$ 1,130.00	\$ 6,600.00	\$ 6,074.00
2501	Vehicle Operation/Maintenance		Operation expenses of all Inspection vehicles (4)	\$ 3,600.00	\$ 5,000.00	\$ 3,750.00
2502	Vehicle Fuel		Gas for all Inspection vehicles (4)	\$ 5,000.00	\$ 10,000.00	\$ 7,500.00
2601	Office Supplies		General office supplies and Toner cartridges (4 printers)	\$ 2,500.00	\$ 4,600.00	\$ 3,450.00
2993	Operational Supplies		Replacement batteries, fire extinguishers, Tool Boxes for Trucks	\$ 530.00	\$ 1,500.00	\$ 675.00
3121	Travel	Y	Annual meetings/seminars for Inspectors	\$ 4,800.00	\$ 12,845.00	\$ 5,600.00
3210	Telephone		Telephone charges for department	\$ 5,600.00	\$ 6,000.00	\$ 3,840.00
3250	Postage		Postage used for mailing Permits/Bus. Registration/ABC License	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00
3410	Printing		Building permit applications, job site cards, Occupancy cards etc.	\$ 300.00	\$ 500.00	\$ 375.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Inspections - 1024				
Division:		~ - 1024				
		Dept. Head-Allen Anderson				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3421	Copy Machine Cost		Lease & Ins/Year: \$1,082.76	\$ 500.00	\$ 1,400.00	\$ 1,400.00
3511	Building Maintenance		Removal & installation of carpet in Inspections/Plann/Eng. Dept		\$ 25,000.00	\$ -
3522	Machine/Equipment Maintenance		Est. Maintenance/Year: \$591.32	\$ 400.00	\$ 800.00	\$ 262.00
3954	House Securement		Moving to Planning Dept.	\$ 3,255.00		
3993	Building Demolition		Moving to Planning Dept.	\$ 200,200.00		
4521	Auto Liability		Provided by Finance	\$ 1,475.00	\$ 1,549.00	\$ 1,549.00
4541	Employee Personal Liability		Provided by Finance	\$ 45.00	\$ 45.00	\$ 45.00
4911	Subscriptions	Y	Goldsboro News Argus/This Old House	\$ 187.00	\$ 200.00	\$ 200.00
4912	Fees & Dues	Y	Fees and Dues required to be maintained by Inspectors	\$ 1,630.00	\$ 1,630.00	\$ 1,630.00
9561	Office Supplies		Copy paper/envelopes for Bus Res/License renewals	\$ 200.00	\$ 400.00	\$ 400.00
Total Operating Expenditures				\$ 242,234.00	\$ 103,181.00	\$ 61,862.00
5412	Compact Pick-Up Trucks		N/A	\$ 20,404.00	\$ -	\$ -
Total Capital Outlay				\$ 20,404.00	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total Inspections-~ Budget				\$ 820,885.03	\$ 648,028.61	\$ 600,173.52

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Inspections - 1024
Division: ~ - 1024
Account: 1991 Consultant Fees

Dept. Head-Allen Anderson

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Fees to cover EnerGov online permitting/consulting expenses		\$ 10,000.00	\$ 10,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 1991 Consultant Fees	\$ -	\$ 10,000.00	\$ 10,000.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	State Mandated Continuing Ed Classes (75 x 20) All Inspectors	\$ 805.00	\$ 1,500.00	\$ 1,500.00
2	Reg.for ICC/DOI Classes A. Anderson (Fire 111)		\$ 120.00	\$ 120.00
3	Reg.for ICC/DOI Classes Ray Fields (Bldg II)		\$ 120.00	\$ 120.00
4	Reg for ICC/DOI Classes Cindy Motsko (5 classes)	\$ 125.00	\$ 600.00	\$ 600.00
5	Reg for ICC/DOI Classes Sam Taylor (Plum 1 & Mech 111)	\$ 200.00	\$ 240.00	\$ 240.00
6	Reg. for Seminars (Mech, Elect, Energy) All Inspectors		\$ 219.00	\$ 219.00
7	ICC Exams (11 x \$175) All Inspectors		\$ 1,921.00	\$ 1,921.00
8	DOI exams (9 x \$20) All Inspectors		\$ 180.00	\$ 180.00
9	ICC/COI Certificate Fees - All Inspectors		\$ 1,700.00	\$ 1,700.00
10	Per CM/ACM cut back to FY20 Adopted			\$ (526.00)
11				
	Total - 2323 Other Training	\$ 1,130.00	\$ 6,600.00	\$ 6,074.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Allen Anderson		
Dept #: Inspections - 1024					
Division: ~ - 1024					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		NCBIA Meeting/Seminar (4days -All Inspectors)	\$ 1,100.00	\$ 1,500.00	\$ 1,500.00
2		NC Electrical Insp Ann. Mtg. (3 days - Raleigh NC - Sam Taylor)	\$ 600.00	\$ 700.00	\$ 700.00
3		NC Fire Insp Meeting - 2 people		\$ 500.00	\$ 500.00
4		NC Mechanical Insp. Conf. (3 days - Atlantic Beach NC - Ray Fields)		\$ 1,100.00	\$ 1,100.00
5		NC Plumbing Insp. Ann. Mtg (3 days - Kitty Hawk NC - Jason Baker)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6		NC Bldg Insp. Ann. Conf (3 days-Atlantic Beach-Anderson/Motsko)	\$ 1,600.00	\$ 1,800.00	\$ 1,800.00
7		Proposed classes for all Inspectors for certification advancement		\$ 3,661.00	\$ 3,661.00
8		Energy Conference (2 days - Allen Anderson)		\$ 500.00	\$ 500.00
9		NC Permitting Person. Assoc Ann. Mtg. (2 days-Shanita Coor)	\$ 500.00	\$ 600.00	\$ 600.00
10		Local Government Fed. Credit Union (Ray Fields)		\$ 1,484.00	\$ 1,484.00
11		Per CM/ACM cut to FY20 Adopted			\$ (4,845.00)
12		Per CM/ACM cut addtl 30% FY20 Adopted			\$ (2,400.00)
13					
		Total - 3121 Travel	\$ 4,800.00	\$ 12,845.00	\$ 5,600.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Allen Anderson

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Goldsboro News Argus (24 weeks sub. Renewed 2 times a year)	\$ 162.00	\$ 200.00	\$ 200.00
2		This Old House (6 issues \$25.00)	\$ 25.00		
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 187.00	\$ 200.00	\$ 200.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Allen Anderson		
Dept #: Inspections - 1024					
Division: ~ - 1024					
Account: 4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Wayne County Home Builders Association- Allen Anderson	\$ 405.00	\$ 405.00	\$ 405.00
2		N.C. Building Insp. Assoc. Dues - Allen Anderson	\$ 200.00	\$ 200.00	\$ 200.00
3		N.C. Mechanical Insp. Assoc. Dues - Ray Fields	\$ 100.00	\$ 100.00	\$ 100.00
4		N.C. Electrical Insp. Assoc. Dues- Sam Taylor	\$ 120.00	\$ 120.00	\$ 120.00
5		N.C. Plumbing Insp. Assoc. Dues - Jason Baker	\$ 100.00	\$ 100.00	\$ 100.00
6		N.C. Code Officials Qualif. Board (20 Certs. At \$10 ea) All Inspectors	\$ 200.00	\$ 200.00	\$ 200.00
7		N.C. Permitting Personnel Assoc. Lynn Measley & Shanita Coor	\$ 50.00	\$ 50.00	\$ 50.00
8		Int'l Code Council Mbrshp. - Allen Anderson	\$ 135.00	\$ 135.00	\$ 135.00
9		Int'l Assoc. of Electrical Inspectors - Sam Taylor	\$ 120.00	\$ 120.00	\$ 120.00
10		Cert. Renewal-Verisign Cert. for website credit cards	\$ 200.00	\$ 200.00	\$ 200.00
11					
		Total - 4912 Fees & Dues	\$ 1,630.00	\$ 1,630.00	\$ 1,630.00

FISCAL YEAR 2020-21 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 private investment in downtown.
2. Increase residential density and development. Encourage rehabilitation of and investment in existing properties.
3. Decrease vacancy rates from approximately 40% overall to 25%.
4. Increase quantity, diversity and quality of businesses.
5. Complete TIGER 16 Grant funded projects and position for investment in surrounding areas.
6. Conduct a Downtown Master Plan Refresh to focus on the above objectives.
7. Market Union Station for future use.
8. Continue our recent improved assistance to businesses and property owners.

SIGNIFICANT BUDGET ISSUES:

- Getting support for adequate staff to fulfill the expectations and new demands due to influx of interest in downtown and increased recent investments.
- Need for adequate incentives to meet recruitment, occupancy, development and reinvestment goals.
- Implementation of the ongoing and remaining public capital improvement projects approved in the Master Plan: Streetscape, The Hub and residential development.

EXPENDITURE SHEET		Fiscal Year FY20-21							
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		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 187,840.61	\$ 193,468.53	\$ 193,468.53	\$ 173,717.70	\$ 169,758.62	-12.26%	\$ 115,007.11	-40.56%
1220	Salaries & Wages Overtime	\$ 47.50			\$ -	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time	\$ 24,680.38	\$ 23,872.00	\$ 23,872.00	\$ 23,871.64	\$ 23,871.64	-0.00%	\$ 23,871.64	-0.00%
1275	Salaries & Wages Bonus	\$ 1,389.69	\$ -	\$ -	\$ 1,534.06	\$ 1,652.00	~	\$ -	*
1278	Wellness Earnings	\$ 692.40	\$ -	\$ -	\$ 750.00	\$ 900.00	~	\$ -	*
1280	Vacation Pay Out		\$ -	\$ -	\$ 10,334.27	\$ -	*	\$ -	*
1810	Social Security	\$ 15,698.75	\$ 16,653.93	\$ 16,653.93	\$ 16,080.89	\$ 15,007.94	-9.88%	\$ 10,624.22	-36.21%
1821	NCLGERS-Retirement	\$ 16,209.69	\$ 17,450.74	\$ 17,450.74	\$ 21,336.08	\$ 19,912.50	14.11%	\$ 14,179.52	-18.75%
1822	401-K Retirement	\$ 6,894.72	\$ 7,738.74	\$ 7,738.74	\$ 8,408.31	\$ 7,847.29	1.40%	\$ 5,555.15	-28.22%
1830	Hospital Insurance	\$ 19,038.46	\$ 19,080.00	\$ 19,080.00	\$ 19,620.00	\$ 19,620.00	2.83%	\$ 13,080.00	-31.45%
1835	Group Term Life Insurance Coverage	\$ 122.71	\$ -	\$ -	\$ 104.94	\$ 114.48	*	\$ 114.48	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 91.00	*	\$ 91.00	*
1860	Worker's Compensation	\$ 4,859.87	\$ 522.00	\$ 522.00	\$ 2,599.50	\$ 522.00	0.00%	\$ 522.00	0.00%
	Total Salaries & Benefits	\$ 277,474.78	\$ 278,785.94	\$ 278,785.94	\$ 278,357.38	\$ 259,297.47	-6.99%	\$ 183,045.12	-34.34%
1991	Consultant Fees	\$ 3,000.00	\$ 67,900.00	\$ 71,900.00	\$ 4,000.00	\$ 72,900.00	7.36%	\$ 5,000.00	-92.64%
2113	Beautification Program	\$ -			\$ -	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 68.48	\$ 48.00	\$ 48.00	\$ 36.00	\$ 36.00	*	\$ 36.00	*
2323	Other Training	\$ 50.00	\$ 5,400.00	\$ 5,400.00	\$ 883.70	\$ 1,649.00	-69.46%	\$ 1,649.00	-69.46%
2501	Vehicle Operation/Maintenance	\$ 921.82	\$ -	\$ -	\$ 25.25	\$ -	*	\$ -	*
2601	Office Supplies	\$ 4,140.45	\$ 5,705.00	\$ 5,705.00	\$ 4,629.71	\$ 5,705.00	0.00%	\$ 4,279.00	-25.00%
2993	Operational Supplies	\$ 4,091.26	\$ 3,100.00	\$ 3,100.00	\$ 1,962.93	\$ 3,100.00	0.00%	\$ 2,325.00	-25.00%
3121	Travel	\$ 4,263.64	\$ 6,390.00	\$ 6,390.00	\$ 3,217.10	\$ 7,040.00	10.17%	\$ 4,473.00	-30.00%
3250	Postage	\$ 2,306.87	\$ 5,700.00	\$ 5,700.00	\$ 2,682.50	\$ 2,850.00	-50.00%	\$ 2,850.00	-50.00%
3310	Electricity	\$ 4,903.66	\$ 6,600.00	\$ 6,600.00	\$ 5,436.37	\$ 7,200.00	9.09%	\$ 4,950.00	-25.00%
3421	Copy Machine Cost	\$ 1,087.89	\$ -	\$ -	\$ 3,572.26	\$ 5,718.13	~	\$ 5,718.13	~
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 950.00	\$ 950.00	~	\$ -	*
3511	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 756.00	~	\$ -	*
3521	Office Machine Maintenance	\$ 12,277.38	\$ 26,000.00	\$ 26,000.00	\$ -	\$ 456.12	*	\$ 456.12	*
3702	Communications and Marketing	\$ 9,221.36	\$ 5,000.00	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	50.00%	\$ 3,750.00	-25.00%
3914	Contract Services	\$ 819.00	\$ 756.00	\$ 756.00	\$ 756.00	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	~	\$ 1,250.00	~
4511	Multi-Peril Insurance	\$ 7,176.45	\$ 4,111.00	\$ 4,111.00	\$ 6,821.00	\$ 7,185.00	74.77%	\$ 7,185.00	74.77%
4541	Employee Personal Liability	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	*	\$ 13.00	*
4911	Subscriptions	\$ 267.15	\$ 212.00	\$ 212.00	\$ 212.00	\$ 212.00	*	\$ 212.00	*

EXPENDITURE SHEET		Fiscal Year FY20-21								
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			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4912	Fees & Dues		\$ 1,100.00	\$ 800.00	\$ 800.00	\$ 650.00	\$ 650.00	-18.75%	\$ 650.00	-18.75%
4928	State Main Street Grant		\$ 2,316.32			\$ -	\$ -	*	\$ -	*
4991	Downtown Projects		\$ 12,275.24	\$ -	\$ -	\$ 109,413.19	\$ 266,000.00	~	\$ 66,000.00	~
9561	Office Supplies		\$ 84.30	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures		\$ 70,384.27	\$ 138,035.00	\$ 142,035.00	\$ 153,061.01	\$ 392,720.25	184.51%	\$ 111,096.25	-19.52%
						\$ -	\$ -	*	\$ -	*
	Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Downtown Development -Downtown Deve		\$ 347,859.05	\$ 416,820.94	\$ 420,820.94	\$ 431,418.39	\$ 652,017.72	56.43%	\$ 294,141.37	-29.43%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Downtown Development - 1025				
Division:		Downtown Development - 1025				
				Dept. Head-Erin Fonseca		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		3 FTE	\$ 173,717.70	\$ 169,758.62	\$ 115,007.11
1220	Salaries & Wages Overtime		we use the CTE/CTT system for overtime accrued	\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time		1 month period without admin	\$ 23,871.64	\$ 23,871.64	\$ 23,871.64
1275	Salaries & Wages Bonus		3 FTE @ \$413.00/ea 1PTE @ \$413.00/ea	\$ 1,534.06	\$ 1,652.00	\$ -
1278	Wellness Earnings		3 FTE @ \$300/yr	\$ 750.00	\$ 900.00	\$ -
1280	Vacation Pay Out			\$ 10,334.27	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 16,080.89	\$ 15,007.94	\$ 10,624.22
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 21,336.08	\$ 19,912.50	\$ 14,179.52
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,408.31	\$ 7,847.29	\$ 5,555.15
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 19,620.00	\$ 19,620.00	\$ 13,080.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 104.94	\$ 114.48	\$ 114.48
1850	Unemployment Compensation		Provided by Finance		\$ 91.00	\$ 91.00
1860	Worker's Compensation		Provided by Finance	\$ 2,599.50	\$ 522.00	\$ 522.00
Total Salaries & Benefits				\$ 278,357.38	\$ 259,297.47	\$ 183,045.12
1991	Consultant Fees	Y	Public Art Consultant fixed fee of \$4,000.00, increase to \$5000 in 2020. Last refresh, was done in 2007. Desire to roll over funds reserved for the Master Plan Refresh, unable to advertise for in 19/20 FY	\$ 4,000.00	\$ 72,900.00	\$ 5,000.00
2113	Beautification Program					\$ -
2203	Employee Appreciation		3 @ \$12/ea	\$ 36.00	\$ 36.00	\$ 36.00
2323	Other Training	Y		\$ 883.70	\$ 1,649.00	\$ 1,649.00
2501	Vehicle Operation/Maintenance		we do not have City vehicles	\$ 25.25	\$ -	\$ -
2601	Office Supplies		Special paper for printing needs @ \$1,800, file folders and lables, legal pads and post its, envelopes for mailing out newsletters and sponsorships, mailing lables, binders, light bulbs, Culligan Water Cooler Rental (\$15/mo), soap, pens/pencils, paper clips, staples, thumb drives,	\$4,629.71	\$5,705.00	\$ 4,279.00
2993	Operational Supplies		Funding for this line item is estimated at \$125/mo for plaques, certificates, inner office holiday acknowledgements	\$ 1,962.93	\$ 3,100.00	\$ 2,325.00
3121	Travel	Y		\$ 3,217.10	\$ 7,040.00	\$ 4,473.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Downtown Development - 1025				
Division:		Downtown Development - 1025				
				Dept. Head-Erin Fonseca		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3250	Postage		6 months @ \$475/mo. For sponsorships, news letters, grant requests, etc.	\$ 2,682.50	\$ 2,850.00	\$ 2,850.00
3310	Electricity		12 months at \$600/mo	\$ 5,436.37	\$ 7,200.00	\$ 4,950.00
3421	Copy Machine Cost		Copier Cost - figure provided by IT	\$ 3,572.26	\$ 5,718.13	\$ 5,718.13
3510	Repairs (Insurance Claims)		used to cover damaged Public Art pieces on Center Street	\$ 950.00	\$ 950.00	\$ -
3511	Building Maintenance				\$ 756.00	\$ -
3521	Office Machine Maintenance		iPad Maintenance/Protection		\$ 456.12	\$ 456.12
3702	Communications and Marketing		Includes Facebook pushes, mailings/advertisement for public meetings, co-op advertising with Travel & Tourism for Billboards	\$ 7,500.00	\$ 7,500.00	\$ 3,750.00
3914	Contract Services	Y		\$ 756.00	\$ -	\$ -
3950	Education Reimbursement				\$ 2,500.00	\$ 1,250.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 6,821.00	\$ 7,185.00	\$ 7,185.00
4541	Employee Personal Liability		Provided by Finance	\$ 13.00	\$ 13.00	\$ 13.00
4911	Subscriptions	Y		\$ 212.00	\$ 212.00	\$ 212.00
4912	Fees & Dues	Y		\$ 650.00	\$ 650.00	\$ 650.00
4928	State Main Street Grant					
4991	Downtown Projects		1) Rehab Development performance incentive grant - 2 measures anticipated to be complete in 20/21 FY - \$200,000 (moved to Orgn 7315) 2) The Hub maintenance cost at \$10,000 3)The Hub facilities cost to upfit stage with screen, projector and speakers at \$30,000 4) Leasing Public Art for Center Street to include 9 pieces and crane rental and plaques at \$20,000 5) Banners for remaining 2 blocks of Streetscape and Hub at \$6000	\$ 109,413.19	\$ 266,000.00	\$ 66,000.00
9561	Office Supplies		copy paper from the City	\$ 300.00	\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 153,061.01	\$ 392,720.25	\$ 111,096.25
Total Capital Outlay				\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total Downtown Development -Downtown Dev				\$ 431,418.39	\$ 652,017.72	\$ 294,141.37

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Public Art Consultant	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
2		Downtown Master Plan Refresh	\$ -	\$ 67,900.00	\$ -
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 1991 Consultant Fees	\$ 4,000.00	\$ 72,900.00	\$ 5,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Erin Fonseca		
Dept #: Downtown Development - 1025					
Division: Downtown Development - 1025					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Main Street Conference Registration for 3 FT employees	\$ 300.00	\$ 450.00	\$ 450.00
2		Adobe Illustrator Classes	\$ -	\$ 449.00	\$ 449.00
3		Tuition Reimbursement-moved to #3950 (TLO)		\$ -	\$ -
4		Misc. Opportunities	\$ 583.70	\$ 750.00	\$ 750.00
5		UNC School of Government Exec. Leadership Class	\$ -		
6					
7					
8					
9					
10					
		Total - 2323 Other Training	\$ 883.70	\$ 1,649.00	\$ 1,649.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	NC Main Street Manager's Meeting-1/year required		\$ 370.00	\$ 370.00
2	NC Main Street Conference 3 persons at 2 nights @\$145/night plus food/travel at \$550	\$ 1,080.00	\$ 1,620.00	\$ 1,620.00
3	General Mileage Reimbursement 4 @ \$50/month	\$ 300.00	\$ 2,400.00	\$ 2,400.00
4	NCDDA Board Meetings Average of 200mi/trip @ 4/yr	\$ 62.10		
5	Community Support Costs i.e: Chamber events, Community Affairs Events, etc.	\$ 175.00	\$ 250.00	\$ 250.00
6	Staff Hosted Meetings 4 @ \$250 each	\$ 750.00	\$ 1,000.00	\$ 1,000.00
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	\$ 400.00	\$ 400.00
9	Misc Opportunities	\$ 250.00	\$ 800.00	\$ 800.00
10	Cut back to FY20 Adopted			\$ (650.00)
11	Cut back per CM/ACM 30% of FY20 \$6390.00			\$ (1,917.00)
12				
	Total - 3121 Travel	\$ 3,217.10	\$ 7,040.00	\$ 4,473.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Erin Fonseca****Dept #: Downtown Development - 1025****Division: Downtown Development - 1025****Account: 3914 Contract Services**

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Pest Control for Building at \$30/month-moved to #3511 (TLO)	\$ 360.00	\$ -	\$ -
2		Carolina Phone and Alarm-moved to #3511 (TLO)	\$ 396.00	\$ -	\$ -
3					
4					
5					
6					
7					
8					
9					
		Total - 3914 Contract Services	\$ 756.00	\$ -	\$ -

SUPPORTING SCHEDULE**Fiscal Year FY20-21****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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Our State Magazine	\$ 50.00	\$ 50.00	\$ 50.00
2		Goldsboro News Argus	\$ 162.00	\$ 162.00	\$ 162.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 212.00	\$ 212.00	\$ 212.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		NC Main Street Center	\$ 300.00	\$ 300.00	\$ 300.00
2		NC Downtown Development Association	\$ 350.00	\$ 350.00	\$ 350.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4912 Fees & Dues	\$ 650.00	\$ 650.00	\$ 650.00

FISCAL YEAR 2020-21 BUDGET

DEPARTMENT/DIVISION: INFORMATION TECHNOLOGY

DEPARTMENT OVERVIEW:

The Information Technology Department is responsible for all technology in the City. This includes computers, telephones, data/voice connections and all associated items.

GOALS/MAJOR OBJECTIVES:

- Continue replacement plan of equipment
- Replace current IT vehicles with vehicles that better meet our needs
- Increase staffing to meet the growing technology needs of the city
- 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
- Cost of Software maintenance and support
- Cost of future upgrades; technology replacement plans
- Training costs for IT related training

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Scott Williams			
Dept #:		1030	Information Technology		~ = Division by Zero				
Division:		1030	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 403,542.49	\$ 489,303.84	\$ 489,303.84	\$ 461,569.22	\$ 673,524.13	37.65%	\$ 516,749.91	5.61%
1220	Salaries & Wages Overtime	\$ 418.87			\$ -	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 5,094.96	\$ 5,040.00	\$ 5,040.00	\$ 5,040.00	\$ 7,920.00	57.14%	\$ 5,760.00	14.29%
1260	Salaries & Wages Part-Time	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 3,242.61	\$ -	\$ -	\$ 2,856.69	\$ 4,543.00	~	\$ -	*
1278	Wellness Earnings	\$ 2,054.12	\$ -	\$ -	\$ 1,979.00	\$ 3,300.00	~	\$ -	*
1280	Vacation Pay Out	\$ 1,383.75	\$ -	\$ -	\$ 2,273.62	\$ -	*	\$ -	*
1810	Social Security	\$ 30,224.88	\$ 37,822.79	\$ 37,822.79	\$ 36,239.47	\$ 52,730.47	39.41%	\$ 39,972.01	5.68%
1821	NCLGERS-Retirement	\$ 33,279.95	\$ 44,135.39	\$ 44,135.39	\$ 48,082.43	\$ 69,962.64	58.52%	\$ 53,348.26	20.87%
1822	401-K Retirement	\$ 14,905.74	\$ 19,572.19	\$ 19,572.19	\$ 18,948.74	\$ 27,571.49	40.87%	\$ 20,900.40	6.79%
1830	Hospital Insurance	\$ 38,076.93	\$ 44,520.00	\$ 44,520.00	\$ 71,940.00	\$ 71,940.00	61.59%	\$ 45,780.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 289.46	\$ -	\$ -	\$ 166.54	\$ 419.76	*	\$ 419.76	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 231.00	*	\$ 231.00	*
1860	Worker's Compensation	\$ 1,173.61	\$ 773.00	\$ 773.00	\$ 763.00	\$ 796.00	2.98%	\$ 796.00	2.98%
	Total Salaries & Benefits	\$ 533,687.37	\$ 641,167.21	\$ 641,167.21	\$ 649,858.71	\$ 912,938.48	42.39%	\$ 683,957.33	6.67%
1932	Medical Exams	\$ 27.00	\$ -	\$ -	\$ 138.00	\$ 345.00	*	\$ -	*
1991	Consultant Fees	\$ 9,666.39	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 77,000.00	381.25%	\$ 30,000.00	87.50%
2124	Shoes-Steel Toe	\$ 491.90	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00	\$ 1,170.00	8.33%	\$ 1,170.00	8.33%
2203	Employee Appreciation	\$ 111.24	\$ 192.00	\$ 192.00	\$ 112.00	\$ 576.00	200.00%	\$ 128.00	*
2323	Other Training	\$ 9,040.16	\$ 11,600.00	\$ 25,600.00	\$ 25,597.24	\$ 33,350.00	187.50%	\$ 14,120.00	21.72%
2501	Vehicle Operation/Maintenance	\$ 5,701.83	\$ 800.00	\$ 800.00	\$ 800.00	\$ 2,000.00	150.00%	\$ 600.00	-25.00%
2502	Vehicle Fuel	\$ 150.60	\$ 1,000.00	\$ 1,000.00	\$ 200.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
2601	Office Supplies	\$ 477.58	\$ 3,550.00	\$ 3,550.00	\$ 3,550.00	\$ 5,200.00	46.48%	\$ 2,662.00	-25.01%
2993	Operational Supplies	\$ 25,752.16	\$ 26,800.00	\$ 26,800.00	\$ 26,800.00	\$ 48,200.00	79.85%	\$ 20,100.00	-25.00%
3121	Travel	\$ 3,670.53	\$ 7,700.00	\$ 7,700.00	\$ 7,697.30	\$ 18,100.00	135.06%	\$ 5,390.00	-30.00%
3210	Telephone	\$ 226,576.75	\$ 205,000.00	\$ 205,000.00	\$ 260,000.00	\$ 260,000.00	26.83%	\$ 260,000.00	26.83%
3250	Postage	\$ 30.74	\$ 300.00	\$ 300.00	\$ 40.00	\$ 200.00	*	\$ 200.00	*
3421	Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	*	\$ 100.00	*
3511	Building Maintenance	\$ 16,606.27	\$ 15,200.00	\$ 15,200.00	\$ 15,200.00	\$ 43,000.00	182.89%	\$ -	*
3522	Machine/Equipment Maintenance	\$ 368.41	\$ 800.00	\$ 800.00	\$ 525.00	\$ 1,700.00	112.50%	\$ 600.00	-25.00%
3950	Education Reimbursement	\$ 1,100.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 5,000.00	51.52%	\$ 2,500.00	-24.24%
4211	Cisco Smart Net Maintenance	\$ 28,938.14	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	\$ 38,000.00	15.15%	\$ 38,000.00	15.15%
4221	Software License Fees	\$ 387,264.29	\$ 567,315.00	\$ 590,372.69	\$ 590,370.00	\$ 807,110.00	42.27%	\$ 596,960.00	5.23%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Scott Williams			
Dept #:	1030	Information Technology		~ = Division by Zero					
Division:	1030	~		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4912	Fees & Dues	\$ 900.00			\$ -	\$ 500.00	*	\$ -	*
4990	Equipment Expense	\$ 6,738.53	\$ 59,300.00	\$ 59,300.00	\$ 59,300.00	\$ 14,100.00	-76.22%	\$ 12,000.00	-79.76%
	Total Operating Expenditures	\$ 723,634.52	\$ 953,059.00	\$ 990,116.69	\$ 1,043,731.54	\$ 1,356,673.00	42.35%	\$ 985,302.00	3.38%
5202	Technology Capital		\$ 16,100.00	\$ 16,100.00	\$ 16,100.00	\$ -	*	\$ -	*
5200A	Technology Lease-FY21	\$ 839,616.54	\$ -	\$ 49,808.59	\$ 63,364.00	\$ 688,719.00	~	\$ 353,500.00	~
5219	Network Equipment	\$ 839,616.54	\$ -	\$ 49,808.59	\$ -	\$ 41,500.00	~	\$ 20,000.00	~
5423	Crew-Cab Pick-Up Truck				\$ -	\$ 59,000.00	~	\$ 32,000.00	~
5469	Utility Van				\$ -	\$ 56,000.00	~	\$ -	*
	Total Capital Outlay	\$ 839,616.54	\$ 16,100.00	\$ 65,908.59	\$ 79,464.00	\$ 845,219.00	5149.81%	\$ 405,500.00	2418.63%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Information Technology-~ Budget	\$ 2,096,938.43	\$ 1,610,326.21	\$ 1,697,192.49	\$ 1,773,054.25	\$ 3,114,830.48	93.43%	\$ 2,074,759.33	28.84%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Dept. Head-Scott Williams		
Dept #:			Information Technology - 1030		Green Cell - Department Input		
Division:			~ - 1030				
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 461,569.22	\$ 673,524.13	\$ 516,749.91
1220	Salaries & Wages Overtime				\$ -	\$ -	
1224	Cell Phone Stipend			Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 5,040.00	\$ 7,920.00	\$ 5,760.00
1260	Salaries & Wages Part-Time			Admin Asst II part time 30 hrs	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus			Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 2,856.69	\$ 4,543.00	\$ -
1278	Wellness Earnings			Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 1,979.00	\$ 3,300.00	\$ -
1280	Vacation Pay Out				\$ 2,273.62	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 36,239.47	\$ 52,730.47	\$ 39,972.01
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 48,082.43	\$ 69,962.64	\$ 53,348.26
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 18,948.74	\$ 27,571.49	\$ 20,900.40
1830	Hospital Insurance			# FTE X \$6,540 (\$545 per employee per month)	\$ 71,940.00	\$ 71,940.00	\$ 45,780.00
1835	Group Term Life Insurance Coverage			multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 166.54	\$ 419.76	\$ 419.76
1850	Unemployment Compensation			Provided by Finance		\$ 231.00	\$ 231.00
1860	Worker's Compensation			Provided by Finance	\$ 763.00	\$ 796.00	\$ 796.00
	Total Salaries & Benefits				\$ 649,858.71	\$ 912,938.48	\$ 683,957.33
1932	Medical Exams			5 new employees. \$69 x 5	\$ 138.00	\$ 345.00	\$ -
1991	Consultant Fees		Y	See SCH1991	\$ 16,000.00	\$ 77,000.00	\$ 30,000.00
2124	Shoes-Steel Toe			These funds are for safety shoes/boots required for the jobs in IT. 8 current, 3 new employees. \$90 x 11	\$ 1,080.00	\$ 1,170.00	\$ 1,170.00
2203	Employee Appreciation			These funds are for our employee Christmas lunch and team building exercises. \$208 Christmas lunch, \$400 team building exercises	\$ 112.00	\$ 576.00	\$ 128.00
2323	Other Training		Y		\$ 25,597.24	\$ 33,350.00	\$ 14,120.00
2501	Vehicle Operation/Maintenance			This line provides funds to maintain vehicles used by IT.	\$ 800.00	\$ 2,000.00	\$ 600.00
2502	Vehicle Fuel			This line provided funds for fuel for the IT vehicles.	\$ 200.00	\$ 1,000.00	\$ 750.00
2601	Office Supplies			This line provides funds for thing such as UPS battery replacement and standard battery replacement for microphones, remotes, and various devices.	\$ 3,550.00	\$ 5,200.00	\$ 2,662.00
2993	Operational Supplies			\$25,500 Replacement Parts/Supplies for IT; \$22,700 iPads and Security Cameras (Network Cameras - City Hall, IT Wiring Closets, Peacock Park, Departments have cameras budgeted in their departments.)	\$ 26,800.00	\$ 48,200.00	\$ 20,100.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Scott Williams	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Information Technology - 1030		
Division:	~ - 1030		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3121	Travel	Y		\$ 7,697.30	\$ 18,100.00	\$ 5,390.00
3210	Telephone		This line covers the expense of telephone service for the entire City. The 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. AT&T (\$150K), Spectrum (\$15K), Verizon (\$60K), Segra (\$18K internert services)	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00
3250	Postage		This covers postage used by IT.	\$ 40.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		This covers the cost of any copies made by the IT Department.	\$ -	\$ 100.00	\$ 100.00
3511	Building Maintenance		These funds will be used for necessary Building Maintenance. (Madison Ave. Building Construction Costs \$30,000 (fixing the roof and HVAC problems) (receiving pallets of equipment, getting equipment tagged and deployed); Fiber Install \$6,000; Network Equipment \$3,000; Cameras & Cables \$2,500; Security System \$1,500)	\$ 15,200.00	\$ 43,000.00	\$ -
3522	Machine/Equipment Maintenance		This is for machine maintenance for the wide format printer used by Engineering and Planning Departments.	\$ 525.00	\$ 1,700.00	\$ 600.00
3950	Education Reimbursement		This is to cover reimbursement for college course work.	\$ 3,300.00	\$ 5,000.00	\$ 2,500.00
4211	Cisco Smart Net Maintenance		Software/Hardware support for telephone system and Webex.	\$ 33,000.00	\$ 38,000.00	\$ 38,000.00
4221	Software License Fees	Y	This line covers the cost of software maintenance for existing City software.	\$ 590,370.00	\$ 807,110.00	\$ 596,960.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00
4912	Fees & Dues	Y		\$ -	\$ 500.00	\$ -
4990	Equipment Expense		These funds will be used to install new equipment and replace aging equipment. Buffalo Terastations Video Storage \$12,000; IT Ipads \$1,600	\$ 59,300.00	\$ 14,100.00	\$ 12,000.00
Total Operating Expenditures				\$ 1,043,731.54	\$ 1,356,673.00	\$ 985,302.00
5202	Technology Capital			\$ 16,100.00	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Scott Williams	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Information Technology - 1030		
Division:	~ - 1030		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
5200A	Technology Lease-FY21		Drones and IT Lease for City-wide computer replacement: IT Lease for desktops, laptops, servers, storage - \$688,719; High-end Public Safety Drone (thermal imaging, 50 minute flight time, high-end zoom, location mapping) - \$35,000, Fiber Optic tools - \$6,500	\$ 63,364.00	\$ 688,719.00	\$ 353,500.00
5219	Network Equipment				\$ 41,500.00	\$ 20,000.00
5423	Crew-Cab Pick-Up Truck		IT Replacement Vehicles	\$ -	\$ 59,000.00	\$ 32,000.00
5469	Utility Van		IT Replacement Vehicles	\$ -	\$ 56,000.00	\$ -
Total Capital Outlay				\$ 79,464.00	\$ 845,219.00	\$ 405,500.00
Total Debt Service				\$ -	\$ -	\$ -
Total Information Technology-~ Budget				\$ 1,773,054.25	\$ 3,114,830.48	\$ 2,074,759.33

CAPITAL OUTLAY		Fiscal Year FY20-21																	
Fund:		11-General Fund					Dept. Head-Scott Williams												
Dept #:		Information Technology - 1030																	
Division:		~ - 1030																	
		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?	FY17-18	FY18-19	FY19-20		Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?			
1	5219	N/A	Addition	N/A	N/A	N/A				N	1	Fiber Finder Kit	FiberFinder Kit, including TG-300B Tone Generator & LFD-300B Live Fiber Identifier	\$ 6,500.00	\$ 6,500.00	Y			
2	5219	N/A	Addition	N/A	N/A	N/A				N	3	DJI Matrice 300 (50 min flight time, Public Safety, Mapping, High End Zoom and Thermal Cameras)	Drone	\$ 35,000.00	\$ 13,500.00	N			
3	5423	A899	2001 Cheverolet Malibu	\$ 13,771.68	91,000	\$ 600.00	\$ 534.42	\$ 202.59	\$ 75.60	N	1	2020 Ford F-250 CrewCab 4x4 (Replace Green 2001 Malibu)	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibus. Both IT cars are old and very weathered and should be replaced.	\$ 31,000.00	\$ 32,000.00	Y			
4	5423	N/A	Addition	N/A	N/A	N/A				N	2	Ford F-250 CrewCab	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibus and Van. All IT vehicles are old and very weathered and should be replaced.	\$ 28,000.00	\$ -	N			
5	5469	A927	2002 Cheverolet Malibu	\$ 13,778.31	64,000	\$ 600.00	\$ 152.93	\$ 209.71	\$ 78.94	N	1	Ford Transit 250 XL (Replace Green 2002 Malibu) (20)	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibus. Both IT cars are old and very weathered and should be replaced.	\$ 31,000.00	\$ -	N			
6	5469	B733	1997 Van E-150	\$ 14,249.02	Broken Odometer	\$ 500.00	\$ 704.65	\$ 2,684.88	\$ 592.70	N	3	Ford Econoline Van (E350) (7) (Replace 1997 Van)	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Van. The Van is old and very weathered and should be replaced.	\$ 25,000.00	\$ -	N			
7	5200A	N/A	Computer Replacement Schedule	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved \$35050 to UF(4174), \$1566 to Stmwtr(4137) & \$4665 toT&T(9077)-seq #127 Capital Outlay	\$ 688,719.00	\$ 353,500.00	Y			
8																			
9																			
10																			
Total Capital Outlay Request				\$ 41,799.01		\$ 1,700.00	\$ 1,392.00	\$ 3,097.18	\$ 747.24					\$ 845,219.00	\$ 405,500.00				

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Scott Williams		
Dept #: Information Technology - 1030					
Division: ~ - 1030					
Account: 1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
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.	\$ 14,000.00	\$ 28,000.00	\$ 28,000.00
2		Remote Network Services	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3		Imaging Personnel Records	\$ -	\$ 18,000.00	\$ -
4		Network penetration testing (FY19 Audit Dixon Hughes Goodman - item that was on the list to IT)	\$ -	\$ 21,000.00	\$ -
5		Migrate Vision Software for PD from current DOS based Program		\$ 8,000.00	\$ -
6					
7					
8					
9					
10					
Total - 1991 Consultant Fees			\$ 16,000.00	\$ 77,000.00	\$ 30,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Scott Williams		
Dept #: Information Technology - 1030					
Division: ~ - 1030					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		HR/FIN Overview and Config (Banner - Prep for Banner Self Service)		\$ 6,000.00	\$ 6,000.00
2		NCLGISA Registration	\$ 1,600.00	\$ 3,200.00	\$ -
3		Microsoft, cisco, Energov training, CIO School	\$ 5,900.00	\$ 8,000.00	\$ -
4		Energov Conference (Tyler Connect)		\$ 1,200.00	\$ 1,200.00
5		Laserfiche Training Conference		\$ 2,400.00	\$ 2,400.00
6		Network interop Registration		\$ 2,800.00	\$ 2,800.00
7		Leading Wayne Leadership Conference (Staff)		\$ 200.00	\$ 200.00
8		Leadership Wayne		\$ 700.00	\$ 700.00
9		Miscellaneous Training	\$ 3,241.24	\$ 1,500.00	\$ 1,500.00
10		Books		\$ 300.00	\$ 300.00
11		LinkedIn (formerly Lynda.com training)	\$ 400.00	\$ 550.00	\$ 550.00
12		UNC School of Government (PELA)		\$ 4,000.00	\$ 4,000.00
13		Wilson Fiber Basic - 3 Employees		\$ 500.00	\$ 500.00
14		Banner Employee Self Service Training-Web Tailor (2 days Remote)		\$ 2,000.00	\$ 2,000.00
15		MCCI Laserfiche Forms	\$ 205.00		
16		WCC Tuition Linux	\$ 251.00		
17		National Business Training	\$ 3,500.00		
18		NC Local Government Information Systems Association	\$ 5,000.00		
19		Tyler Technologies, Inc.	\$ 5,500.00		
20		Per CM/ACM cut to FY20 Adopted			\$ (4,550.00)
21		Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (3,480.00)
22					
Total - 2323 Other Training			\$ 25,597.24	\$ 33,350.00	\$ 14,120.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Scott Williams		
Dept #: Information Technology - 1030					
Division: ~ - 1030					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		CIO School of Government (CIO SOG) Class Travel		\$ 2,000.00	\$ -
2		CIO SOG Forum and Executive IT Summit (December)		\$ 300.00	\$ -
3		Energov Travel		\$ 2,000.00	\$ -
4		Network Interop Travel		\$ 2,000.00	\$ -
5		Laserfiche Travel		\$ 2,000.00	\$ -
6		NC Digital Summit		\$ 300.00	\$ 300.00
7		NCLGISA Fall Conference - Ashville, NC (3days) - 4 Staff	\$ 3,292.35	\$ 4,000.00	\$ 4,000.00
8		NCLGISA Spring Conference - Wilmington, NC (3days) - 4 Staff	\$ 3,300.00	\$ 4,000.00	\$ 4,000.00
9		Misc Tech Events	\$ 1,104.95	\$ 1,500.00	\$ 1,500.00
10		Per CM/ACM cut to FY20 Adopted			\$ (2,100.00)
11		Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (2,310.00)
12					
		Total - 3121 Travel	\$ 7,697.30	\$ 18,100.00	\$ 5,390.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	CM	1012	Granicus Agenda Manager			\$ 10,500.00
2	CM	1012	Granicus Vote Cast			\$ 4,000.00
3	CM	1012	Granicus Streaming			\$ 6,700.00
4	IT	1030	Tegile Support (5S)			\$ -
5	IT	1030	Archive Social			\$ 7,200.00
6						
7	IT	1030	CitySourced			\$ 8,000.00
8						
9	PLANNING	3151	ESRI			\$ 40,000.00
10	PLANNING	3151	ESRI ArcGis Utility Network Management			\$ 3,000.00
11						
12	POLICE	6121	Police - Professional Standards Module (Central Square)			\$ 1,760.00
13	POLICE	6121	Police - MFR Annual Maintenance (Central Square)			\$ 5,000.00
14	POLICE	6121	Police - CrimeView & Crime Mapping			\$ 14,000.00
15	POLICE	6121	Police - Crime Mapping (Migration)			\$ 5,000.00
16	POLICE	6121	Police - CALEA Audit Software (Varonis)			\$ -
17	FIRE	5120	Fire - Department Incident Mapping (Migration)			\$ 5,000.00
18						
19	IT	1030	Website Development Tools			\$ 500.00
20	IT	1030	Digital River			\$ 300.00
21	IT	1030	Keymetric Software			\$ 30.00
22	IT	1030	SMS Text Fee			\$ 500.00
23	IT	1030	SignalWire Short Code			\$ 7,000.00
24						
25			Engineering Items:			
26	ENGINEER	4172	Bentley Systems - SewerGems (Paid w/WaterGems. Total Inv Pd 8,448.00)			\$ 4,400.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
27	ENGINEER	4172	Bentley Systems - WaterGems	\$ 590,370.00		\$ 4,400.00
28	ENGINEER	4172	Trimble Mobile/Arcpad (1yr)			\$ 100.00
29	ENGINEER	4172	Trimble GPS Unit (2 yr warranty)			\$ 550.00
30	ENGINEER	4172	Trimble Software Maint.			\$ 200.00
31	ENGINEER	4172	GPS Survey Software Maintenance			\$ 1,200.00
32	ENGINEER	4172	Civil 3D Autocad Subscription (3)			\$ 3,360.00
33	ENGINEER	4172	Civil 3D Autocad Subscription-Traffic Engineer			\$ 2,730.00
34						
35	FINANCE	4174	Ferguson Waterworks Sensus AMI Support			
36	FINANCE	4174	Analytic Annual Support			
37	FINANCE	4174	Sensus Annual RNI SAAS			
38	FINANCE	4174	Base Station Extended Warranty			
39						
40	FINANCE	4174	QS1 Support			
41						
42	FINANCE	2111	ACS-Finance, HR TCP Fees (expires April)			
43	FINANCE	2111	Banner Finance (Annual Maintenance)			\$ 36,750.00
44	FINANCE	2111	Banner HR			\$ 2,205.00
45	FINANCE	2111	Oracle RDBMS (04-14 thru 03-15) avenu			\$ 18,900.00
46	FINANCE	2111	Oracle App Server			\$ 2,400.00
47	FINANCE	2111	Oracle RDBMS (extra we purchased)			\$ -
48	FINANCE	2111	Oracle Application Server (CIS)			\$ 24,000.00
49	FINANCE	2111	Oracle Database (CIS)			\$ 9,000.00
50	FINANCE	2111	Oracle Application Server License (new in 2013)			\$ -
51	FINANCE	2111	Oracle Application Server Support (new in 2013)			\$ 3,400.00
52						
53	FINANCE	2111	Banner Employee Self Service License			\$ 12,000.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Dept. Head-Scott Williams

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

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
54	FINANCE	2111	Banner Employee Self Service Support			\$ 2,400.00
55						
56	IT	1030	Microfocus license 10 user license 1 devleoper IT-oracle-fprod - COBOL Support			\$ 400.00
57	IT	1030	1 Net Express Support - FPROD			\$ 1,100.00
58	IT	1030	Microfocus license FPROD			\$ 1,500.00
59						
60	IT	1030	Identity Automation (2 Factor Authentication)			\$ 3,000.00
61						
62	FINANCE	2111	Logics Software			
63	FINANCE	2111	Assessments \$2,029.00			\$ 2,500.00
64	FINANCE	2111	UBB-8 user licenses for Assessments (incl above?)			\$ -
65	FINANCE	2111	Maintenance & Support - UBL DBMS Licenses			\$ 350.00
66	FINANCE	2111	ICNETD-3 users for Fixed Assets (UBL DBMS Lic)			\$ -
67	FINANCE	2111	Tech Support \$792.00			\$ 1,000.00
68	FINANCE	2111	ODBC Connectivity Software (UBL (2) (Classic DBMS Lic)			\$ 300.00
69						
70	FINANCE	2111	AIG Technology-Doceserve Support (Software) - (SOFTDOCS)			
71	FINANCE	2111	Tech Support 1 year Doc-E-Serve			\$ 2,000.00
72	FINANCE	2111	Formax Folder Sealer support			\$ 900.00
73						
74	IT	1030	Palo Alto (Firewall Maitnenance)			\$ 6,500.00
75	IT	1030	Palo Alto - Wildfire Sub			\$ 4,000.00
76	IT	1030	Palo Alto - URL Filtering			\$ 4,000.00
77	IT	1030	Palo Alto - Threat Prevention			\$ 4,000.00
78	IT	1030				
79			Ruckus			\$ 1,500.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
80						
81	IT	1030	Terrastation Software Support			\$ 6,000.00
82						
83	IT	1030	Solar Winds Network Monitoring Yearly License Fee (Engineer's Toolkit)			\$ 500.00
84	IT	1030	Solar Winds Network Performance Monitor			\$ 2,200.00
85	IT	1030	SolarWinds Virtualization Manager VM16 (with 1 yr maint)			\$ 1,400.00
86	IT	1030	SolarWinds Virtualization Manager VM16 Upgrade (with 1 yr maint)			\$ -
87	IT	1030	SolarWinds Network Performance Monitor			\$ 9,400.00
88	IT	1030	SolarWinds Secure Event Manager			\$ 4,900.00
89						
90	IT	1030	Dameware (Solar Winds Dameware Remote Support)			\$ 700.00
91	IT	1030	5 License			\$ 1,250.00
92						
93	IT	1030	SolarWinds Serv-U Managed File Transfer			\$ 650.00
94						
95	IT	1030	Track-it (Was Numara software, now BMC Software) yearly maintenance			\$ 2,000.00
96	IT	1030	Add 5 Users			\$ 3,000.00
97						
98	IT	1030	Brady Services (Security System Support)			\$ 12,000.00
99						
100	IT	1030	Video Insight Enterprise Server Software License (All Campus Security)			\$ 1,200.00
101						
102	IT	1030	Microsoft Enterprise Agreement & O365			\$ 135,000.00
103						

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
104	INSP	1024	Energov Software Maintenance (Inspections Permits & Planning)			\$ 31,000.00
105						
106	IT	1030	Unitrends Backup Software			\$ 4,000.00
107	IT	1030	Unitrends Office 365 Online Backup			\$ 25,000.00
108						
109	IT	1030	Symantec Endpoint Protection Essential Support Renewal - 400 users			\$ -
110	IT	1030	Change AntiVirus Software to Trend Micro (renewal yearly)			\$ 9,630.00
111						
112	FIRE	5120	Fire - ESO FireHouse Yearly Maintenance			\$ 1,850.00
113	FIRE	5120	Fire - ESO FireHouse Yearly Maintenance ¹ -7 Users			\$ 1,900.00
114	FIRE	5120	Fire - ESO FireHouse iPad Support (2)			\$ 300.00
115	FIRE	5120	Fire - ESO FARO Technologies Inc			\$ 1,000.00
116						
117	PW-GARAGE	1114	Garage:			
118	PW-GARAGE	1114	RTA Yearly Maintenance (Garage Software)			\$ 3,600.00
119	PW-GARAGE	1114	Pro-Link Edge Master Kit Scan Tool			\$ 9,300.00
120	PW-GARAGE	1114	Mitchell Maintenance Software---Diagnose problems with vehciles			
121	PW-GARAGE	1114	Mitchell1 - WEBGVTT - ONDEMAND5.com Government Subscription			\$ 1,800.00
122	PW-GARAGE	1114	Web MTR Government Sub			\$ 950.00
123						
124	PW-GARAGE	1114	OBDII Emissions Test Unit Extended Service Contract (Opus)			\$ 800.00
125	PW-GARAGE	1114	Opus Inspection ESP Service Fee			\$ 250.00
126						
127	PW-GARAGE	1114	NED Engine Diagnostics			\$ 700.00
128						
129	PW-GARAGE	1114	JPRO Maintenance Software NEXT STEP (JPRO Commercial Fleet Diagnostics)			\$ 1,000.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
130						
131	PW-GARAGE	1114	Caterpillar Maintenance Software (Electronic Technician 2010c v 1.0)(Gregory Poole)			\$ 900.00
132						
133	PW-GARAGE	1114	Cummins Maintenance Software (Insite Service) (Engines)			\$ 1,400.00
134						
135	IT	1030	Laserfiche Annual Maintenance (MCCI 37613)			\$ 10,500.00
136	IT	1030	Laserfiche License Expense (15)			\$ 12,000.00
137						
138	PW-CEMETARY	1142	Pontem Cemetary Software			\$ 1,100.00
139						
140	PW-PU	1111	City Works Software Maintenance (ELA logins) - Changing by Dre to Public Utilities Budgets			\$ -
141						
142	IT	1030	Adobe Acrobat (17)			\$ 3,400.00
143	IT	1030	Adobe Creative Cloud (10)			\$ 10,000.00
144	IT	1030	Adobe Photoshop (3)			\$ 600.00
145						
146	IT	1030	PDQ Inventory/ Deploy Licenses			\$ 2,250.00
147						
148	IT	1030	Barracuda Mail Archiver			\$ 8,200.00
149						
150	IT	1030	Sony Vegas (via Magix.com)			\$ 800.00
151	IT	1030	WireCast			\$ 250.00
152	IT	1030	WireCast License			\$ 500.00
153						
154	IT	1030	SingleWire Maintenance (50 Users)			\$ 800.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
155						
156	IT	1030	Survey Monkey			\$ 400.00
157						
158	IT	1030	Netmotion Maintenance			\$ 8,500.00
159						
160	IT	1030	UPS Maintenance			\$ 5,000.00
161						
162	IT	1030	GoDaddy Renewal for Several Sites/SSL			\$ 1,500.00
163	IT	1030	GoDaddy Domain Registration			\$ 1,000.00
164						
165	CM	1012	City Clerk - SoniClear			\$ 500.00
166						
167	IT	1030	Video Blocks Renewal			\$ 150.00
168	IT	1030	Story Blocks Renewal			\$ 150.00
169	IT	1030	Audio Blocks Renewal			\$ 100.00
170						
171	IT	1030	IPVM Video Surveillance			\$ 200.00
172						
173	IT	1030	Tokay Software (Backflow Prevention Management Software, Annual renewal)			\$ 550.00
174						
175	IT	1030	SA International (Garage)			\$ 600.00
176						
177	IT	1030	Botkind Allways Sync Pro			\$ 200.00
178						
179	FINANCE	2111	RedHat Enterprise Premium Renewal (Banner App Server OS)			\$ 1,100.00
180						

SUPPORTING SCHEDULE

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

Fiscal Year FY20-21
Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
181	IT	1030	Vecmar			\$ 200.00
182						
183	IT	1030	Baracuda Energizer Updates			\$ -
184	IT	1030	Baracuda Instant Replacement			\$ -
185	IT	1030	IT Software			\$ -
186	IT	1030	Palo Alto - iOS VPN Solution			\$ -
187	IT	1030	Camera Intergration for Open Options			\$ -
188	IT	1030	Netmotion Licenses 40 Users (New Add On for FY 20-21)			\$ -
189	IT	1030	Camera Software (TSFV)			\$ -
190	CM	1012	Strategy and Performance Management Support			\$ -
191			Difference		\$ 807,110.00	\$ (28,705.00)
192						
Total - 4221 Software License Fees				\$ 590,370.00	\$ 807,110.00	\$ 596,960.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: ~ - 1030
Account: 4912 Fees & Dues

Dept. Head-Scott Williams

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Loan Initiation Fee for IT Lease	\$ -	\$ 500.00	\$ -
2				
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 4912 Fees & Dues	\$ -	\$ 500.00	\$ -

FISCAL YEAR 2020-2021 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 & Storm Water Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Administrative Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Ensure quality services to our citizens
- Maintain quality and prompt support for all City departments
- Continually improve department and City efficiency through all available means, including conservation, consolidation, etc.
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas
- Optimize Public Works department through effective use of funds, materials, and manpower.

SIGNIFICANT BUDGET ISSUES:

- Acquiring additional manning 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 the rusted and decrepit perimeter fence, etc.

EXPENDITURE SHEET		Fiscal Year FY20-21								
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			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular		\$ 209,325.63	\$ 221,356.01	\$ 221,356.01	\$ 221,210.40	\$ 222,451.30	0.49%	\$ 222,451.30	0.49%
1220	Salaries & Wages Overtime		\$ 2,326.14			\$ -	\$ -	*	\$ -	*
1224	Cell Phone Stipend		\$ 1,487.35	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%
1275	Salaries & Wages Bonus		\$ 1,389.69	\$ -	\$ -	\$ 1,237.99	\$ 1,245.00	~	\$ -	*
1278	Wellness Earnings		\$ 600.08	\$ -	\$ -	\$ 600.00	\$ 900.00	~	\$ -	*
1810	Social Security		\$ 16,585.28	\$ 17,045.73	\$ 17,045.73	\$ 17,173.36	\$ 17,291.78	1.44%	\$ 17,127.68	0.48%
1821	NCLGERS-Retirement		\$ 17,324.43	\$ 19,966.03	\$ 19,966.03	\$ 22,452.85	\$ 22,942.68	14.91%	\$ 22,859.30	14.49%
1822	401-K Retirement		\$ 7,766.08	\$ 8,854.28	\$ 8,854.28	\$ 8,848.42	\$ 9,041.45	2.11%	\$ 8,955.65	1.14%
1830	Hospital Insurance		\$ 19,038.46	\$ 19,080.00	\$ 19,080.00	\$ 19,620.00	\$ 19,620.00	2.83%	\$ 19,620.00	2.83%
1835	Group Term Life Insurance Coverage		\$ 122.71	\$ -	\$ -	\$ 114.48	\$ 114.48	*	\$ 114.48	*
1850	Unemployment Compensation		\$ -	\$ -	\$ -	\$ 491.00	\$ 105.00	*	\$ 105.00	*
1860	Worker's Compensation		\$ 474.00	\$ 498.00	\$ 498.00	\$ 500.00	\$ 512.00	2.81%	\$ 512.00	2.81%
	Total Salaries & Benefits		\$ 276,439.85	\$ 288,240.05	\$ 288,240.05	\$ 293,688.50	\$ 295,663.69	2.58%	\$ 293,185.42	1.72%
2121	Uniforms		\$ 433.75	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	*	\$ 450.00	*
2123	Protective Clothing			\$ -	\$ -	\$ -	\$ -	*	\$ -	*
2124	Shoes-Steel Toe		\$ -	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	*	\$ 180.00	*
2203	Employee Appreciation		\$ 1,394.00	\$ 1,376.00	\$ 1,376.00	\$ 1,400.00	\$ 1,424.00	3.49%	\$ 1,424.00	3.49%
2323	Other Training		\$ 35.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,000.00	-33.33%
2501	Vehicle Operation/Maintenance		\$ 482.81	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 375.00	*
2502	Vehicle Fuel		\$ 256.53	\$ 700.00	\$ 700.00	\$ 300.00	\$ 700.00	0.00%	\$ 525.00	-25.00%
2598	Fuel Tank Maintenance		\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	0.00%	\$ 1,260.00	0.00%
2601	Office Supplies		\$ 1,893.25	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,500.00	0.00%	\$ 2,625.00	-25.00%
2993	Operational Supplies		\$ 7,293.01	\$ 14,500.00	\$ 23,020.00	\$ 20,000.00	\$ 15,000.00	3.45%	\$ 8,375.00	-42.24%
2994	Tools		\$ -			\$ -	\$ -	*	\$ -	*
3121	Travel		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 400.00	\$ 1,000.00	0.00%	\$ 500.00	*
3250	Postage		\$ 12.97	\$ 10.00	\$ 10.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*
3310	Electricity		\$ 101,495.06	\$ 105,000.00	\$ 105,000.00	\$ 115,000.00	\$ 115,000.00	9.52%	\$ 78,750.00	-25.00%
3330	Natural Gas		\$ 25,162.84	\$ 25,000.00	\$ 25,000.00	\$ 22,000.00	\$ 25,000.00	0.00%	\$ 18,750.00	-25.00%
3410	Printing		\$ -	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*
3421	Copy Machine Cost		\$ 1,982.31	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00	0.00%	\$ 2,900.00	0.00%
3914	Contract Services		\$ 15,900.00	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00	0.00%	\$ 21,375.00	0.00%
3950	Education Reimbursement			\$ 1,100.00	\$ 1,100.00	\$ -	\$ 2,500.00	127.27%	\$ 550.00	-50.00%
4221	Software License Fees		\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	~	\$ 15,000.00	~
4511	Multi-Peril Insurance		\$ 16,010.00	\$ 16,811.00	\$ 16,811.00	\$ 16,674.00	\$ 18,034.00	7.27%	\$ 18,034.00	7.27%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		1111	Public Works						
Division:		1111	Public Works - Admin.						
			Dept. Head Rick Fletcher						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4521	Auto Liability	\$ 1,532.00	\$ 1,609.00	\$ 1,609.00	\$ 1,483.00	\$ 1,557.00	-3.23%	\$ 1,557.00	-3.23%
4541	Employee Personal Liability	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	*	\$ 9.00	*
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		\$ 175,152.53	\$ 199,380.00	\$ 207,900.00	\$ 206,981.00	\$ 227,539.00	14.12%	\$ 174,289.00	-12.58%
					\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Public Works-Public Works - Admin. Budget		\$ 451,592.38	\$ 487,620.05	\$ 496,140.05	\$ 500,669.50	\$ 523,202.69	7.30%	\$ 467,474.42	-4.13%

JUSTIFICATION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 221,210.40	\$ 222,451.30	\$ 222,451.30
1220	Salaries & Wages Overtime			\$ -	\$ -	
1224	Cell Phone Stipend			\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1275	Salaries & Wages Bonus			\$ 1,237.99	\$ 1,245.00	\$ -
1278	Wellness Earnings			\$ 600.00	\$ 900.00	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,173.36	\$ 17,291.78	\$ 17,127.68
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 22,452.85	\$ 22,942.68	\$ 22,859.30
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,848.42	\$ 9,041.45	\$ 8,955.65
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 19,620.00	\$ 19,620.00	\$ 19,620.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 114.48	\$ 114.48	\$ 114.48
1850	Unemployment Compensation		Provided by Finance	\$ 491.00	\$ 105.00	\$ 105.00
1860	Worker's Compensation		Provided by Finance	\$ 500.00	\$ 512.00	\$ 512.00
Total Salaries & Benefits				\$ 293,688.50	\$ 295,663.69	\$ 293,185.42
2121	Uniforms		Uniform Coats and Shirts for 3 Employees	\$ 450.00	\$ 450.00	\$ 450.00
2123	Protective Clothing			\$ -	\$ -	\$ -
2124	Shoes-Steel Toe		2 Employees @90.00	\$ 180.00	\$ 180.00	\$ 180.00
2203	Employee Appreciation			\$ 1,400.00	\$ 1,424.00	\$ 1,424.00
2323	Other Training	Y	Chemical Spill, APWA Conference, Profesional Development	\$ -	\$ 1,500.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance		One Vehicle assigned to Admin Department	\$ 300.00	\$ 500.00	\$ 375.00
2502	Vehicle Fuel		Fuel Costs for Admin Vehicle	\$ 300.00	\$ 700.00	\$ 525.00
2598	Fuel Tank Maintenance		NC Regulatory fee for 3 Underground fuel Tanks	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00
2601	Office Supplies			\$ 3,000.00	\$ 3,500.00	\$ 2,625.00
2993	Operational Supplies		Items such as IT support equipment, chairs, desks, paper goods, trash liners etc. Annual sprinkler inspection and annual Fire extinguisher inspection.	\$ 20,000.00	\$ 15,000.00	\$ 8,375.00
2994	Tools			\$ -	\$ -	
3121	Travel	Y	Travel for Ed. Workshops/Conferences	\$ 400.00	\$ 1,000.00	\$ 500.00
3250	Postage		Estimated on FY19-20 usage	\$ 50.00	\$ 50.00	\$ 50.00
3310	Electricity		Projected cost extrapolated from usage to date (8 mths)	\$ 115,000.00	\$ 115,000.00	\$ 78,750.00
3330	Natural Gas		Projected cost extrapolated from usage to date (8 mths)	\$ 22,000.00	\$ 25,000.00	\$ 18,750.00
3410	Printing		Misc. Printing needs	\$ -	\$ 50.00	\$ 50.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund		Green Cell - Department Input	
Dept #:		Public Works - 1111			
Division:		Public Works - Admin. - 1111			
Dept. Head-Rick Fletcher					

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund:** 11-General Fund**Dept. Head-Rick Fletcher****Dept #:** Public Works - 1111**Division:** Public Works - Admin. - 1111**Account:** 2323 Other Training

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Chemical Spill Response 2 employees @ 100		\$ 200.00	\$ 200.00
2	APWA Conference 2 Employees		\$ 500.00	\$ -
3	Profesional Development courses for PW Deputy Director		\$ 600.00	\$ 600.00
4	Continueing Education for Admin. Assistant		\$ 200.00	\$ 200.00
5				
6				
7				
8				
9				
10				
	Total - 2323 Other Training	\$ -	\$ 1,500.00	\$ 1,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Travel expenses for educational workshops/Conferences	\$ 400.00	\$ 1,000.00	\$ 500.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3121 Travel	\$ 400.00	\$ 1,000.00	\$ 500.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Rick Fletcher		
Dept #: Public Works - 1111					
Division: Public Works - Admin. - 1111					
Account: 3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Janitorial Contract- PW Complex	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Funds for Membership to APWA, AWWA, EWWN Etc.		\$ 350.00	\$ 350.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4912 Fees & Dues	\$ -	\$ 350.00	\$ 350.00

FISCAL YEAR 2020-21 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:

- Increase staff training of modern vehicles and equipment
- Track and manage fuel usage Citywide
- Facilitate staff training to remain current with the maintenance and repair requirements and ensure compliance with state and federal requirements in regulated areas
- Increase heavy equipment staffing to better meet the City's needs

SIGNIFICANT BUDGET ISSUES:

- High cost of maintaining an aging equipment fleet
- Overcoming shortage of availability and higher cost of parts associated with older equipment and vehicles
- Adding an additional heavy equipment mechanic to meet current maintenance needs
- Updating diagnostic equipment

EXPENDITURE SHEET		Fiscal Year FY20-21								
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			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular		\$ 456,344.54	\$ 467,764.92	\$ 467,764.92	\$ 478,719.08	\$ 517,224.60	10.57%	\$ 520,638.51	11.30%
1220	Salaries & Wages Overtime		\$ 1,635.79	\$ 2,030.10	\$ 2,030.10	\$ 1,000.00	\$ 2,000.00	-1.48%	\$ 2,000.00	-1.48%
1260	Salaries & Wages Part-Time		\$ 4,042.86	\$ 9,000.00	\$ 9,000.00	\$ 18,510.00	\$ 18,510.00	105.67%	\$ -	*
1275	Salaries & Wages Bonus		\$ 5,095.53	\$ -	\$ -	\$ 4,950.00	\$ 5,400.00	~	\$ -	*
1278	Wellness Earnings		\$ 2,446.48	\$ -	\$ -	\$ 3,300.00	\$ 3,600.00	~	\$ -	*
1280	Vacation Pay Out		\$ 957.03			\$ -	\$ -	*	\$ -	*
1810	Social Security		\$ 35,080.39	\$ 36,628.08	\$ 36,628.08	\$ 38,745.65	\$ 41,825.20	14.19%	\$ 39,981.85	9.16%
1821	NCLGERS-Retirement		\$ 37,814.94	\$ 43,187.33	\$ 43,187.33	\$ 51,407.63	\$ 55,493.56	28.50%	\$ 53,361.39	23.56%
1822	401-K Retirement		\$ 16,841.71	\$ 19,151.96	\$ 19,151.96	\$ 20,259.16	\$ 21,869.38	14.19%	\$ 20,905.54	9.16%
1830	Hospital Insurance		\$ 67,733.13	\$ 69,960.00	\$ 69,960.00	\$ 71,940.00	\$ 78,480.00	12.18%	\$ 78,480.00	12.18%
1835	Group Term Life Insurance Coverage		\$ 447.02	\$ -	\$ -	\$ 457.92	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation		\$ -	\$ -	\$ -	\$ -	\$ 225.00	*	\$ 225.00	*
1860	Worker's Compensation		\$ 2,358.00	\$ 2,476.00	\$ 2,476.00	\$ 2,642.00	\$ 2,549.00	2.95%	\$ 2,549.00	2.95%
	Total Salaries & Benefits		\$ 630,797.42	\$ 650,198.39	\$ 650,198.39	\$ 691,931.44	\$ 747,634.66	14.99%	\$ 718,599.21	10.52%
1932	Medical Exams		\$ 123.00	\$ -	\$ -	\$ 100.00	\$ 100.00	*	\$ 100.00	*
1991	Consultant Fees		\$ -	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -	*	\$ -	*
2111	Cleaning Supplies		\$ 354.66	\$ 450.00	\$ 450.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
2121	Uniforms		\$ 8,402.86	\$ 10,000.00	\$ 10,000.00	\$ 13,000.00	\$ 13,500.00	35.00%	\$ 13,500.00	35.00%
2123	Protective Clothing		\$ 256.20	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	*	\$ 450.00	*
2124	Shoes-Steel Toe		\$ 1,243.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,360.00	13.33%	\$ 1,360.00	13.33%
2323	Other Training		\$ 1,337.85	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	0.00%	\$ 1,365.00	-30.00%
2501	Vehicle Operation/Maintenance		\$ 2,825.07	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 2,000.00	-42.86%	\$ 1,125.00	-67.86%
2502	Vehicle Fuel		\$ 2,152.77	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,500.00	0.00%	\$ 1,875.00	-25.00%
2511	Oil & Lubricants		\$ 30,461.93	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%
2520	Tires & Tubes		\$ 132,517.21	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	0.00%	\$ 157,500.00	-10.00%
2521	Tire Repairs		\$ 18,583.99	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2531	Automotive Parts		\$ 349,611.59	\$ 355,000.00	\$ 356,335.00	\$ 356,335.00	\$ 350,000.00	-1.41%	\$ 315,000.00	-11.27%
2592	Gasoline		\$ 511,374.32	\$ 500,000.00	\$ 500,000.00	\$ 510,000.00	\$ 525,000.00	5.00%	\$ 450,000.00	-10.00%
2593	Batteries		\$ 10,969.40	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2595	Car Wash		\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2596	Diesel Fuel		\$ 288,603.22	\$ 333,900.00	\$ 333,900.00	\$ 275,000.00	\$ 330,000.00	-1.17%	\$ 248,025.00	-25.72%
2601	Office Supplies		\$ 2,345.89	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
2993	Operational Supplies		\$ 13,090.68	\$ 16,500.00	\$ 16,500.00	\$ 16,500.00	\$ 16,500.00	0.00%	\$ 12,375.00	-25.00%
2994	Tools		\$ 7,735.03	\$ 8,850.00	\$ 8,850.00	\$ 8,850.00	\$ 8,850.00	0.00%	\$ 6,637.00	-25.01%

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		1114	Public Works						
Division:		1114	Garage						
			Dept. Head Rick Fletcher						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
2995	Welding Supplies	\$ 3,068.64	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2999	Welding Gases	\$ 570.78	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3121	Travel	\$ 896.43	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 1,000.00	-60.00%	\$ 250.00	*
3210	Telephone	\$ 1,718.79	\$ 2,500.00	\$ 2,500.00	\$ 2,160.00	\$ 2,160.00	-13.60%	\$ 2,160.00	-13.60%
3250	Postage	\$ 0.47	\$ 10.00	\$ 10.00	\$ -	\$ 10.00	*	\$ 10.00	*
3410	Printing	\$ -	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*
3522	Machine/Equipment Maintenance	\$ 15,150.05	\$ 12,700.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	6.30%	\$ 10,325.00	-18.70%
3531	Outside Repairs	\$ 140,062.45	\$ 100,000.00	\$ 100,000.00	\$ 140,000.00	\$ 150,000.00	50.00%	\$ 80,000.00	-20.00%
3599	Storm Damage Cleanup	\$ -			\$ -	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 757.95	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,500.00	13.64%	\$ 1,250.00	-43.18%
4391	Equipment Rent	\$ 13,280.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
4511	Multi-Peril Insurance	\$ 3,429.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,863.00	7.31%	\$ 3,863.00	7.31%
4521	Auto Liability	\$ 1,770.00	\$ 1,859.00	\$ 1,859.00	\$ 1,714.00	\$ 1,800.00	-3.17%	\$ 1,800.00	-3.17%
4541	Employee Personal Liability	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00	*	\$ 49.00	*
4912	Fees & Dues	\$ 305.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 300.00	*	\$ 300.00	*
Total Operating Expenditures		\$ 1,563,047.23	\$ 1,631,968.00	\$ 1,634,103.00	\$ 1,614,608.00	\$ 1,696,242.00	3.94%	\$ 1,402,919.00	-14.04%
5644	Power Lifts	\$ -	\$ -	\$ -	\$ -	\$ 87,000.00	~	\$ -	*
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ 87,000.00	~	\$ -	*
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Public Works-Garage Budget		\$ 2,193,844.65	\$ 2,282,166.39	\$ 2,284,301.39	\$ 2,306,539.44	\$ 2,530,876.66	10.90%	\$ 2,121,518.21	-7.04%

JUSTIFICATION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		Including 1 additional FT Mechanic	\$ 478,719.08	\$ 517,224.60	\$ 520,638.51
1220	Salaries & Wages Overtime			\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
1260	Salaries & Wages Part-Time		1 employee @ \$18.51/per hr @1000 hours	\$ 18,510.00	\$ 18,510.00	\$ -
1275	Salaries & Wages Bonus		\$450 x 12 employees (including new position)	\$ 4,950.00	\$ 5,400.00	\$ -
1278	Wellness Earnings		Funds for Wellness Benefit for FT employees @12 employees	\$ 3,300.00	\$ 3,600.00	\$ -
1280	Vacation Pay Out			\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 38,745.65	\$ 41,825.20	\$ 39,981.85
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 51,407.63	\$ 55,493.56	\$ 53,361.39
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 20,259.16	\$ 21,869.38	\$ 20,905.54
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 71,940.00	\$ 78,480.00	\$ 78,480.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 457.92	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 225.00	\$ 225.00
1860	Worker's Compensation		Provided by Finance	\$ 2,642.00	\$ 2,549.00	\$ 2,549.00
Total Salaries & Benefits				\$ 691,931.44	\$ 747,634.66	\$ 718,599.21
1932	Medical Exams			\$ 100.00	\$ 100.00	\$ 100.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -
2111	Cleaning Supplies			\$ 300.00	\$ 300.00	\$ 300.00
2121	Uniforms		Uniform contract is not a set fee--additional charges do occur and effects the projected annual cost.	\$ 13,000.00	\$ 13,500.00	\$ 13,500.00
2123	Protective Clothing			\$ 450.00	\$ 450.00	\$ 450.00
2124	Shoes-Steel Toe		\$110 @ 11 employees, \$150 @ 1 welder	\$ 1,200.00	\$ 1,360.00	\$ 1,360.00
2323	Other Training	Y		\$ 1,950.00	\$ 1,950.00	\$ 1,365.00
2501	Vehicle Operation/Maintenance			\$ 1,000.00	\$ 2,000.00	\$ 1,125.00
2502	Vehicle Fuel			\$ 2,000.00	\$ 2,500.00	\$ 1,875.00
2511	Oil & Lubricants			\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
2520	Tires & Tubes			\$ 175,000.00	\$ 175,000.00	\$ 157,500.00
2521	Tire Repairs			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
2531	Automotive Parts			\$ 356,335.00	\$ 350,000.00	\$ 315,000.00
2592	Gasoline		Fuel prices were low this past year--still \$10K short.	\$ 510,000.00	\$ 525,000.00	\$ 450,000.00
2593	Batteries			\$ 12,000.00	\$ 12,000.00	\$ 12,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Public Works - 1114				
Division:		Garage - 1114				
Dept. Head-Rick Fletcher						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2595	Car Wash		Funds transferred to clear a shortfall in part-time this FY	\$ -	\$ 4,000.00	\$ 4,000.00
2596	Diesel Fuel		Diesel fuel prices were low this past year--transfer residual to cover Gasoline shortfall.	\$ 275,000.00	\$ 330,000.00	\$ 248,025.00
2601	Office Supplies			\$ 1,000.00	\$ 1,000.00	\$ 750.00
2993	Operational Supplies			\$ 16,500.00	\$ 16,500.00	\$ 12,375.00
2994	Tools			\$ 8,850.00	\$ 8,850.00	\$ 6,637.00
2995	Welding Supplies			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2999	Welding Gases			\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3121	Travel	Y		\$ -	\$ 1,000.00	\$ 250.00
3210	Telephone		Four phones at \$45 each/month	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00
3250	Postage			\$ -	\$ 10.00	\$ 10.00
3410	Printing			\$ -	\$ 50.00	\$ 50.00
3522	Machine/Equipment Maintenance			\$ 13,500.00	\$ 13,500.00	\$ 10,325.00
3531	Outside Repairs		Increase reflects aging fleet needing repairs. Started ~\$40K in the red--anticipate ending \$40K short.	\$ 140,000.00	\$ 150,000.00	\$ 80,000.00
3599	Storm Damage Cleanup			\$ -	\$ -	\$ -
3950	Education Reimbursement		Educational reimbursement (1 employee @ \$2,500)	\$ 2,200.00	\$ 2,500.00	\$ 1,250.00
4391	Equipment Rent		Wrecker service for city vehicles and equipment	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,600.00	\$ 3,863.00	\$ 3,863.00
4521	Auto Liability		Provided by Finance	\$ 1,714.00	\$ 1,800.00	\$ 1,800.00
4541	Employee Personal Liability		Provided by Finance	\$ 49.00	\$ 49.00	\$ 49.00
4912	Fees & Dues	Y	APWA and increased AWS annual membership fees	\$ 200.00	\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 1,614,608.00	\$ 1,696,242.00	\$ 1,402,919.00
5644	Power Lifts				\$ 87,000.00	\$ -
Total Capital Outlay				\$ -	\$ 87,000.00	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total Public Works-Garage Budget				\$ 2,306,539.44	\$ 2,530,876.66	\$ 2,121,518.21

CAPITAL OUTLAY		Fiscal Year FY20-21														
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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5644	N/A	In-Ground Automotive Lifts from 1980's	UNKNOWN	N/A	N/A				N	1	In-Ground Automotive Lifts		\$ 21,000.00	\$ -	N
2	5644	N/A	In-Ground Automotive Lifts from 1980's	UNKNOWN	N/A	N/A				N	1	In-Ground Automotive Lifts		\$ 21,000.00	\$ -	N
3	5644	N/A	Portable Power Lift	\$ 45,000.00	N/A	N/A				N	2	Portable Power Lift		\$ 45,000.00	\$ -	N
4																
5																
Total Capital Outlay Request				\$ 45,000.00		\$ -	\$ -	\$ -	\$ -					\$ 87,000.00	\$ -	

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	On-Board Diagnostics Emissions w/ NC Inspections (11 classes)	\$ 715.00	\$ 715.00	\$ 715.00
2	Chemical Response Training (3 employees @ \$95/ea)	\$ 285.00	\$ 285.00	\$ 285.00
3	Prof. Develop training for new vehicles (10 emp. @ \$70/ea)	\$ 700.00	\$ 700.00	\$ 700.00
4	APWA Conference	\$ 250.00	\$ 250.00	\$ 250.00
5	Per CM/ACM cut travel & training addtl 30% FY20			\$ (585.00)
6				
7				
8				
9				
10				
Total - 2323 Other Training		\$ 1,950.00	\$ 1,950.00	\$ 1,365.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Public Works - 1114
Division: Garage - 1114
Account: 3121 Travel

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Funds for travel expenses for conferences and out-of town trainings	\$ -	\$ 1,000.00	\$ 1,000.00
2	Per CM/ACM cut travel & training addtl 30% FY20			\$ (750.00)
3				
4				
5				
6				
7				
8				
9				
10				
Total - 3121 Travel		\$ -	\$ 1,000.00	\$ 250.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Funds for membership fees for APWA and Welders Society (Welders Society cost increased)	\$ 200.00	\$ 300.00	\$ 300.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4912 Fees & Dues	\$ 200.00	\$ 300.00	\$ 300.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	1115	Garage Service Credits							
Division:	1115	~							
		Dept. Head Catherine Gwynn ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4972	Garage Service Credits-Fleet	\$ (1,390,943.08)	\$ (1,680,000.00)	\$ (1,680,000.00)	\$ (892,745.25)	\$ (963,180.00)	*	\$ (780,800.00)	*
4972A	Garage Service Credits-Fuel	\$ -	\$ -	\$ -	\$ (718,100.00)	\$ (829,600.00)	*	\$ (698,025.00)	*
	Total Operating Expenditures	\$ (1,390,943.08)	\$ (1,680,000.00)	\$ (1,680,000.00)	\$ (1,610,845.25)	\$ (1,792,780.00)	*	\$ (1,478,825.00)	*
	Total Garage Service Credits-~ Budget	\$ (1,390,943.08)	\$ (1,680,000.00)	\$ (1,680,000.00)	\$ (1,610,845.25)	\$ (1,792,780.00)	*	\$ (1,478,825.00)	*

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Garage Service Credits - 1115		
Division:	~ - 1115		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
4972	Garage Service Credits-Fleet	Y	See detail schedule tab (Orgn 1114 \$1.675M)	\$ (892,745.25)	\$ (963,180.00)	\$ (780,800.00)
4972A	Garage Service Credits-Fuel	Y	See detail schedule tab (Orgn 1114-2592 \$525K, 2596 \$330K)	\$ (718,100.00)	\$ (829,600.00)	\$ (698,025.00)
	Total Operating Expenditures			\$ (1,610,845.25)	\$ (1,792,780.00)	\$ (1,478,825.00)
	Total Garage Service Credits~ Budget			\$ (1,610,845.25)	\$ (1,792,780.00)	\$ (1,478,825.00)

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Catherine Gwynn****Dept #: Garage Service Credits - 1115****Division: ~ - 1115****Account: 4972 Garage Service Credits-Fleet**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Internal Fleet Charges - Acct #2501A			
2	1011-Mayor/Council	\$ -	\$ -	\$ -
3	1012-City Manager	\$ -	\$ -	\$ -
4	1016-HR	\$ (2,000.00)	\$ (2,000.00)	\$ (1,500.00)
5	1017-Community Relations	\$ -	\$ -	\$ -
6	1018-Paramount	\$ -	\$ -	\$ -
7	1020-GEC	\$ -	\$ -	\$ -
8	1024-Inspections	\$ (3,600.00)	\$ (5,000.00)	\$ (3,750.00)
9	1025-DGDC	\$ (25.25)	\$ -	\$ -
10	1030-Information Technology	\$ (800.00)	\$ (2,000.00)	\$ (600.00)
11	1111-PW-Admin	\$ (300.00)	\$ (500.00)	\$ (375.00)
12	1114-PW-Garage	\$ (1,000.00)	\$ (2,000.00)	\$ (1,125.00)
13	1133-PW-Bldg Maintanance	\$ (20,000.00)	\$ (20,000.00)	\$ (15,000.00)
14	1142-PW-Cemetery	\$ (11,000.00)	\$ (15,000.00)	\$ (11,250.00)
15	2111-Finance	\$ -	\$ -	\$ -
16	3151-Planning	\$ (3,520.00)	\$ (7,680.00)	\$ (4,950.00)
17	4134-PW-Streets	\$ (35,000.00)	\$ (35,000.00)	\$ (26,250.00)
18	4143-PW-Solid Waste	\$ (370,000.00)	\$ (370,000.00)	\$ (345,000.00)
19	4172-Engineering	\$ (5,000.00)	\$ (5,000.00)	\$ (2,875.00)
20	5120-Fire	\$ (75,500.00)	\$ (89,500.00)	\$ (56,625.00)
21	6121-Police	\$ (190,000.00)	\$ (200,000.00)	\$ (112,500.00)
22	7460-Parks & Rec	\$ (8,000.00)	\$ (12,000.00)	\$ (5,000.00)
23	7461-Golf	\$ (3,000.00)	\$ (10,000.00)	\$ (6,500.00)
24	4137-Stormwater	\$ (55,000.00)	\$ (55,000.00)	\$ (55,000.00)

25		4174-Billing & Meters Services		\$ (1,500.00)	\$ (1,500.00)
26		4175-PW-Maintenance	\$ (50,000.00)	\$ (70,000.00)	\$ (70,000.00)
27		4176-PU-Water	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)
28		4177-PU-Waste	\$ (10,000.00)	\$ (12,000.00)	\$ (12,000.00)
29		4179-PU-Compost	\$ (45,000.00)	\$ (45,000.00)	\$ (45,000.00)
30		9077-T & T	\$ -	\$ -	\$ -
31					
32					
		Total - 4972 Garage Service Credits-Fleet	\$ (892,745.25)	\$ (963,180.00)	\$ (780,800.00)

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Catherine Gwynn****Dept #: Garage Service Credits - 1115****Division: ~ - 1115****Account: 4972A Garage Service Credits-Fuel**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Internal Fuel Charges - Acct #2502A			
2	1011-Mayor/Council	\$ -	\$ -	\$ -
3	1012-City Manager	\$ -	\$ -	\$ -
4	1016-HR	\$ (1,000.00)	\$ (1,000.00)	\$ (600.00)
5	1017-Community Relations	\$ -	\$ -	\$ -
6	1018-Paramount	\$ -	\$ -	\$ -
7	1020-GEC	\$ -	\$ -	\$ -
8	1024-Inspections	\$ (5,000.00)	\$ (10,000.00)	\$ (7,500.00)
9	1025-DGDC	\$ -	\$ -	\$ -
10	1030-Information Technology	\$ (200.00)	\$ (1,000.00)	\$ (750.00)
11	1111-PW-Admin	\$ (300.00)	\$ (700.00)	\$ (525.00)
12	1114-PW-Garage	\$ (2,000.00)	\$ (2,500.00)	\$ (1,875.00)
13	1133-PW-Bldg Maintanance	\$ (11,000.00)	\$ (11,000.00)	\$ (8,250.00)
14	1142-PW-Cemetery	\$ (5,000.00)	\$ (5,000.00)	\$ (3,025.00)
15	2111-Finance	\$ -	\$ -	\$ -
16	3151-Planning	\$ (6,200.00)	\$ (9,600.00)	\$ (7,100.00)
17	4134-PW-Streets	\$ (15,000.00)	\$ (23,000.00)	\$ (17,250.00)
18	4143-PW-Solid Waste	\$ (130,000.00)	\$ (150,000.00)	\$ (125,000.00)
19	4172-Engineering	\$ (6,000.00)	\$ (6,000.00)	\$ (4,500.00)
20	5120-Fire	\$ (50,000.00)	\$ (50,400.00)	\$ (37,500.00)
21	6121-Police	\$ (180,000.00)	\$ (190,000.00)	\$ (120,000.00)
22	7460-Parks & Rec	\$ (13,000.00)	\$ (13,000.00)	\$ (9,250.00)
23	7461-Golf	\$ (2,900.00)	\$ (5,400.00)	\$ (3,900.00)
24	4137-Stormwater	\$ (20,000.00)	\$ (35,000.00)	\$ (35,000.00)

25		4174-Billing & Meters Services	\$ -	\$ (8,000.00)	\$ (8,000.00)
26		4175-PW-Maintenance	\$ (45,000.00)	\$ (60,000.00)	\$ (60,000.00)
27		4176-PU-Water	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)
28		4177-PU-Waste	\$ (10,000.00)	\$ (19,000.00)	\$ (19,000.00)
29		4179-PU-Compost	\$ (10,000.00)	\$ (12,500.00)	\$ (12,500.00)
30		9077-T & T	\$ -		
31		GWTA	\$ (185,000.00)	\$ (195,000.00)	\$ (195,000.00)
32		GHA	\$ (17,500.00)	\$ (18,500.00)	\$ (18,500.00)
33		Gas 2592			
34		Diesel 2596			
		Total - 4972A Garage Service Credits-Fuel	\$ (718,100.00)	\$ (829,600.00)	\$ (698,025.00)

FISCAL YEAR 2020-2021 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 & Storm Water Maintenance, Solid Waste and Garage. Goals, objectives and significant budget issues for the Buildings & Grounds Maintenance Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Continue to effectively and efficiently maintain the City's facilities and grounds, including all City owned lots and right-of-ways.
- Continue to provide timely support to all departments citywide as needed.
- Continue repair/maintenance of the Public Works complex and facilities—interior and exterior.
- Continue to facilitate transferring sign shop and all subsequent responsibilities to the City's traffic engineer
- Continue to support City sponsored Special Events.
- Facilitate staff training to foster personal mastery in their respective job functions and ensure compliance with state and federal requirements in regulated areas

SIGNIFICANT BUDGET ISSUES:

- Funding additional positions, to include a supervisor position to more effectively and safely manage the multiplicity of the division, as well as a sign technician position to better maintain City signs and street markings.
- Extensive cost to maintain, repair and/or replace aging infrastructure and facilities.
- Procuring an additional pickup truck to establish two stand-alone mowing crews that can be dispatched to separate locations
- Acquiring funding for significant compound upgrades/repairs, including installing an automatic gate at one complex entrance for security, refurbishing the old car wash, replacing the rusted and decrepit perimeter fence, etc.

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		1133	Public Works						
Division:		1133	Building Maintenance						
			Dept. Head Rick Fletcher						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 344,812.97	\$ 396,656.16	\$ 396,656.16	\$ 395,880.43	\$ 479,340.53	20.85%	\$ 400,564.39	0.99%
1220	Salaries & Wages Overtime	\$ 6,358.32	\$ 7,409.87	\$ 7,409.87	\$ 5,500.00	\$ 6,500.00	-12.28%	\$ 6,500.00	-12.28%
1224	Cell Phone Stipend	\$ 1,103.64	\$ 2,160.00	\$ 2,160.00	\$ 650.00	\$ 2,880.00	33.33%	\$ 2,880.00	33.33%
1260	Salaries & Wages Part-Time	\$ 7,100.50	\$ 30,643.00	\$ 30,643.00	\$ 25,234.97	\$ 27,620.00	-9.87%	\$ 27,620.00	-9.87%
1275	Salaries & Wages Bonus	\$ 3,242.61	\$ -	\$ -	\$ 3,301.34	\$ 5,400.00	~	\$ -	*
1278	Wellness Earnings	\$ 1,119.38	\$ -	\$ -	\$ 3,000.00	\$ 3,600.00	~	\$ -	*
1280	Vacation Pay Out	\$ 1,951.38			\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 28,260.07	\$ 33,459.08	\$ 33,459.08	\$ 33,167.86	\$ 40,188.55	20.11%	\$ 33,473.68	0.04%
1821	NCLGERS-Retirement	\$ 29,077.25	\$ 36,447.39	\$ 36,447.39	\$ 44,007.02	\$ 53,322.06	46.30%	\$ 44,675.32	22.57%
1822	401-K Retirement	\$ 13,012.86	\$ 16,162.64	\$ 16,162.64	\$ 17,342.67	\$ 21,013.62	30.01%	\$ 17,502.58	8.29%
1830	Hospital Insurance	\$ 51,031.42	\$ 57,240.00	\$ 57,240.00	\$ 45,000.00	\$ 78,480.00	37.11%	\$ 65,400.00	14.26%
1835	Group Term Life Insurance Coverage	\$ 368.60	\$ -	\$ -	\$ 381.60	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ 202.00	\$ 202.00	*	\$ 202.00	*
1860	Worker's Compensation	\$ 1,995.93	\$ 1,617.00	\$ 1,617.00	\$ 1,596.00	\$ 1,665.00	2.97%	\$ 1,665.00	2.97%
Total Salaries & Benefits		\$ 489,434.93	\$ 581,795.14	\$ 581,795.14	\$ 575,263.89	\$ 720,669.69	23.87%	\$ 600,940.89	3.29%
1932	Medical Exams	\$ 387.00			\$ 200.00	\$ 150.00	*	\$ 150.00	*
2121	Uniforms	\$ 3,497.74	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 4,000.00	21.21%	\$ 3,300.00	0.00%
2123	Protective Clothing	\$ 1,334.61	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,500.00	20.00%	\$ 1,250.00	0.00%
2124	Shoes-Steel Toe	\$ 1,064.89	\$ 990.00	\$ 990.00	\$ 720.00	\$ 1,320.00	33.33%	\$ 990.00	0.00%
2323	Other Training	\$ 1,258.00	\$ 2,150.00	\$ 2,150.00	\$ 990.00	\$ 3,040.00	41.40%	\$ 2,160.00	0.47%
2501	Vehicle Operation/Maintenance	\$ 26,796.33	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 15,000.00	-25.00%
2502	Vehicle Fuel	\$ 10,043.57	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	0.00%	\$ 8,250.00	-25.00%
2993	Operational Supplies	\$ 42,359.22	\$ 41,000.00	\$ 41,000.00	\$ 41,000.00	\$ 45,000.00	9.76%	\$ 34,750.00	-15.24%
2994	Tools	\$ 2,727.75	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	100.00%	\$ 4,375.00	75.00%
3121	Travel	\$ 733.86	\$ 1,600.00	\$ 1,600.00	\$ 460.00	\$ 2,000.00	25.00%	\$ 465.00	*
3210	Telephone	\$ 948.52	\$ 5,580.00	\$ 5,580.00	\$ 2,500.00	\$ 3,240.00	-41.94%	\$ 2,160.00	-61.29%
3250	Postage	\$ -	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	*	\$ 10.00	*
3511	Building Maintenance	\$ 40,366.03	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	0.00%	\$ 39,750.00	-25.00%
3522	Machine/Equipment Maintenance	\$ 1,759.37	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	0.00%	\$ 5,250.00	-25.00%
3591	Radio Maintenance	\$ 2,752.24	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3914	Contract Services	\$ 3,057.60			\$ -	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 654.00	\$ 2,200.00	\$ 2,200.00	\$ -	\$ 3,000.00	36.36%	\$ 1,500.00	-31.82%
4511	Multi-Peril Insurance	\$ 4,766.00	\$ 5,004.00	\$ 5,004.00	\$ 5,131.00	\$ 5,369.00	7.29%	\$ 5,369.00	7.29%
4521	Auto Liability	\$ 2,570.00	\$ 2,699.00	\$ 2,699.00	\$ 2,488.00	\$ 2,612.00	-3.22%	\$ 2,612.00	-3.22%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head	Rick Fletcher				
Dept #:	1133	Public Works		~ = Division by Zero					
Division:	1133	Building Maintenance		* = Change < \$500					
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4541	Employee Personal Liability	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	*	\$ 35.00	*
4912	Fees & Dues	\$ 38.00	\$ 400.00	\$ 400.00	\$ 115.00	\$ 400.00	*	\$ 400.00	*
	Total Operating Expenditures	\$ 147,149.73	\$ 162,718.00	\$ 162,718.00	\$ 154,699.00	\$ 170,676.00	4.89%	\$ 130,776.00	-19.63%
5086	Garage Bay Door		\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,500.00	3.85%	\$ -	*
5422	Bucket Truck	\$ 106,956.18			\$ -	\$ -	*	\$ -	*
5471	1/2 Ton Pick-Up Truck	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	~	\$ -	*
5527	Miscellaneous Equipment	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00	~	\$ -	*
5601	Fence/Railings	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	~	\$ -	*
5728	Tractor with Loader Attachment	\$ -	\$ -	\$ 110,000.00	\$ 100,317.98	\$ -	*	\$ -	*
5810	Gas Pak A/C Units		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	20.00%	\$ -	*
	Total Capital Outlay	\$ 106,956.18	\$ 23,000.00	\$ 133,000.00	\$ 123,317.98	\$ 91,500.00	297.83%	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Building Maintenance Budget	\$ 743,540.84	\$ 767,513.14	\$ 877,513.14	\$ 853,280.87	\$ 982,845.69	28.06%	\$ 731,716.89	-4.66%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Public Works - 1133				
Division:		Building Maintenance - 1133				
Dept. Head-Rick Fletcher						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 395,880.43	\$ 479,340.53	\$ 400,564.39
1220	Salaries & Wages Overtime			\$ 5,500.00	\$ 6,500.00	\$ 6,500.00
1224	Cell Phone Stipend		Increase for 4 employees (Mike Braswell, Donnie Kimbrell, Superintendent, and Supervisor)	\$ 650.00	\$ 2,880.00	\$ 2,880.00
1260	Salaries & Wages Part-Time			\$ 25,234.97	\$ 27,620.00	\$ 27,620.00
1275	Salaries & Wages Bonus		Dept - \$450 per employee (12 Total); Mgr 10 @ \$413	\$ 3,301.34	\$ 5,400.00	\$ -
1278	Wellness Earnings		Dept - \$300 per employee @ 12 employees; Mgr 10 @ \$300	\$ 3,000.00	\$ 3,600.00	\$ -
1280	Vacation Pay Out			\$ -	\$ -	
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 33,167.86	\$ 40,188.55	\$ 33,473.68
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 44,007.02	\$ 53,322.06	\$ 44,675.32
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,342.67	\$ 21,013.62	\$ 17,502.58
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 45,000.00	\$ 78,480.00	\$ 65,400.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 381.60	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance	\$ 202.00	\$ 202.00	\$ 202.00
1860	Worker's Compensation		Provided by Finance	\$ 1,596.00	\$ 1,665.00	\$ 1,665.00
Total Salaries & Benefits				\$ 575,263.89	\$ 720,669.69	\$ 600,940.89
1932	Medical Exams			\$ 200.00	\$ 150.00	\$ 150.00
2121	Uniforms		increase @12 employees	\$ 3,300.00	\$ 4,000.00	\$ 3,300.00
2123	Protective Clothing		Added for Arc Flash clothing	\$ 1,250.00	\$ 1,500.00	\$ 1,250.00
2124	Shoes-Steel Toe		increase \$110 @12 employees	\$ 720.00	\$ 1,320.00	\$ 990.00
2323	Other Training	Y		\$ 990.00	\$ 3,040.00	\$ 2,160.00
2501	Vehicle Operation/Maintenance			\$ 20,000.00	\$ 20,000.00	\$ 15,000.00
2502	Vehicle Fuel		Possible add of vehicles and 20 additional lots to mow	\$ 11,000.00	\$ 11,000.00	\$ 8,250.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input
Dept #:	Public Works - 1133		
Division:	Building Maintenance - 1133		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2993	Operational Supplies		\$20K for Building Maintenance materials such as: Electrical, Plumbing, IT, HVAC, Lighting, Carpentry and Painting supplies. Christmas decoration bulbs/LED strands and rental equipment. \$13K for Grounds Maintenance supplies such as: Weed eater string, gas cans, gas mix, mower blades, chain oil, grass seed, mulch, pre-emergence and pesticides. \$12K for Sign Shop. Traffic marking material: Paint, lettering, glass beads, sign blanks, vinyl sheeting & accessories, traffic cones, barricades, 3M traffic markings, etc. Section is still in transition to a new street marker design and higher retro-reflective street sign sheeting mandated by the Federal Highway Administration.	\$ 41,000.00	\$ 45,000.00	\$ 34,750.00
2994	Tools		Increase for Electric Circuit Tracer and Lock out/Tag out	\$ 2,500.00	\$ 5,000.00	\$ 4,375.00
3121	Travel	Y		\$ 460.00	\$ 2,000.00	\$ 465.00
3210	Telephone		Increase for service for (3) Ipads and (3) Iphones @ \$45/mth including \$150 to purchase (1) phone for supervisor	\$ 2,500.00	\$ 3,240.00	\$ 2,160.00
3250	Postage			\$ 10.00	\$ 10.00	\$ 10.00
3511	Building Maintenance		General Maintenance Requirements (Unplanned/ Unscheduled)-- replacing exhaust fan motors, replacing ballasts/bulbs, Incandescent/LED change over, LED emergency lighting conversion, hardware, self-help projects, etc. Staff capabilities have increased, allowing more work/projects to be accomplished, especially in-house. We have also added nine facilities to our inventory since 2014.	\$ 53,000.00	\$ 53,000.00	\$ 39,750.00
3522	Machine/Equipment Maintenance			\$ 7,000.00	\$ 7,000.00	\$ 5,250.00
3591	Radio Maintenance		Maintain and upgrade current radios	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -
3950	Education Reimbursement		Prospective Employees - Donnie Kimbrell, Mike Braswell	\$ -	\$ 3,000.00	\$ 1,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 5,131.00	\$ 5,369.00	\$ 5,369.00
4521	Auto Liability		Provided by Finance	\$ 2,488.00	\$ 2,612.00	\$ 2,612.00
4541	Employee Personal Liability		Provided by Finance	\$ 35.00	\$ 35.00	\$ 35.00

JUSTIFICATION SHEET		Fiscal Year FY20-21	Blue Font - Detail Schedule Requested			
Fund:		11-General Fund	Green Cell - Department Input			
Dept #:		Public Works - 1133				
Division:		Building Maintenance - 1133				
		Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
4912	Fees & Dues	Y		\$ 115.00	\$ 400.00	\$ 400.00
Total Operating Expenditures				\$ 154,699.00	\$ 170,676.00	\$ 130,776.00
5086	Garage Bay Door			\$ 13,000.00	\$ 13,500.00	\$ -
5422	Bucket Truck				\$ -	\$ -
5471	1/2 Ton Pick-Up Truck				\$ 25,000.00	\$ -
5527	Miscellaneous Equipment				\$ 11,000.00	\$ -
5601	Fence/Railings				\$ 30,000.00	\$ -
5728	Tractor with Loader Attachment			\$ 100,317.98	\$ -	\$ -
5810	Gas Pak A/C Units			\$ 10,000.00	\$ 12,000.00	\$ -
Total Capital Outlay				\$ 123,317.98	\$ 91,500.00	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total Public Works-Building Maintenance Budget				\$ 853,280.87	\$ 982,845.69	\$ 731,716.89

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund: 11-General Fund Dept. Head-Rick Fletcher																
Dept #: Public Works - 1133																
Division: Building Maintenance - 1133																
Current Asset Information										Replacement Asset Information						
Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5086	N/A	Garage bay door/Motor (installed 1978)	UNKNOWN	N/A	\$ -				N	4	Roll-up garage door and motor	Doors are 40+ years old and continually needs repair, a non-operation! door causes majordelays and hardships for mechanics.	\$ 13,500.00	\$ -	N
2	5471	N/A	Addition		N/A	N/A				N	1	2020 Ford F-150 Pickup Additional Standard Cab pickup truck	The additon of this vehicle will allow for 2 seperate mowing crews to maintain all city owned lots. There has been the addition of 20 lots at the end of last mowing season. Utilizing 2 crews will afford for a more efficient and cost effective operation, providing a better service to the citizens of Goldsboro.	\$ 25,000.00	\$ -	Y
3	5527	N/A	Light poles for Center St	UNKNOWN	N/A	\$ -				N	3	Complete light pole assemblies with fixtures.	Light poles are frequently hit at the Ash St round-a-bout. Ordering one of each length - 14 ft and 25 ft. These would be surplus items ready for replacement.	\$ 11,000.00	\$ -	N
4	5601	N/A	Automatic Gate for complex	\$ 30,000.00	N/A	N/A				N	2	Automatic electric driven gate with key fob access.	Install electric/automatic gate closest to pump station to have better security and access control. The current gates are in disrepair and occasionally left open after hours by outside organizations that use our compound. Installing a gate with keypad access would eliminate the need for keys and provide better access control and security--the codes would be changed periodically to maintain access control and security. Gates would automatically open during normal business hours and close after hours.	\$ 30,000.00	\$ -	N
5	5810	N/A	20 yr old 7.5 ton Tran Gas pak - Admin Area	UNKNOWN	N/A	\$ -				N	5	7.5 Ton Trane Gas pack	This unit is reaching its life cycle and has been costly in maintaining. Replacement of this unit will be more cost efficient to operate.	\$ 12,000.00	\$ -	N
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ 30,000.00		\$ -	\$ -	\$ -	\$ -					\$ 91,500.00	\$ -	

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1133

Division: Building Maintenance - 1133

Account: 2323 Other Training

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	NC School of Government	\$ 950.00	\$ 2,000.00	\$ 2,000.00
2	Regional Turf Grass Management	\$ 40.00	\$ 40.00	\$ 40.00
3	Certifications (Electrical, HVAC, Pesticide)		\$ 1,000.00	\$ 1,000.00
4	Per CM/ACM Cut Training FY20 Adopted			\$ (400.00)
5	Per CM/ACM Cut Training addtl 30% FY20 Adopted			\$ (480.00)
6				
7				
8				
9				
10				
	Total - 2323 Other Training	\$ 990.00	\$ 3,040.00	\$ 2,160.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Rick Fletcher****Dept #: Public Works - 1133****Division: Building Maintenance - 1133****Account: 3121 Travel**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Travel School of Government	\$ 460.00	\$ 1,000.00	\$ 1,000.00
2	Certification/Conference, elctrical, HVAC, AWP, turff grass		\$ 1,000.00	\$ 1,000.00
3	Per CM/ACM Cut Travel FY20 Adopted			\$ (890.00)
4	Per CM/ACM Cut Travel addtl 30% FY20 Adopted			\$ (645.00)
5				
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 460.00	\$ 2,000.00	\$ 465.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1133

Division: Building Maintenance - 1133

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	APWA,Fire inspection	\$ 115.00	\$ 400.00	\$ 400.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total - 4912 Fees & Dues		\$ 115.00	\$ 400.00	\$ 400.00

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 Cemeteries Division are as follows:

Goals/Major Objectives:

- Update policies and procedures to remain current within the industry and provide a higher standard of service
- Continue to improve the overall appearance of both Willowdale and Elmwood Cemeteries by correctly positioning leaning stones and repairing broken ones
- Diligently work to digitize cemetery records and develop GIS mapping capabilities

Significant Budget Issues:

- Determining whether or not to expand both cemeteries; if so, acquiring funding
- Funding to maintain and replace an aging fleet of lawnmowers and maintenance equipment
- Funding to replace a decrepit 30-40 year old metal building used to store and protect all maintenance equipment
- Funds needed to remove multiple trees that are dying/dead, growing into our roads and/or through the fences

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		1142	Public Works						
Division:		1142	Cemetery						
			Dept. Head Rick Fletcher						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 178,418.32	\$ 182,909.98	\$ 182,909.98	\$ 185,346.19	\$ 183,820.30	0.50%	\$ 193,038.62	5.54%
1220	Salaries & Wages Overtime	\$ 4,249.57	\$ 3,552.68	\$ 3,552.68	\$ 2,800.00	\$ 3,000.00	-15.56%	\$ 3,000.00	-15.56%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ (2,038.23)	\$ 22,400.00	\$ 22,400.00	\$ 14,000.00	\$ 22,400.00	0.00%	\$ 22,400.00	0.00%
1275	Salaries & Wages Bonus	\$ 1,852.92	\$ -	\$ -	\$ 2,065.00	\$ 2,100.00	~	\$ -	*
1278	Wellness Earnings	\$ 1,234.78	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	~	\$ -	*
1280	Vacation Pay Out				\$ -	\$ 6,187.20	~	\$ 6,187.20	~
1810	Social Security	\$ 13,717.20	\$ 16,060.12	\$ 16,060.12	\$ 15,791.99	\$ 16,335.83	1.72%	\$ 16,765.63	4.39%
1821	NCLGERS-Retirement	\$ 15,039.45	\$ 16,819.38	\$ 16,819.38	\$ 20,952.77	\$ 21,674.34	28.87%	\$ 22,376.10	33.04%
1822	401-K Retirement	\$ 6,725.58	\$ 7,458.59	\$ 7,458.59	\$ 8,257.25	\$ 8,541.61	14.52%	\$ 8,766.34	17.53%
1830	Hospital Insurance	\$ 29,237.37	\$ 31,800.00	\$ 31,800.00	\$ 32,700.00	\$ 32,700.00	2.83%	\$ 32,700.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 201.50	\$ -	\$ -	\$ 190.80	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 97.00	*	\$ 97.00	*
1860	Worker's Compensation	\$ 1,248.00	\$ 1,310.00	\$ 1,310.00	\$ 3,291.77	\$ 1,349.00	2.98%	\$ 1,349.00	2.98%
Total Salaries & Benefits		\$ 250,630.13	\$ 283,030.75	\$ 283,030.75	\$ 287,615.76	\$ 300,616.09	6.21%	\$ 307,590.69	8.68%
1932	Medical Exams	\$ 27.00			\$ -	\$ 100.00	*	\$ 100.00	*
2121	Uniforms	\$ 1,064.83	\$ 1,900.00	\$ 1,900.00	\$ 1,800.00	\$ 1,900.00	0.00%	\$ 1,900.00	0.00%
2123	Protective Clothing	\$ 601.75	\$ 700.00	\$ 700.00	\$ 974.88	\$ 1,000.00	42.86%	\$ 1,000.00	42.86%
2124	Shoes-Steel Toe	\$ 270.00	\$ 630.00	\$ 630.00	\$ 630.00	\$ 770.00	22.22%	\$ 770.00	22.22%
2323	Other Training	\$ 220.00	\$ 600.00	\$ 600.00	\$ 400.00	\$ 410.00	*	\$ 410.00	*
2501	Vehicle Operation/Maintenance	\$ 9,328.82	\$ 15,000.00	\$ 15,000.00	\$ 11,000.00	\$ 15,000.00	0.00%	\$ 11,250.00	-25.00%
2502	Vehicle Fuel	\$ 4,644.08	\$ 7,900.00	\$ 7,900.00	\$ 5,000.00	\$ 5,000.00	-36.71%	\$ 3,025.00	-61.71%
2993	Operational Supplies	\$ 13,702.50	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 18,000.00	20.00%	\$ 11,250.00	-25.00%
2994	Tools	\$ 78.96	\$ 400.00	\$ 400.00	\$ 350.00	\$ 400.00	*	\$ 300.00	*
3121	Travel	\$ -	\$ 100.00	\$ 100.00	\$ 413.23	\$ 650.00	550.00%	\$ 350.00	*
3210	Telephone	\$ 537.35	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	0.00%	\$ 1,020.00	0.00%
3250	Postage	\$ 17.85	\$ 10.00	\$ 10.00	\$ 5.00	\$ 10.00	*	\$ 10.00	*
3310	Electricity	\$ 1,348.44	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	0.00%	\$ 1,350.00	-25.00%
3321	Heating Fuel	\$ 1,190.05	\$ 1,300.00	\$ 1,300.00	\$ 700.00	\$ 800.00	-38.46%	\$ 800.00	-38.46%
3410	Printing	\$ -	\$ 150.00	\$ 150.00	\$ -	\$ 50.00	*	\$ 50.00	*
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 653.99	\$ 1,000.00	\$ 3,440.91	\$ 3,040.34	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
3599	Storm Damage Cleanup	\$ -			\$ -	\$ -	*	\$ -	*
3914	Contract Services	\$ 8,551.91	\$ -	\$ -	\$ 1,171.80	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	1142	Public Works							
Division:	1142	Cemetery							
		Dept. Head Rick Fletcher							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3994	Tree Service	\$ 6,500.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 14,000.00	133.33%	\$ 4,500.00	-25.00%
4511	Multi-Peril Insurance	\$ 604.00	\$ 634.00	\$ 634.00	\$ 680.00	\$ 680.00	7.26%	\$ 680.00	7.26%
4521	Auto Liability	\$ 1,761.00	\$ 1,849.00	\$ 1,849.00	\$ 1,705.00	\$ 1,790.00	-3.19%	\$ 1,790.00	-3.19%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*
4990	Equipment Expense	\$ 2,025.00			\$ -	\$ -	*	\$ -	*
Total Operating Expenditures		\$ 53,149.53	\$ 56,015.00	\$ 58,455.91	\$ 50,712.25	\$ 64,402.00	14.97%	\$ 41,327.00	-26.22%
5486	72" Cut Riding Mower		\$ 10,842.00	\$ 10,842.00	\$ 10,802.50	\$ 12,964.00	19.57%	\$ 12,964.00	19.57%
5825	Storage Building				\$ -	\$ 50,000.00	~	\$ -	*
5999	Elmwood Cemetery Expansion	\$ -			\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ -	\$ 10,842.00	\$ 10,842.00	\$ 10,802.50	\$ 62,964.00	480.74%	\$ 12,964.00	19.57%
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Public Works-Cemetery Budget		\$ 303,779.66	\$ 349,887.75	\$ 352,328.66	\$ 349,130.51	\$ 427,982.09	22.32%	\$ 361,881.69	3.43%

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested		
Fund:			11-General Fund	Green Cell - Department Input		
Dept #:			Public Works - 1142			
Division:			Cemetery - 1142			
			Dept. Head-Rick Fletcher			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 185,346.19	\$ 183,820.30	\$ 193,038.62
1220	Salaries & Wages Overtime		Funds are used for funeral services conducted after hours and on holidays	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00
1224	Cell Phone Stipend		Cell phone stipend for Cemetery Supervisor, Michael Langley \$60.00/mo	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time		Funds to hire (2)two part time seasonal maintenance workers for a 26 week period to assist with cemetery grounds maintenance.	\$ 14,000.00	\$ 22,400.00	\$ 22,400.00
1275	Salaries & Wages Bonus		5 employees x \$413.00	\$ 2,065.00	\$ 2,100.00	\$ -
1278	Wellness Earnings		5 employees x \$300.00	\$ 1,500.00	\$ 1,500.00	\$ -
1280	Vacation Pay Out		Anticipated retirement 20/21		\$ 6,187.20	\$ 6,187.20
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 15,791.99	\$ 16,335.83	\$ 16,765.63
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 20,952.77	\$ 21,674.34	\$ 22,376.10
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,257.25	\$ 8,541.61	\$ 8,766.34
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 32,700.00	\$ 32,700.00	\$ 32,700.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 190.80	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance		\$ 97.00	\$ 97.00
1860	Worker's Compensation		Provided by Finance	\$ 3,291.77	\$ 1,349.00	\$ 1,349.00
Total Salaries & Benefits				\$ 287,615.76	\$ 300,616.09	\$ 307,590.69
1932	Medical Exams				\$ 100.00	\$ 100.00
2121	Uniforms		Funds to continue to provide uniforms for (4)four employees. Includes 1 superintendent	\$ 1,800.00	\$ 1,900.00	\$ 1,900.00
2123	Protective Clothing		Funds to provide PPE such as rain suits, steel toe rubber boots, gloves, safety glasses, etc. Increase requested due change in pricing and projected shortfall for previous FY	\$ 974.88	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe		Funds to purchase steel toe shoes for five full time and two part time employees @ \$110.00 each	\$ 630.00	\$ 770.00	\$ 770.00
2323	Other Training	Y	Cemetery Workshop in Charlotte: registration for (2)two employees Landscape Conference: registration for (2)two certified applicators Chemical spill Class: registration for (2)two certified applicators	\$ 400.00	\$ 410.00	\$ 410.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Public Works - 1142				
Division:		Cemetery - 1142				
		Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2501	Vehicle Operation/Maintenance		Funds provided will be allocated for the repair and preventative maintence for all cemetery assigned equipment. This includes trucks, mowers, backhoe, tractors, trailers, sprayers, weed eaters, edgers, blowers, hedge trimmers, tamps, saws, leaf vaccum and other equipment needing repairs.	\$ 11,000.00	\$ 15,000.00	\$ 11,250.00
2502	Vehicle Fuel		Funds will provide fuel for all cemetery equipment	\$ 5,000.00	\$ 5,000.00	\$ 3,025.00
2993	Operational Supplies		Funds will provide all nescesarry materials and equipment for cemetery maintenance operations such as, cement, grave boards, grass seed, herbicides, pesticides, weed eater string, seasonal flowers, weed eaters, blowers, hedge trimmers, sprayers, etc.	\$ 15,000.00	\$ 18,000.00	\$ 11,250.00
2994	Tools		Funds used to purchase hand tools such as rakes, shovels, pruning shears and probes	\$ 350.00	\$ 400.00	\$ 300.00
3121	Travel	Y	Cemetery Workshop in Charlotte: - updates on cemetery laws and regulations - efficient ways to operate cemeteries Lodging for (2) nights (\$150.00) -(2)Breakfast for (2)employees @ \$10.00 = \$40.00 -(2)Dinner for (2)employees @ \$25.00 = \$100.00 -(1)Lunch for (2)employees @ \$16.00 = \$32.00 -Mileage Reimbursement 460miles @ \$0.575/mile = \$265.00 Chemical Spill Class -(2)Lunch for (2)employees @ \$15.00 = \$30.00	\$ 413.23	\$ 650.00	\$ 350.00
3210	Telephone			\$ 1,020.00	\$ 1,020.00	\$ 1,020.00
3250	Postage			\$ 5.00	\$ 10.00	\$ 10.00
3310	Electricity		Funds for electrical service for the office and shop at Willowdale Cemetery	\$ 1,800.00	\$ 1,800.00	\$ 1,350.00
3321	Heating Fuel		Funds to purchase LP gas used for heating the office at Willowdale Cemetery	\$ 700.00	\$ 800.00	\$ 800.00
3410	Printing		Funds to purchase cemetery services books used for invoicing	\$ -	\$ 50.00	\$ 50.00
3510	Repairs (Insurance Claims)					
3511	Building Maintenance		Estimated \$300.00 to pay for monthly pest control and yearly termite inspection. Remainder used for general maintenance of cemetery office and equipment barn	\$ 3,040.34	\$ 1,000.00	\$ 750.00
3599	Storm Damage Cleanup					
3914	Contract Services		Holden Temporaries	\$ 1,171.80	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input
Dept #:	Public Works - 1142		
Division:	Cemetery - 1142		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3994	Tree Service		Remove two large oak tree with excessive limb rot and buttress rot that are a safety risk to persons and stones around the area of the two trees. Budgeting quote provided. Exact amount for service will be quoted at time of request to remove	\$ 5,000.00	\$ 14,000.00	\$ 4,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 680.00	\$ 680.00	\$ 680.00
4521	Auto Liability		provided by Finance	\$ 1,705.00	\$ 1,790.00	\$ 1,790.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00
4990	Equipment Expense					
Total Operating Expenditures				\$ 50,712.25	\$ 64,402.00	\$ 41,327.00
5486	72" Cut Riding Mower			\$ 10,802.50	\$ 12,964.00	\$ 12,964.00
5825	Storage Building		Funds to replace a 30-40 year old Arch Style Metal Building with a 40x50x15' Single Slope Metal Building with three new rollup doors and one walk thru door to allow access from multiple sides. The current building panels are basically rusted to the point that you can visibly see daylight through many of the panels. Some rusted areas and holes in the roof and wall panels are causing water problems and condensation. Repairs are estimated at \$12K with no guarantee that further leaks would not happen with just repair because of the general condition of the building. Requested funds would supply a commercial grade building with a 20yr warranty and concrete that would be big enough to allow for safer storage and security of cemetery equipment. We currently have to move out equipment to access other equipment. Floors constantly stay wet and muddy as well as our equipment. The cemetery would assume responsibility of demolishing current structure and grading area for new building. \$18K for concrete, electric, etc.		\$ 50,000.00	\$ -
5999	Elmwood Cemetery Expansion				\$ -	\$ -
Total Capital Outlay				\$ 10,802.50	\$ 62,964.00	\$ 12,964.00
Total Debt Service				\$ -	\$ -	\$ -
Total Public Works-Cemetery Budget				\$ 349,130.51	\$ 427,982.09	\$ 361,881.69

CAPITAL OUTLAY																	Fiscal Year FY20-21		
Fund:		11-General Fund					Dept. Head-Rick Fletcher												
Dept #:		Public Works - 1142																	
Division:		Cemetery - 1142																	
		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?	FY17-18	FY18-19	FY19-20		Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?			
1	5486	E1233	2013 Hustler 60" mower	\$ 8,899.00	1,972	\$ 1,500.00	\$ 1,928.16	\$ 1,174.21	\$ 1,026.14	N	1	John Deere Z930M w/Bagger	Mower has 1972hrs. Issues with it backfiring. Spending an avg of \$2500/yr in repairs since placed in service in 2013.	\$ 12,964.00	\$ 12,964.00	N			
2	5825	N/A	1970's Arch style metal building - Willowdale	N/A	N/A	\$ 2,000.00				N	2	40x50x15 Commercial building with 20yr warranty	Current building leaks, is beyond repair and lacks adequate space to safely store equipment	\$ 50,000.00	\$ -	N			
Total Capital Outlay Request				\$ 8,899.00		\$ 3,500.00	\$ 1,928.16	\$ 1,174.21	\$ 1,026.14					\$ 62,964.00	\$ 12,964.00				

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Public Works - 1142
Division: Cemetery - 1142
Account: 2323 Other Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Cemetery Workshop registration (2)employees	\$ 140.00	\$ 150.00	\$ 150.00
2	Landscape Conference in Rocky Mount (2) Licensed Staff	\$ 70.00	\$ 70.00	\$ 70.00
3	Chemical Spill Class held @ Public Works (2) Licensed Staff	\$ 190.00	\$ 190.00	\$ 190.00
4				
5				
6				
7				
8				
9				
10				
	Total - 2323 Other Training	\$ 400.00	\$ 410.00	\$ 410.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Public Works - 1142
Division: Cemetery - 1142
Account: 3121 Travel

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Cemetery Workshop in Charlotte: - updates on cemetery laws and regulations - efficient ways to operate cemeteries Lodging for (2) nights (\$150.00) (2)Breakfast for (2)employees @ \$10.00 = \$40.00 (2)Dinner for (2)employees @ \$25.00 = \$100.00 (1)Lunch for (2)employees @ \$16.00 = \$32.00 Mileage Reimbursement 460miles @ \$0.575/mile = \$265.00 Chemical Spill Class (2)Lunch for (2)employees @ \$15.00 = \$30.00	\$ 413.23	\$ 650.00	\$ 650.00
2	Cut per CM/ACM to FY20			\$ (300.00)
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 413.23	\$ 650.00	\$ 350.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Temporary worker contracted through Holden Temporaries	\$ 1,171.80	\$ -	\$ -
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 1,171.80	\$ -	\$ -

FISCAL YEAR 2020-21 BUDGET

DEPARTMENT/DIVISION: STREET MAINTENANCE

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 Street Maintenance Division are as follows:

GOALS/MAJOR OBJECTIVES:

- Continue to improve and streamline the efficiency of operations
- Increase efforts to repair/replace hazardous sidewalk sections
- Improve focus on repair/maintenance of City streets and sidewalks
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas
- Expand CityWorks capabilities to track all requirements

SIGNIFICANT BUDGET ISSUES:

- Maintenance and/or replacement costs associated with an aging equipment fleet
- Increasing costs of raw material needed for infrastructure repairs (concrete, asphalt, stone, dirt, etc.)

EXPENDITURE SHEET		Fiscal Year FY20-21								
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			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular		\$ 385,030.36	\$ 441,247.31	\$ 441,247.31	\$ 399,747.54	\$ 431,765.94	-2.15%	\$ 437,800.80	-0.78%
1220	Salaries & Wages Overtime		\$ 15,085.83	\$ 6,090.30	\$ 6,090.30	\$ 6,000.00	\$ 6,000.00	-1.48%	\$ 6,000.00	-1.48%
1224	Cell Phone Stipend		\$ -			\$ -	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time		\$ (1,351.35)			\$ -	\$ -	*	\$ -	*
1274	Call Duty Pay		\$ 3,357.14	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus		\$ 3,705.84	\$ -	\$ -	\$ 4,956.00	\$ 5,000.00	~	\$ -	*
1278	Wellness Earnings		\$ 1,615.60	\$ -	\$ -	\$ 3,600.00	\$ 3,600.00	~	\$ -	*
1280	Vacation Pay Out		\$ 4,347.87	\$ -	\$ -	\$ 5,638.87	\$ -	*	\$ -	*
1810	Social Security		\$ 30,936.31	\$ 34,474.14	\$ 34,474.14	\$ 32,374.22	\$ 34,395.62	-0.23%	\$ 34,199.39	-0.80%
1821	NCLGERS-Retirement		\$ 33,536.37	\$ 40,647.68	\$ 40,647.68	\$ 42,954.03	\$ 45,636.02	12.27%	\$ 45,643.89	12.29%
1822	401-K Retirement		\$ 14,920.71	\$ 18,025.26	\$ 18,025.26	\$ 16,927.70	\$ 17,984.64	-0.23%	\$ 17,882.03	-0.79%
1830	Hospital Insurance		\$ 58,997.31	\$ 69,960.00	\$ 69,960.00	\$ 78,480.00	\$ 78,480.00	12.18%	\$ 78,480.00	12.18%
1835	Group Term Life Insurance Coverage		\$ 446.85	\$ -	\$ -	\$ 457.92	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation		\$ -	\$ -	\$ -	\$ -	\$ 209.00	*	\$ 209.00	*
1860	Worker's Compensation		\$ 6,691.58	\$ 5,420.00	\$ 5,420.00	\$ 5,865.40	\$ 5,582.00	2.99%	\$ 5,582.00	2.99%
	Total Salaries & Benefits		\$ 557,320.42	\$ 619,114.69	\$ 619,114.69	\$ 600,251.68	\$ 632,361.13	2.14%	\$ 629,505.02	1.68%
1932	Medical Exams		\$ 325.00	\$ -	\$ -	\$ 369.00	\$ 300.00	*	\$ 300.00	*
2121	Uniforms		\$ 4,364.29	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	0.00%	\$ 7,200.00	0.00%
2123	Protective Clothing		\$ 2,115.88	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%
2124	Shoes-Steel Toe		\$ 1,080.00	\$ 1,080.00	\$ 1,080.00	\$ 1,350.00	\$ 1,320.00	22.22%	\$ 1,320.00	22.22%
2323	Other Training		\$ 2,030.04	\$ 1,725.00	\$ 1,725.00	\$ 1,894.00	\$ 3,825.00	121.74%	\$ 1,207.50	-30.00%
2501	Vehicle Operation/Maintenance		\$ 48,759.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	0.00%	\$ 26,250.00	-25.00%
2502	Vehicle Fuel		\$ 19,083.60	\$ 23,000.00	\$ 23,000.00	\$ 15,000.00	\$ 23,000.00	0.00%	\$ 17,250.00	-25.00%
2591	Fuel For Equipment		\$ 749.58	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2993	Operational Supplies		\$ 7,383.83	\$ 26,000.00	\$ 26,000.00	\$ 20,000.00	\$ 26,000.00	0.00%	\$ 19,500.00	-25.00%
2994	Tools		\$ 3,492.21	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 3,000.00	-25.00%
3121	Travel		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 666.52	\$ 2,000.00	100.00%	\$ 700.00	-30.00%
3210	Telephone		\$ 1,987.88	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00	0.00%	\$ 2,340.00	0.00%
3250	Postage		\$ 0.50	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	*	\$ 10.00	*
3410	Printing		\$ 40.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*
3426	Stream Debris Removal Grant		\$ 61,597.00			\$ -	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance		\$ 4,080.74	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 5,000.00	400.00%	\$ 2,500.00	150.00%
3593	Asphalt Repairs		\$ 35,768.44	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	0.00%	\$ 30,000.00	0.00%
3594	Concrete Repairs		\$ 15,081.05	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		4134	Public Works						
Division:		4134	Street Maintenance						
			Dept. Head Rick Fletcher						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3913	Landfill Charges	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
3914	Contract Services	\$ 300.00			\$ -	\$ -	*	\$ -	*
3950	Education Reimbursement		\$ 1,100.00	\$ 1,100.00	\$ -	\$ 2,500.00	127.27%	\$ 1,250.00	13.64%
3994	Tree Service	\$ 17,900.00			\$ -	\$ -	*	\$ -	*
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 558.00	\$ 558.00	~	\$ 558.00	~
4521	Auto Liability	\$ 2,419.00	\$ 2,540.00	\$ 2,540.00	\$ 2,400.00	\$ 2,519.00	-0.83%	\$ 2,519.00	-0.83%
4541	Employee Personal Liability	\$ 91.00	\$ 91.00	\$ 91.00	\$ 91.00	\$ 91.00	*	\$ 91.00	*
4912	Fees & Dues	\$ 50.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 228,699.04	\$ 171,986.00	\$ 171,986.00	\$ 159,678.52	\$ 181,463.00	5.51%	\$ 151,795.50	-11.74%
5150	Excavator	\$ -	\$ -	\$ -	\$ -	\$ 60,200.00	~	\$ 60,200.00	~
5410	Backhoe		\$ 121,182.00	\$ 121,182.00	\$ 113,988.00	\$ -	*	\$ -	*
5420	Tandem Dump Truck				\$ -	\$ 49,200.00	~	\$ 49,200.00	~
5426	Pick-Up Truck W/Club Cab				\$ -	\$ 51,800.00	~	\$ 51,800.00	~
5453	Pothole Patcher		\$ 186,500.00	\$ 186,500.00	\$ 187,390.74	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ 4,400.00	\$ 4,400.00	\$ 4,400.00	\$ -	*	\$ -	*
5672	Utility Trailer				\$ -	\$ 6,000.00	~	\$ 6,000.00	~
5991	Storm Drainage Improvements	\$ 257,691.00			\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 257,691.00	\$ 312,082.00	\$ 312,082.00	\$ 305,778.74	\$ 167,200.00	-46.42%	\$ 167,200.00	-46.42%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Street Maintenance Budget	\$ 1,043,710.46	\$ 1,103,182.69	\$ 1,103,182.69	\$ 1,065,708.94	\$ 981,024.13	-11.07%	\$ 948,500.52	-14.02%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Public Works - 4134				
Division:		Street Maintenance - 4134				
				Dept. Head-Rick Fletcher		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 399,747.54	\$ 431,765.94	\$ 437,800.80
1220	Salaries & Wages Overtime		funds for overtime hours incurred by crews called in during emergencies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1224	Cell Phone Stipend			\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -
1274	Call Duty Pay		\$125.00 weekly split with 4137	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus		12 employees x \$413.00	\$ 4,956.00	\$ 5,000.00	\$ -
1278	Wellness Earnings		12 employees x \$300.00	\$ 3,600.00	\$ 3,600.00	\$ -
1280	Vacation Pay Out		No anticipated retirements FY20-21	\$ 5,638.87	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 32,374.22	\$ 34,395.62	\$ 34,199.39
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 42,954.03	\$ 45,636.02	\$ 45,643.89
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 16,927.70	\$ 17,984.64	\$ 17,882.03
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 457.92	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance		\$ 209.00	\$ 209.00
1860	Worker's Compensation		Provided by Finance	\$ 5,865.40	\$ 5,582.00	\$ 5,582.00
	Total Salaries & Benefits			\$ 600,251.68	\$ 632,361.13	\$ 629,505.02
1932	Medical Exams		Requested average of three previous years	\$ 369.00	\$ 300.00	\$ 300.00
2121	Uniforms		Funds to continue to provide hi-visibility uniforms for 10 employees assigned to this division. Also includes 1 supervisor and 1 superintendent	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
2123	Protective Clothing		Funds to purchase PPE items such as rubber boots, gloves, respirators, goggles, etc.	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
2124	Shoes-Steel Toe		FY 19/20 Employee turn-over need additional funds. Funds to purchase steel toe shoes for 12 employees @ 110.00	\$ 1,350.00	\$ 1,320.00	\$ 1,320.00
2323	Other Training	Y		\$ 1,894.00	\$ 3,825.00	\$ 1,207.50
2501	Vehicle Operation/Maintenance		Funds to operate and maintain vehicles and equipment assigned to this division	\$ 35,000.00	\$ 35,000.00	\$ 26,250.00
2502	Vehicle Fuel		Funds for the purchase of fuel for Street Maintenance vehicles	\$ 15,000.00	\$ 23,000.00	\$ 17,250.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2591	Fuel For Equipment		Funds to purchase propane gas used for the forklift, pothole patcher and infared asphalt patcher	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2993	Operational Supplies		Funds to purchase materials and supplies necessary for street maintenance operations. Items include, but are not limited to, mortar, cement, lumber and pot hole patcher degreaser, dirt backfill, traffic cones and barricades, etc. Requested amount includes \$500 for CDL renewal reimbursements, \$195 for hoist inspections, \$500 for Hepatitis B vaccines, \$1300 for new traffic control devices, and \$500 for fire extinguisher inspections. Also includes \$2000 for chemicals to treat crab grass in city sidewalks.	\$ 20,000.00	\$ 26,000.00	\$ 19,500.00
2994	Tools		Funds to purchase hand tools such as shovels, rakes, pitchforks, brooms, floats, trowels, axes, power tools, concrete tools, etc. used in the daily operations of the division.	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00
3121	Travel	Y		\$ 666.52	\$ 2,000.00	\$ 700.00
3210	Telephone		Current budget for (3) iPhones to be used for superintendent, supervisor and senior heavy equipment operator . (\$65 x 3 = \$2340)	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00
3250	Postage			\$ 10.00	\$ 10.00	\$ 10.00
3410	Printing			\$ 250.00	\$ 250.00	\$ 250.00
3426	Stream Debris Removal Grant					
3522	Machine/Equipment Maintenance		Funds for the replacement of wearable components on equipment to include, but not limited to, cutting edges for bladed equipment. Replacement "teeth" and bolts for the skid steer cost \$2,620.15 alone.	\$ 3,000.00	\$ 5,000.00	\$ 2,500.00
3593	Asphalt Repairs		Funds for the purchase of asphalt, cold mix, stone, screening, etc. Used in the repair of storm water cave-ins, pot holes and utility cuts	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3594	Concrete Repairs		Funds for the purchase of concrete, including environmental fees and fuel surcharges, for sidewalk repairs and other miscellaneous concrete projects throughout the city such as bus shelters.	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Public Works - 4134				
Division:		Street Maintenance - 4134				
				Dept. Head-Rick Fletcher		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3913	Landfill Charges		Funds for disposal of Construction and Demolition Debris.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -
3950	Education Reimbursement			\$ -	\$ 2,500.00	\$ 1,250.00
3994	Tree Service			\$ -	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 558.00	\$ 558.00	\$ 558.00
4521	Auto Liability		Provided by Finance	\$ 2,400.00	\$ 2,519.00	\$ 2,519.00
4541	Employee Personal Liability		Provided by Finance	\$ 91.00	\$ 91.00	\$ 91.00
4912	Fees & Dues	Y		\$ 300.00	\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 159,678.52	\$ 181,463.00	\$ 151,795.50
5150	Excavator		Bobcat mini excavator vs \$120K for backhoe replacement		\$ 60,200.00	\$ 60,200.00
5410	Backhoe			\$ 113,988.00	\$ -	\$ -
5420	Tandem Dump Truck		Two tamdem dumptruck bed replacements		\$ 49,200.00	\$ 49,200.00
5426	Pick-Up Truck W/Club Cab		Replace truck that was totaled in April 2019..to haul miniexcavator		\$ 51,800.00	\$ 51,800.00
5453	Pothole Patcher			\$ 187,390.74	\$ -	\$ -
5527	Miscellaneous Equipment			\$ 4,400.00	\$ -	\$ -
5672	Utility Trailer		Trailer to haul mini excavator		\$ 6,000.00	\$ 6,000.00
5991	Storm Drainage Improvements				\$ -	\$ -
Total Capital Outlay				\$ 305,778.74	\$ 167,200.00	\$ 167,200.00
Total Debt Service				\$ -	\$ -	\$ -
Total Public Works-Street Maintenance Budget				\$ 1,065,708.94	\$ 981,024.13	\$ 948,500.52

<div> <div> CAPITAL OUTLAY Fiscal Year FY20-21 </div> <div> Fund: 11-General Fund Dept. Head-Rick Fletcher </div> <div> Dept #: Public Works - 4134 </div> <div> Division: Street Maintenance - 4134 </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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5150	E-999	2004/John Deere Backhoe	\$ 71,395.00	6558 hrs	\$ 20,306.00	\$ 1,542.05	\$ 2,943.74	\$ 1,577.16	N	1	E-55 Bobcat mini ex	Would replace the 2004 backhoe	\$ 60,200.00	\$ 60,200.00	Y
2	5420	D-906	2001/Sterling/16 Ton - BED ONLY	\$ 64,874.00	99,499		\$ 4,681.36	\$ 850.90	\$ 2,679.35	N	2	Replacement of Tandum truck body	Beds have deteriorated and pose a safety issue when hauling material through city streets	\$ 24,600.00	\$ 24,600.00	Y
3	5420	D-930	2002/Sterling/16 Ton - BED ONLY	\$ 64,874.00	119,050		\$ 1,075.07	\$ 3,275.69	\$ 1,127.00	N	3	Replacement of Tandum truck body	Beds have deteriorated and pose a safety issue when hauling material through city streets	\$ 24,600.00	\$ 24,600.00	Y
4	5426	P-1172	2011/F-350/service body -Truck Totaled Last April	\$ 23,611.19	72,417	\$ -			involved in accident and Totaled	N	1	F-350 Service body	The old vehicle was totaled in April 2019	\$ 51,800.00	\$ 51,800.00	Y
5	5672	N/A	Addition	N/A	N/A	N/A				N	1	Tilt equipment trailer to haul mini excavator	This trailer will be used to haul the new Bobcat mini excavator if approved	\$ 6,000.00	\$ 6,000.00	N
6																
7																
8																
9																
10																
<div> <div> Total Capital Outlay Request \$ 224,754.19 \$ 20,306.00 \$ 7,298.48 \$ 7,070.33 \$ 5,383.51 </div> <div> \$ 167,200.00 \$ 167,200.00 </div> </div>																

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Designing Pedestrian facilities for accessibility 4@ 150 ea	\$ -	\$ 600.00	\$ 600.00
2	Backhoe operations and safety training 3 @ \$200 ea	\$ -	\$ 600.00	\$ 600.00
3	Chemical Spill response OSHA Level II training x 3 employees	\$ -	\$ 300.00	\$ 300.00
4	Maintenance and repair of Utility cuts 4@ \$100	\$ -	\$ 400.00	\$ 400.00
5	APWA Annual Streets Conference fees (3 employees)	\$ -	\$ 900.00	\$ 900.00
6	APWA Miscellances Courses (NC STATE LTAP)	\$ -	\$ 600.00	\$ 600.00
7	Work Zone Supervisor Safety Training 1@ \$425	\$ -	\$ 425.00	\$ 425.00
8		\$ 1,894.00		
9	Per CM/ACM 5/19/20 cut training & travel to FY20 Adopted			\$ (2,100.00)
10	Per CM/ACM 5/19/20 cut training & travel addtl 30% FY20 Adopted			\$ (517.50)
	Total - 2323 Other Training	\$ 1,894.00	\$ 3,825.00	\$ 1,207.50

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 11-General Fund
Dept #: Public Works - 4134
Division: Street Maintenance - 4134
Account: 3121 Travel

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Used to furnish meals/rental car/lodging for conferences and out-of town trainings	\$ 666.52	\$ 2,000.00	\$ 2,000.00
2	Per CM/ACM 5/19/20 cut training & travel to FY20 Adopted			\$ (1,000.00)
3	Per CM/ACM 5/19/20 cut training & travel addtl 30% FY20 Adopted			\$ (300.00)
4				
5				
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 666.52	\$ 2,000.00	\$ 700.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Waste Water Collection annual renewal fee 2@ \$100 ea	\$ 300.00	\$ 200.00	\$ 200.00
2		Pesticides License renewal 1@ \$100		\$ 100.00	\$ 100.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4912 Fees & Dues	\$ 300.00	\$ 300.00	\$ 300.00

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		4135	Engineering						
Division:		4135	Streets & Storms - Utilities						
			Dept. Head Marty Anderson						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3311	Street Lights	\$ 482,487.95	\$ 450,000.00	\$ 450,000.00	\$ 487,000.00	\$ 490,000.00	8.89%	\$ 490,000.00	8.89%
3595	Railroad Signal Maintenance	\$ 20,408.00	\$ 20,200.00	\$ 20,200.00	\$ 21,700.00	\$ 22,000.00	8.91%	\$ 22,000.00	8.91%
3596	Bridge Inspections & Repairs	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 2,800.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
Total Operating Expenditures		\$ 502,895.95	\$ 474,200.00	\$ 474,200.00	\$ 511,500.00	\$ 516,000.00	8.81%	\$ 516,000.00	8.81%
5991	Storm Drainage Improvements	\$ -			\$ -	\$ -	*	\$ -	*
5993	Railroad Signals	\$ -	\$ 5,000.00	\$ 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	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Engineering-Streets & Storms - Utilities Bud		\$ 502,895.95	\$ 479,200.00	\$ 479,200.00	\$ 516,500.00	\$ 521,000.00	8.72%	\$ 521,000.00	8.72%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Marty Anderson	Green Cell - Department Input
Dept #:	Engineering - 4135		
Division:	Streets & Storms - Utilities - 4135		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3311	Street Lights		Existing system and additional street lights added FY20-21	\$ 487,000.00	\$ 490,000.00	\$ 490,000.00
3595	Railroad Signal Maintenance		City's 50% maintenance cost for railroad crossing signals	\$ 21,700.00	\$ 22,000.00	\$ 22,000.00
3596	Bridge Inspections & Repairs		Bridge Inspections due every two years -next inspec. 2020	\$ 2,800.00	\$ 4,000.00	\$ 4,000.00
	Total Operating Expenditures			\$ 511,500.00	\$ 516,000.00	\$ 516,000.00
5991	Storm Drainage Improvements				\$ -	\$ -
5993	Railroad Signals		City'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 & Storms - Utilities Bu			\$ 516,500.00	\$ 521,000.00	\$ 521,000.00

CAPITAL OUTLAY			Fiscal Year FY20-21													
Fund:		11-General Fund			Dept. Head-Marty Anderson											
Dept #:		Engineering - 4135														
Division:		Streets & Storms - Utilities - 4135														
Current Asset Information												Replacement Asset Information				
Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5993	N/A	N/A	N/A	N/A	N/A				N/A		Railroad Signals	City's 10% share of railroad crossing installations	\$ 5,000.00	\$ 5,000.00	N
2																
3																
4																
5																
6																
7																
8																
9																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 5,000.00	\$ 5,000.00	

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund: 11-General Fund		Dept. Head		Marty Anderson					
Dept #: 4136		Engineering		~ = Division by Zero					
Division: 4136		Street Paving		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3588	Street Resurfacing				\$ -	\$ 500,000.00	~	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	~	\$ -	*
5733	Paving Multi-Use Areas				\$ -	\$ 187,500.00	~	\$ 187,500.00	~
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 187,500.00	~	\$ 187,500.00	~
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Engineering-Street Paving Budget	\$ -	\$ -	\$ -	\$ -	\$ 687,500.00	~	\$ 187,500.00	~

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Marty Anderson	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Engineering - 4136		
Division:	Street Paving - 4136		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3588	Street Resurfacing		Resurfacing Program for FY2020-21 (This is NOT Financed with any bonds, cash paid!) As of 3/31/20 \$2,206,328.89 left in escrow. Weaver Asphalt contract \$641,711 reduces amount to \$1,564,617.89. cfg 5/16/2020 2:38 PM	\$0.00	\$500,000.00	\$ -
	Total Operating Expenditures			\$ -	\$ 500,000.00	\$ -
5733	Paving Multi-Use Areas		Paving for various dirt streets & NCDOT Greenway Project (E-5707)	\$0.00	\$ 187,500.00	\$ 187,500.00
	Total Capital Outlay			\$ -	\$ 187,500.00	\$ 187,500.00
						\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Engineering-Street Paving Budget			\$ -	\$ 687,500.00	\$ 187,500.00

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund:		11-General Fund Dept. Head-Marty Anc														
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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5733	N/A	N/A	N/A	N/A	N/A				N/A		Paving Petition received on 6-30-14 for Branch Street from Vann Street to Southern End - per Marty we can eliminate this line item. There is only 1 house on this street. Cfg 4/29/2020 11:17 AM	Dirt street in poor condition	\$ -	\$ -	N
2	5733	N/A	N/A	N/A	N/A	N/A				N/A		Various dirt street paving - we can eliminate and make it part of the larger project with the \$500K cfg 4/29/2020 11:20 AM	Dirt streets in poor condition	\$ -	\$ -	N
3	5733	NCDOT	N/A	N/A	N/A	N/A				N/A		Stoney Creek Greenway-NCDOT Project E-5707	NCDOT funded project to construct greenway path from Royall Avenue to Quail Park - NCDOT will reimburse 100% of cost, but do not know when, depends on NCDOT funding. Per Marty - we don't know if they will fund it. We have to pay upfront, and they will reimburse. Cfg 4/29/2020 11:21 AM	\$ 187,500.00	\$ 187,500.00	N
4																
5																
6																
7																
8																
Total Capital Ou				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 187,500.00	\$ 187,500.00	

FISCAL YEAR 2020-21 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:

- Train all Senior Heavy Equipment Operators on the SJAFB commercial routes
- Continue to train personnel on Fully-Automated vehicles
- Extend useful life of equipment and vehicles through regular preventative maintenance
- Maximize revenue generated from recycling and commercial business accounts
- Train personnel in their respective job functions to ensure compliance with state and federal requirements in regulated areas
- Codify our handicap pickup accounts
- Continue to market and promote our residential and commercial dumpster service
- Explore options to relocate and rebuild the City's Transfer Station

SIGNIFICANT BUDGET ISSUES:

- Funds to upgrade/repair the City's aging transfer station
- Costs associated with replacing an aging Solid Waste fleet—Automated Fleet is seven years old w/useful life of ten years
- Funds to purchase commercial dumpsters—allowing for expansion of our commercial business
- Increased landfill and recycle costs associated with increased refuse collections and recycling costs

EXPENDITURE SHEET		Fiscal Year FY20-21							
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		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,180,436.73	\$ 1,290,589.38	\$ 1,290,589.38	\$ 1,243,341.37	\$ 1,278,819.12	-0.91%	\$ 1,286,610.79	-0.31%
1220	Salaries & Wages Overtime	\$ 37,089.10	\$ 10,150.50	\$ 10,150.50	\$ 10,000.00	\$ 10,000.00	-1.48%	\$ 10,000.00	-1.48%
1224	Cell Phone Stipend	\$ 1,346.26	\$ 1,920.00	\$ 1,920.00	\$ 1,919.00	\$ 2,160.00	12.50%	\$ 2,160.00	12.50%
1260	Salaries & Wages Part-Time	\$ 78,745.58	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%
1272	Holiday Pay	\$ 33,418.45	\$ 37,556.85	\$ 37,556.85	\$ 36,500.00	\$ 36,500.00	-2.81%	\$ 36,500.00	-2.81%
1275	Salaries & Wages Bonus	\$ 14,823.36	\$ -	\$ -	\$ 12,959.06	\$ 15,750.00	~	\$ -	*
1278	Wellness Earnings	\$ 6,577.80	\$ -	\$ -	\$ 8,575.00	\$ 8,600.00	~	\$ -	*
1280	Vacation Pay Out	\$ 4,628.37	\$ -	\$ -	\$ 9,675.00	\$ 4,200.00	~	\$ 4,200.00	~
1810	Social Security	\$ 103,052.05	\$ 106,799.50	\$ 106,799.50	\$ 105,414.66	\$ 107,943.73	1.07%	\$ 106,677.02	-0.11%
1821	NCLGERS-Retirement	\$ 103,265.28	\$ 120,714.82	\$ 120,714.82	\$ 139,863.90	\$ 143,219.46	18.64%	\$ 142,375.47	17.94%
1822	401-K Retirement	\$ 46,136.45	\$ 53,531.71	\$ 53,531.71	\$ 55,118.78	\$ 56,441.16	5.44%	\$ 55,778.83	4.20%
1830	Hospital Insurance	\$ 193,034.83	\$ 209,880.00	\$ 209,880.00	\$ 228,900.00	\$ 228,900.00	9.06%	\$ 215,820.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 1,308.89	\$ -	\$ -	\$ 1,335.60	\$ 1,335.60	~	\$ 1,335.60	~
1850	Unemployment Compensation	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
1860	Worker's Compensation	\$ 26,292.63	\$ 9,970.00	\$ 9,970.00	\$ 20,000.00	\$ 10,267.00	2.98%	\$ 10,267.00	2.98%
	Total Salaries & Benefits	\$ 1,833,155.78	\$ 1,899,112.76	\$ 1,899,112.76	\$ 1,931,602.37	\$ 1,962,136.07	3.32%	\$ 1,929,724.70	1.61%
1932	Medical Exams	\$ 757.00	\$ -	\$ -	\$ 400.00	\$ 400.00	*	\$ 400.00	*
1991	Consultant Fees	\$ -			\$ -	\$ -	*	\$ -	*
2121	Uniforms	\$ 16,738.28	\$ 15,000.00	\$ 15,000.00	\$ 18,300.00	\$ 18,000.00	20.00%	\$ 18,000.00	20.00%
2123	Protective Clothing	\$ 4,857.97	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%
2124	Shoes-Steel Toe	\$ 2,824.54	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ 4,500.00	10.29%	\$ 4,500.00	10.29%
2323	Other Training	\$ 1,191.00	\$ 2,925.00	\$ 2,925.00	\$ 2,025.00	\$ 2,925.00	0.00%	\$ 2,047.50	-30.00%
2501	Vehicle Operation/Maintenance	\$ 358,174.93	\$ 370,000.00	\$ 370,000.00	\$ 370,000.00	\$ 370,000.00	0.00%	\$ 345,000.00	-6.76%
2502	Vehicle Fuel	\$ 136,878.38	\$ 152,000.00	\$ 152,000.00	\$ 130,000.00	\$ 150,000.00	-1.32%	\$ 120,000.00	-21.05%
2511	Oil & Lubricants	\$ 7.74	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	0.00%	\$ 1,250.00	0.00%
2993	Operational Supplies	\$ 8,566.22	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 17,500.00	16.67%	\$ 11,250.00	-25.00%
2994	Tools	\$ 1,564.09	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	25.00%	\$ 1,500.00	-25.00%
3121	Travel	\$ 1,619.66	\$ 3,000.00	\$ 3,000.00	\$ 1,536.00	\$ 3,000.00	0.00%	\$ 2,100.00	-30.00%
3210	Telephone	\$ 7,231.56	\$ 14,300.00	\$ 14,300.00	\$ 11,000.00	\$ 11,000.00	-23.08%	\$ 11,000.00	-23.08%
3250	Postage	\$ 7.13	\$ 50.00	\$ 50.00	\$ 10.00	\$ 20.00	*	\$ 20.00	*
3310	Electricity	\$ 3,991.08	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	0.00%	\$ 3,375.00	-25.00%
3410	Printing	\$ 5,080.73	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 3,750.00	-25.00%
3522	Machine/Equipment Maintenance	\$ 5,985.75	\$ 55,000.00	\$ 55,000.00	\$ 58,000.00	\$ 60,000.00	9.09%	\$ 41,250.00	-25.00%
3604	Trash Container Purchases	\$ 39,753.05	\$ 48,000.00	\$ 48,000.00	\$ 35,000.00	\$ 48,000.00	0.00%	\$ 35,000.00	-27.08%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	4143	Public Works							
Division:	4143	Solid Waste							
		Dept. Head Rick Fletcher							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3607	Dumpsters	\$ 22,541.00	\$ 114,500.00	\$ 114,500.00	\$ 80,000.00	\$ 100,000.00	-12.66%	\$ 80,000.00	-30.13%
3913	Landfill Charges	\$ 387,225.49	\$ 350,000.00	\$ 350,000.00	\$ 430,000.00	\$ 450,000.00	28.57%	\$ 450,000.00	28.57%
3914	Contract Services	\$ 2,750.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
3916	Recycling Fees		\$ 65,000.00	\$ 65,000.00	\$ 125,000.00	\$ 130,000.00	100.00%	\$ 130,000.00	100.00%
3950	Education Reimbursement	\$ 906.57	\$ 3,300.00	\$ 3,300.00	\$ 950.00	\$ 4,000.00	21.21%	\$ 2,000.00	-39.39%
4511	Multi-Peril Insurance	\$ 2,632.00	\$ 2,764.00	\$ 2,764.00	\$ 2,764.00	\$ 2,964.00	7.24%	\$ 2,964.00	7.24%
4521	Auto Liability	\$ 33,144.00	\$ 34,801.00	\$ 34,801.00	\$ 32,578.00	\$ 34,207.00	-1.71%	\$ 34,207.00	-1.71%
4541	Employee Personal Liability	\$ 514.00	\$ 514.00	\$ 514.00	\$ 514.00	\$ 514.00	0.00%	\$ 514.00	0.00%
4912	Fees & Dues	\$ 1,837.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
	Total Operating Expenditures	\$ 1,046,779.17	\$ 1,273,984.00	\$ 1,273,984.00	\$ 1,340,907.00	\$ 1,431,280.00	12.35%	\$ 1,311,127.50	2.92%
5086	Garage Bay Door	\$ 10,023.42			\$ -	\$ -	*	\$ -	*
5402	Garbage Packer	\$ 278,363.47	\$ -	\$ 314,810.92	\$ 316,607.92	\$ 200,000.00	~	\$ 200,000.00	~
5407	Trash Truck	\$ -	\$ -	\$ -	\$ -	\$ 315,000.00	~	\$ -	*
5421	Truck Tractor		\$ 150,000.00	\$ 150,000.00	\$ 141,553.70	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck	\$ 31,606.15			\$ -	\$ -	*	\$ -	*
5440	Leaf Vacuum Loader	\$ -	\$ -	\$ -	\$ -	\$ 270,000.00	~	\$ 135,000.00	~
5474	Dump Truck	\$ 78,674.02			\$ -	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	~	\$ 25,000.00	~
	Total Capital Outlay	\$ 398,667.06	\$ 150,000.00	\$ 464,810.92	\$ 458,161.62	\$ 810,000.00	440.00%	\$ 360,000.00	140.00%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Solid Waste Budget	\$ 3,278,602.01	\$ 3,323,096.76	\$ 3,637,907.68	\$ 3,730,670.99	\$ 4,203,416.07	26.49%	\$ 3,600,852.20	8.36%

JUSTIFICATION SHEET		Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 1,243,341.37	\$ 1,278,819.12	\$ 1,286,610.79
1220	Salaries & Wages Overtime			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
1224	Cell Phone Stipend			\$ 1,919.00	\$ 2,160.00	\$ 2,160.00
1260	Salaries & Wages Part-Time			\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
1272	Holiday Pay			\$ 36,500.00	\$ 36,500.00	\$ 36,500.00
1275	Salaries & Wages Bonus		\$450 @ 35 employees	\$ 12,959.06	\$ 15,750.00	\$ -
1278	Wellness Earnings			\$ 8,575.00	\$ 8,600.00	\$ -
1280	Vacation Pay Out			\$ 9,675.00	\$ 4,200.00	\$ 4,200.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 105,414.66	\$ 107,943.73	\$ 106,677.02
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 139,863.90	\$ 143,219.46	\$ 142,375.47
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 55,118.78	\$ 56,441.16	\$ 55,778.83
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 228,900.00	\$ 228,900.00	\$ 215,820.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60
1850	Unemployment Compensation		Provided by Finance	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1860	Worker's Compensation		Provided by Finance	\$ 20,000.00	\$ 10,267.00	\$ 10,267.00
Total Salaries & Benefits				\$ 1,931,602.37	\$ 1,962,136.07	\$ 1,929,724.70
1932	Medical Exams			\$ 400.00	\$ 400.00	\$ 400.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -
2121	Uniforms		Added protection insurance mid-year & has saved money. Stains and damages are covered now vs. incurring additoinal fees.	\$ 18,300.00	\$ 18,000.00	\$ 18,000.00
2123	Protective Clothing			\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
2124	Shoes-Steel Toe		Requesting \$110/ employee for FY 20/21. Laborers get 2-pairs and part time get \$50/pair.	\$ 4,080.00	\$ 4,500.00	\$ 4,500.00
2323	Other Training	Y		\$ 2,025.00	\$ 2,925.00	\$ 2,047.50
2501	Vehicle Operation/Maintenance			\$ 370,000.00	\$ 370,000.00	\$ 345,000.00
2502	Vehicle Fuel			\$ 130,000.00	\$ 150,000.00	\$ 120,000.00
2511	Oil & Lubricants			\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
2993	Operational Supplies			\$ 15,000.00	\$ 17,500.00	\$ 11,250.00
2994	Tools		Increase due to increased purchase price of hand tools	\$ 2,000.00	\$ 2,500.00	\$ 1,500.00
3121	Travel	Y		\$ 1,536.00	\$ 3,000.00	\$ 2,100.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3210	Telephone			\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
3250	Postage			\$ 10.00	\$ 20.00	\$ 20.00
3310	Electricity			\$ 4,500.00	\$ 4,500.00	\$ 3,375.00
3410	Printing			\$ 5,000.00	\$ 5,000.00	\$ 3,750.00
3522	Machine/Equipment Maintenance		Funds to repair damaged hydraulic cylinders on transfer station hopper	\$ 58,000.00	\$ 60,000.00	\$ 41,250.00
3604	Trash Container Purchases		Funds to purchase containers to replace damaged, lost or stolen (Froze purchases due to SW budget shortfall)	\$ 35,000.00	\$ 48,000.00	\$ 35,000.00
3607	Dumpsters		Funds to purchase dumpsters for commercial use, residential use and to replace SJAFB dumpsters. Account Froze 3-3-20 due to projected budget shortfall--would have purchased more dumpsters.	\$ 80,000.00	\$ 100,000.00	\$ 80,000.00
3913	Landfill Charges		Funds to pay Landfill tipping fees for city and SJAFB--originally requested \$400K. Shortfall due to additional \$40K to service SJAFB, previous year charge for Sonoco, added weight of glass in the waste stream and increase in the numnber of commercial customers. All justifies next years increase....	\$ 430,000.00	\$ 450,000.00	\$ 450,000.00
3914	Contract Services	Y	Funds to pay Wooten Garbage to service Ridgewood Drive	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3916	Recycling Fees		Funds to pay recycle tipping fees for city and SJAFB. Projected current years cost based on previous year's expenses at \$60/ton. Rates increased throughout the year to upwards of \$110/ton--averaged \$105/ton. Average 1,200 to 1,300 tons per year.	\$ 125,000.00	\$ 130,000.00	\$ 130,000.00
3950	Education Reimbursement		2 employees @ \$2500/ea (Tara Johnson & Nelson Artis)	\$ 950.00	\$ 4,000.00	\$ 2,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,764.00	\$ 2,964.00	\$ 2,964.00
4521	Auto Liability		Provided by Finance	\$ 32,578.00	\$ 34,207.00	\$ 34,207.00
4541	Employee Personal Liability		Provided by Finance	\$ 514.00	\$ 514.00	\$ 514.00
4912	Fees & Dues	Y		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total Operating Expenditures				\$ 1,340,907.00	\$ 1,431,280.00	\$ 1,311,127.50
5086	Garage Bay Door				\$ -	\$ -
5402	Garbage Packer			\$ 316,607.92	\$ 200,000.00	\$ 200,000.00
5407	Trash Truck				\$ 315,000.00	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
5421	Truck Tractor			\$ 141,553.70	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck				\$ -	\$ -
5440	Leaf Vacuum Loader				\$ 270,000.00	\$ 135,000.00
5474	Dump Truck				\$ -	\$ -
5527	Miscellaneous Equipment				\$ 25,000.00	\$ 25,000.00
	Total Capital Outlay			\$ 458,161.62	\$ 810,000.00	\$ 360,000.00
	Total Debt Service			\$ -	\$ -	\$ -
	Total Public Works-Solid Waste Budget			\$ 3,730,670.99	\$ 4,203,416.07	\$ 3,600,852.20

CAPITAL OUTLAY Fiscal Year FY20-21																			
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											
										(N)ew or (U)sed ?									
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20		Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?			
1	5402	G-923	2001 GMC Rear Loader Packer	\$ 200,000.00	86,701		\$ 7,075.12	\$ 8,964.31	\$ 3,564.38	N	2	2021 Freightliner /New Way Body	Due to age of vehicle, parts have become obsolete.	\$ 200,000.00	\$ 200,000.00	Y			
2	5407	N/A	Addition	N/A	N/A	N/A				N	3	Fully Automatci Garbage Truck - 2021 Autocar ACX64	Our four fully automated trucks are 7-years old and starting to have maintenence concerns-- useful life is 10 years . Need to start phasing in one new truck per year. This purchase will provide a much needed backup and begin the transition to replacing the remaining four.	\$ 315,000.00	\$ -	N			
3	5440	T590	1993 Leaf Truck/Leaf Machine	\$ 135,000.00	48,600		\$ 754.48	\$ 1,440.15	\$ 2,793.62	N	4		Truck is approximately 27 years old truck and unrepairable due to obsolete parts	\$ 135,000.00	\$ 135,000.00	Y			
4	5440	T741	1998 Leaf Truck/Leaf Machine	\$ 135,000.00	82,101		\$ 2,279.36	\$ 3,362.43	\$ 2,164.08	N	5		Truck is approximately 27 years old truck and unrepairable due to obsolete parts	\$ 135,000.00	\$ -	N			
5	5527	N/A	Addition	N/A	N/A	N/A				N	1	Dumpster carrier that could be attached to a pickup truck to transport dumpsters to and from locations even if filled.	Current mechanism is broken and can't transport the dumpsters--especially if filled. It is a hazard for the dumpmaster to transport dumpsters.	\$ 25,000.00	\$ 25,000.00	N			
Total Capital Outlay Request				\$ 470,000.00		\$ -	\$ 10,108.96	\$ 13,766.89	\$ 8,522.08								\$ 810,000.00	\$ 360,000.00	

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Rick Fletcher		
Dept #: Public Works - 4143					
Division: Solid Waste - 4143					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		NC-SWANA Transfer Station Cert (6 employees @ 175/ea)	\$ 350.00	\$ 1,050.00	\$ 1,050.00
2		APWA Solid Waste Conference (2 employees @ \$225/ea)	\$ 450.00	\$ 450.00	\$ 450.00
3		NC-SWANA Conference (2 employees @\$225/ea)	\$ 450.00	\$ 450.00	\$ 450.00
4		Chemical Spill Response Training (5 employees @ \$95/ea)	\$ 475.00	\$ 475.00	\$ 475.00
5		National Seminars Training for Administrative Assistants	\$ 300.00	\$ 500.00	\$ 500.00
6		Per CM/ACM cut training & travel addtl 30% FY20			\$ (877.50)
7					
8					
9					
10					
		Total - 2323 Other Training	\$ 2,025.00	\$ 2,925.00	\$ 2,047.50

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	SWANA Certification classes, annual conferences and other training out-of-town	\$ 1,536.00	\$ 3,000.00	\$ 3,000.00
2	Per CM/ACM cut training & travel addtl 30% FY20			\$ (900.00)
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 1,536.00	\$ 3,000.00	\$ 2,100.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Wooten Garbage - Ridgewood Drive residences	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Rick Fletcher		
Dept #: Public Works - 4143					
Division: Solid Waste - 4143					
Account: 4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Transfer Station Annual Permit Fee	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2		NC Industrial Commision	\$ 400.00	\$ 400.00	\$ 400.00
3		Water Pollution Control	\$ 100.00	\$ 100.00	\$ 100.00
4					
5					
6					
7					
8					
9					
10					
		Total - 4912 Fees & Dues	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

FISCAL YEAR 2020-2021 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, 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 storm water 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 Traffic Engineer supervises the Goldsboro Traffic Signal System. The system is comprised of over 42 miles of fiber optic cable that currently connects 122 NCDOT and City of Goldsboro signals. Staff is responsible for day-to-day operations, maintenance, and timing of our area's traffic signals.

GOALS/MAJOR OBJECTIVES:

- Customer services and engineering services provided to citizens
- Water and sewer infrastructure
- Pavement condition survey
- Street resurfacing
- Storm drainage improvements
- Managing private development

SIGNIFICANT BUDGET ISSUES:

- Funding for infrastructure improvements
- Capital improvement projects
- Phase II Stormwater program

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Marty Anderson			
Dept #:		4172	Engineering		~ = Division by Zero				
Division:		4172	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 577,604.43	\$ 620,398.56	\$ 620,398.56	\$ 534,400.76	\$ 622,182.51	0.29%	\$ 622,182.51	0.29%
1220	Salaries & Wages Overtime	\$ 7,646.84	\$ 5,075.25	\$ 5,075.25	\$ 4,500.00	\$ 5,000.00	-1.48%	\$ 5,000.00	-1.48%
1224	Cell Phone Stipend	\$ 2,618.68	\$ 2,880.00	\$ 2,880.00	\$ 2,160.00	\$ 2,880.00	0.00%	\$ 2,880.00	0.00%
1274	Call Duty Pay	\$ 6,839.29	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,169.07	\$ -	\$ -	\$ 3,713.97	\$ 4,130.00	~	\$ -	*
1278	Wellness Earnings	\$ 2,688.82	\$ -	\$ -	\$ 2,400.00	\$ 3,000.00	~	\$ -	*
1280	Vacation Pay Out	\$ 6,796.07			\$ -	\$ 9,914.40	~	\$ 9,914.40	~
1810	Social Security	\$ 46,597.17	\$ 48,577.25	\$ 48,577.25	\$ 42,356.12	\$ 50,000.93	2.93%	\$ 49,455.48	1.81%
1821	NCLGERS-Retirement	\$ 48,868.46	\$ 57,012.33	\$ 57,012.33	\$ 56,197.99	\$ 66,341.10	16.36%	\$ 66,005.29	15.77%
1822	401-K Retirement	\$ 21,791.71	\$ 25,282.87	\$ 25,282.87	\$ 22,146.99	\$ 26,144.28	3.41%	\$ 25,859.08	2.28%
1830	Hospital Insurance	\$ 59,668.67	\$ 63,600.00	\$ 63,600.00	\$ 58,860.00	\$ 65,400.00	2.83%	\$ 65,400.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 396.61	\$ -	\$ -	\$ 343.44	\$ 381.60	*	\$ 381.60	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 293.00	*	\$ 293.00	*
1860	Worker's Compensation	\$ 1,637.00	\$ 1,719.00	\$ 1,719.00	\$ 1,770.00	\$ 1,770.00	2.97%	\$ 1,770.00	2.97%
	Total Salaries & Benefits	\$ 787,322.82	\$ 831,045.26	\$ 831,045.26	\$ 735,349.27	\$ 863,937.82	3.96%	\$ 855,641.36	2.96%
1932	Medical Exams	\$ 178.00			\$ -	\$ 160.00	*	\$ 160.00	*
1991	Consultant Fees	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 2,070.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2121	Uniforms	\$ 236.20	\$ 400.00	\$ 400.00	\$ 350.00	\$ 400.00	*	\$ 400.00	*
2123	Protective Clothing	\$ 156.40	\$ 250.00	\$ 250.00	\$ 150.00	\$ 250.00	*	\$ 250.00	*
2124	Shoes-Steel Toe	\$ 360.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	*	\$ 380.00	*
2203	Employee Appreciation	\$ 149.76	\$ 176.00	\$ 176.00	\$ 124.44	\$ 176.00	*	\$ 176.00	*
2323	Other Training	\$ 3,891.45	\$ 5,700.00	\$ 5,700.00	\$ 3,580.00	\$ 3,475.00	-39.04%	\$ 3,475.00	-39.04%
2391	First Aid	\$ 3.95	\$ 50.00	\$ 50.00	\$ 30.00	\$ 50.00	*	\$ 50.00	*
2501	Vehicle Operation/Maintenance	\$ 10,815.06	\$ 8,500.00	\$ 8,500.00	\$ 5,000.00	\$ 5,000.00	-41.18%	\$ 2,875.00	-66.18%
2502	Vehicle Fuel	\$ 5,976.23	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 4,500.00	-25.00%
2601	Office Supplies	\$ 248.18	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	*	\$ 175.00	*
2993	Operational Supplies	\$ 4,256.33	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 8,000.00	0.00%	\$ 6,000.00	-25.00%
2994	Tools	\$ 275.59	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 375.00	*
3121	Travel	\$ 458.27	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3210	Telephone	\$ 1,695.37	\$ 3,060.00	\$ 3,060.00	\$ 3,528.36	\$ 3,528.36	15.31%	\$ 3,528.36	15.31%
3250	Postage	\$ 335.75	\$ 300.00	\$ 300.00	\$ 150.00	\$ 300.00	*	\$ 300.00	*
3312	Traffic Signal Electricity	\$ 10,004.18	\$ 15,000.00	\$ 15,000.00	\$ 9,600.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
3410	Printing	\$ 314.35	\$ 375.00	\$ 375.00	\$ 100.00	\$ 300.00	*	\$ 206.00	*
3421	Copy Machine Cost	\$ 997.01	\$ 300.00	\$ 300.00	\$ 2,700.00	\$ 3,900.00	1200.00%	\$ 3,900.00	1200.00%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	4172	Engineering							
Division:	4172	~							
		Dept. Head Marty Anderson							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3422	Outside Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ 50.00	\$ 100.00	*	\$ 100.00	*
3521	Office Machine Maintenance	\$ -	\$ 650.00	\$ 650.00	\$ 200.00	\$ 500.00	*	\$ 500.00	*
3522	Machine/Equipment Maintenance	\$ 67.00	\$ 750.00	\$ 750.00	\$ 600.00	\$ 750.00	0.00%	\$ 562.00	-25.07%
3592	Maintenance Materials	\$ 41,023.47	\$ 90,000.00	\$ 90,000.00	\$ 70,000.00	\$ 50,000.00	-44.44%	\$ 50,000.00	-44.44%
3700	Advertising	\$ 3,427.00	\$ 3,500.00	\$ 3,500.00	\$ 3,381.00	\$ 3,500.00	0.00%	\$ 2,625.00	-25.00%
3914	Contract Services	\$ 1,262.40	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	~	\$ 2,000.00	~
4221	Software License Fees	\$ 15,750.00	\$ 16,000.00	\$ 16,000.00	\$ 13,388.00	\$ 15,000.00	-6.25%	\$ 15,000.00	-6.25%
4521	Auto Liability	\$ 4,225.00	\$ 4,436.00	\$ 4,436.00	\$ 4,091.00	\$ 4,296.00	-3.16%	\$ 4,296.00	-3.16%
4541	Employee Personal Liability	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	*	\$ 31.00	*
4911	Subscriptions	\$ 3,344.97	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	40.00%	\$ 3,500.00	40.00%
4912	Fees & Dues	\$ 2,644.00	\$ 3,125.00	\$ 3,125.00	\$ 2,418.00	\$ 2,870.00	-8.16%	\$ 2,870.00	-8.16%
4990	Equipment Expense	\$ 116.99	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
9561	Office Supplies	\$ 218.87	\$ 300.00	\$ 300.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 112,462.78	\$ 176,883.00	\$ 176,883.00	\$ 140,071.80	\$ 136,566.36	-22.79%	\$ 129,284.36	-26.91%
5422	Bucket Truck		\$ 144,000.00	\$ 144,000.00	\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 144,000.00	\$ 144,000.00	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Engineering-~ Budget	\$ 899,785.60	\$ 1,151,928.26	\$ 1,151,928.26	\$ 875,421.07	\$ 1,000,504.18	-13.15%	\$ 984,925.72	-14.50%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Engineering - 4172				
Division:		~ - 4172				
Dept. Head-Marty Anderson						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		10 Full Time Engineering Department Positions	\$ 534,400.76	\$ 622,182.51	\$ 622,182.51
1220	Salaries & Wages Overtime		Estimate of Overtime for 2 Traffic Signal Employees	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00
1224	Cell Phone Stipend		Marty Anderson @919-333-3355; John Heath @252-560-7796; Jonathan Perry @252-289-7582; Traffic Engineer (vacant) = \$720/year for each	\$ 2,160.00	\$ 2,880.00	\$ 2,880.00
1274	Call Duty Pay		Traffic Signal Call Duty Personnel (\$125.00 x 52 weeks)	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus		\$413.00 x 10 Full Time Engineering Department Positions	\$ 3,713.97	\$ 4,130.00	\$ -
1278	Wellness Earnings		2019-20 = 8 Employees and 2020-21= 10 Employees	\$ 2,400.00	\$ 3,000.00	\$ -
1280	Vacation Pay Out		Rama Chittilla Retirement 7-31-20 = 240.00 hrs. x \$41.31/hr.	\$ -	\$ 9,914.40	\$ 9,914.40
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 42,356.12	\$ 50,000.93	\$ 49,455.48
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 56,197.99	\$ 66,341.10	\$ 66,005.29
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 22,146.99	\$ 26,144.28	\$ 25,859.08
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 58,860.00	\$ 65,400.00	\$ 65,400.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 343.44	\$ 381.60	\$ 381.60
1850	Unemployment Compensation		Provided by Finance		\$ 293.00	\$ 293.00
1860	Worker's Compensation		Provided by Finance	\$ 1,770.00	\$ 1,770.00	\$ 1,770.00
Total Salaries & Benefits				\$ 735,349.27	\$ 863,937.82	\$ 855,641.36
1932	Medical Exams		Medical physicals for two vacant Engineer positions @\$80 each	\$ -	\$ 160.00	\$ 160.00
1991	Consultant Fees	Y	Topographic surveys and preparation of easement maps	\$ 2,070.00	\$ 3,000.00	\$ 3,000.00
2121	Uniforms		Traffic Signal Staff Uniforms	\$ 350.00	\$ 400.00	\$ 400.00
2123	Protective Clothing		Boots, vests, hard hats, etc.	\$ 150.00	\$ 250.00	\$ 250.00
2124	Shoes-Steel Toe		Safety Shoes-Employees working outside/near construction	\$ 380.00	\$ 380.00	\$ 380.00
2203	Employee Appreciation		Eleven employees at \$16.00 each	\$ 124.44	\$ 176.00	\$ 176.00
2323	Other Training	Y	Professional Development, Conferences/Certifications	\$ 3,580.00	\$ 3,475.00	\$ 3,475.00
2391	First Aid		First aid supply kit	\$ 30.00	\$ 50.00	\$ 50.00
2501	Vehicle Operation/Maintenance		Survey Van & Bucket Truck Maintenance/Preventive Maint.	\$ 5,000.00	\$ 5,000.00	\$ 2,875.00
2502	Vehicle Fuel		Fuel for 5 Vehicles including Bucket Truck	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00
2601	Office Supplies		Office supplies	\$ 300.00	\$ 300.00	\$ 175.00

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested	
Fund:			11-General Fund	Green Cell - Department Input	
Dept #:			Engineering - 4172		
Division:			~ - 4172		
			Dept. Head-Marty Anderson		

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Marty Anderson	Green Cell - Department Input
Dept #:	Engineering - 4172		
Division:	~ - 4172		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
Total Debt Service			\$ -	\$ -	\$ -
Total Engineering-~ Budget			\$ 875,421.07	\$ 1,000,504.18	\$ 984,925.72

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Marty Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Topographic surveys and preparation of easement maps	\$ 2,070.00	\$ 3,000.00	\$ 3,000.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 1991 Consultant Fees	\$ 2,070.00	\$ 3,000.00	\$ 3,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Marty Anderson		
Dept #: Engineering - 4172					
Division: ~ - 4172					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Professional Development - Training courses and seminars	\$ 930.00	\$ 1,000.00	\$ 1,000.00
2		Bentley Water and Sewer Gems Training	\$ -	\$ -	\$ -
3		IMSA Continuing Education for Traffic Staff - Every 3 Yrs. (2023)	\$ 800.00	\$ -	\$ -
4		NC ARCGIS Conference for GIS/GPS Analyst - Conf. Feb. 2021	\$ -	\$ 725.00	\$ 725.00
5		NCAUG Conference for GIS/GPS Analyst - Conf. Sept. 2020	\$ 750.00	\$ 750.00	\$ 750.00
6		BMP Recertification - Construction Inspector (Every 3 Years)	\$ 100.00	\$ -	\$ -
7		NCAFPD Floodplain Bi-Annual Managers Conference	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8					
9					
10					
		Total - 2323 Other Training	\$ 3,580.00	\$ 3,475.00	\$ 3,475.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 11-General Fund
Dept #: Engineering - 4172
Division: ~ - 4172
Account: 3121 Travel

Dept. Head-Marty Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
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.	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Marty Anderson		
Dept #: Engineering - 4172					
Division: ~ - 4172					
Account: 3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Temporary Traffic Engineer Services for current vacant Traffic Engineer Position	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Marty Anderson		
Dept #: Engineering - 4172					
Division: ~ - 4172					
Account: 4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		NC 811 Notifications by email for Utility Locations - Average monthly invoice = \$218.00	\$ 2,500.00	\$ 2,700.00	\$ 2,700.00
2		American Water Works Association Standard Revisions	\$ -	\$ 800.00	\$ 800.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund:	11-General Fund		Dept. Head-Marty Anderson		
Dept #:	Engineering - 4172				
Division:	~ - 4172				
Account:	4912 Fees & Dues				

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Professional Engineer License Fee (Three Engineers) @ \$75.00	\$ 250.00	\$ 225.00	\$ 225.00
2		American Waterworks Association (City Engineer)	\$ 238.00	\$ 240.00	\$ 240.00
3		American Public Works Association (Agency Membership)	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00
4		NC Association of Floodplain Managers (City Engineer and	\$ 120.00	\$ 120.00	\$ 120.00
5		Traffic Engineer) @ \$60.00			
6		ITE (Traffic Engineer)	\$ -	\$ 320.00	\$ 320.00
7		IMSA Membership for 2 Traffic Signal Employees - Payable every three years (Due 2023)	\$ 160.00	\$ -	\$ -
8		Transportation Professional Certification Board - Traffic Eng.	\$ -	\$ 315.00	\$ 315.00
9					
10					
		Total - 4912 Fees & Dues	\$ 2,418.00	\$ 2,870.00	\$ 2,870.00

FISCAL YEAR 2020-2021 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. The Finance Department is composed of three sections: Accounting, Billing, and Revenue Collections. The Accounting Division encompasses cash, grant and debt management, maintaining accounting and financial records, managing delinquent collections, payroll management, purchasing, procurement card management, accounts payable, preparing the budget and CAFR, and assessment of internal controls. The Billing and Revenue Collections Divisions is responsible for reading water meters, turning water meters on and off, billing over 15,000 customers per month for water, sewer, refuse and other miscellaneous services, receiving and posting of payments for utility bills and all other revenues.

GOALS/MAJOR OBJECTIVES:

- A. Maintain or improve the City's highest bond rating possible.
- B. Continue working on the development of the budget process.
- C. Continue to improve and modify the internal controls.
- D. Support all departments and provide internal services.
- E. Receive GFOA Certificate of Achievement for Excellence in Financial Reporting.
- F. Continue to follow the Fiscal Policy Guidelines adopted by Council.

SIGNIFICANT BUDGET ISSUES:

- A. Tax levy and utility rate calculations
- B. Revenue sources
- C. Fund Balance
- D. Departmental capital project funding
- E. Bond and Debt Financing

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		2111	Finance						
Division:		2111	~						
			Dept. Head Catherine Gwynn						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 576,326.28	\$ 629,196.00	\$ 629,196.00	\$ 625,390.87	\$ 799,085.96	27.00%	\$ 723,671.52	15.02%
1220	Salaries & Wages Overtime	\$ 666.26	\$ -	\$ -	\$ 43.00	\$ -	~	\$ -	*
1224	Cell Phone Stipend	\$ -	\$ -	\$ -	\$ 996.84	\$ 720.00	~	\$ 720.00	~
1260	Salaries & Wages Part-Time	\$ 27,251.23	\$ 32,011.00	\$ 32,011.00	\$ 24,730.00	\$ 24,000.00	-25.03%	\$ 24,000.00	-25.03%
1275	Salaries & Wages Bonus	\$ 5,095.53	\$ -	\$ -	\$ 5,668.00	\$ 7,021.00	~	\$ -	*
1278	Wellness Earnings	\$ 2,885.00	\$ -	\$ -	\$ 3,336.00	\$ 5,100.00	~	\$ -	*
1280	Vacation Pay Out	\$ 25,992.57			\$ -	\$ -	~	\$ -	*
1810	Social Security	\$ 48,308.92	\$ 50,619.53	\$ 50,619.53	\$ 47,265.00	\$ 63,948.41	26.33%	\$ 57,251.95	13.10%
1821	NCLGERS-Retirement	\$ 49,518.77	\$ 56,753.48	\$ 56,753.48	\$ 55,527.00	\$ 84,846.59	49.50%	\$ 76,410.77	34.64%
1822	401-K Retirement	\$ 22,039.73	\$ 25,168.16	\$ 25,168.16	\$ 24,584.00	\$ 33,437.08	32.85%	\$ 29,935.66	18.94%
1825	LGERS-CBBC Liab-Cont Base Benef Cap		\$ -	\$ -	\$ 95,939.00	\$ -	~	\$ -	*
1830	Hospital Insurance	\$ 71,766.47	\$ 76,320.00	\$ 76,320.00	\$ 73,354.00	\$ 111,180.00	45.68%	\$ 91,560.00	19.97%
1835	Group Term Life Insurance Coverage	\$ 528.97	\$ -	\$ -	\$ 497.00	\$ 648.72	~	\$ 648.72	~
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 312.00	~	\$ 312.00	*
1860	Worker's Compensation	\$ 3,221.00	\$ 3,174.00	\$ 3,174.00	\$ 3,425.00	\$ 3,269.00	2.99%	\$ 3,269.00	2.99%
Total Salaries & Benefits		\$ 833,600.73	\$ 873,242.17	\$ 873,242.17	\$ 960,755.71	\$ 1,133,568.76	29.81%	\$ 1,007,779.63	15.41%
1911	Audit	\$ 25,286.00	\$ 29,400.00	\$ 29,400.00	\$ 39,400.00	\$ 43,500.00	47.96%	\$ 43,500.00	47.96%
1915	Bank Fees	\$ 28,027.84	\$ 30,000.00	\$ 30,000.00	\$ 24,500.00	\$ 30,000.00	0.00%	\$ 25,000.00	-16.67%
1932	Medical Exams	\$ 350.00	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	0.00%	\$ 300.00	*
1991	Consultant Fees	\$ 73,042.86	\$ 50,100.00	\$ 66,850.00	\$ 50,064.00	\$ 73,000.00	45.71%	\$ 73,000.00	45.71%
2203	Employee Appreciation	\$ 232.83	\$ 256.00	\$ 256.00	\$ 256.00	\$ 320.00	25.00%	\$ 256.00	*
2323	Other Training	\$ 3,819.30	\$ 2,695.00	\$ 2,695.00	\$ 1,100.00	\$ 7,262.00	169.46%	\$ 900.00	-66.60%
2601	Office Supplies	\$ 12,533.26	\$ 9,500.00	\$ 10,386.63	\$ 8,687.25	\$ 9,500.00	0.00%	\$ 6,725.00	-29.21%
2603	Postage Machine Supplies	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	~	\$ 25,000.00	~
2912	Data Processing Forms	\$ 3,235.10	\$ 2,500.00	\$ 2,500.00	\$ 1,416.89	\$ 3,800.00	52.00%	\$ 2,000.00	-20.00%
2993	Operational Supplies	\$ 4,771.36	\$ 4,700.00	\$ 4,700.00	\$ 2,692.59	\$ 5,000.00	6.38%	\$ 2,325.00	-50.53%
3121	Travel	\$ 4,002.69	\$ 4,895.00	\$ 4,895.00	\$ 4,439.69	\$ 7,665.00	56.59%	\$ 2,165.00	-55.77%
3250	Postage	\$ 5,278.45	\$ 7,000.00	\$ 7,000.00	\$ 4,146.00	\$ 7,000.00	0.00%	\$ 5,000.00	-28.57%
3410	Printing	\$ 960.99	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
3421	Copy Machine Cost	\$ 1,117.09	\$ 500.00	\$ 500.00	\$ 1,100.43	\$ 2,839.00	467.80%	\$ 2,839.00	467.80%
3511	Building Maintenance	\$ 196.23	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	-100.00%	\$ -	*
3521	Office Machine Maintenance	\$ 1,256.62	\$ 3,400.00	\$ 3,400.00	\$ 1,869.23	\$ 3,500.00	2.94%	\$ 2,500.00	-26.47%
3522	Machine/Equipment Maintenance	\$ 480.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 750.00	-25.00%
3812	Cash Over/Short	\$ (252.37)	\$ -	\$ -	\$ -	\$ -	~	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	2111	Finance							
Division:	2111	~							
		Dept. Head Catherine Gwynn ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3914	Contract Services	\$ 15,008.59	\$ -	\$ -	\$ 78,855.00	\$ -	~	\$ -	*
3950	Education Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ 631.00	~
3999	Tax Listing	\$ 271,007.71	\$ 270,000.00	\$ 270,000.00	\$ 265,555.00	\$ 266,491.00	-1.30%	\$ 266,491.00	-1.30%
3999A	Tax Listing Fees - NCVTS	\$ -	\$ -	\$ -	\$ 61,949.00	\$ 57,000.00	~	\$ 57,000.00	~
4221	Software License Fees	\$ -	\$ 4,374.00	\$ 4,374.00	\$ 1,076.00	\$ 4,400.00	0.59%	\$ 4,400.00	0.59%
4531	Security Bonds	\$ 711.00	\$ 800.00	\$ 800.00	\$ 206.00	\$ 700.00	-12.50%	\$ 700.00	-12.50%
4541	Employee Personal Liability	\$ 58.00	\$ 58.00	\$ 58.00	\$ 58.00	\$ 58.00	0.00%	\$ 58.00	*
4911	Subscriptions	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 94.70	\$ 1,225.00	22.50%	\$ 1,025.00	2.50%
4912	Fees & Dues	\$ 2,169.55	\$ 3,705.00	\$ 3,705.00	\$ 3,005.00	\$ 3,695.00	-0.27%	\$ 3,695.00	-0.27%
9511	Stockroom-Office Supplies	\$ 7,673.15	\$ 8,500.00	\$ 8,500.00	\$ 5,591.39	\$ 8,500.00	0.00%	\$ 8,500.00	0.00%
9561	Office Supplies	\$ 302.68	\$ 500.00	\$ 500.00	\$ 266.77	\$ 500.00	0.00%	\$ 500.00	*
9934	Transportation Planning Grant	\$ -			\$ -	\$ -	~	\$ -	*
	Total Operating Expenditures	\$ 461,268.93	\$ 437,183.00	\$ 454,819.63	\$ 557,328.94	\$ 563,255.00	28.84%	\$ 536,010.00	22.61%
					\$ -	\$ -	~	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ -	*
7160	Lease Purchase Payment		\$ -	\$ -	\$ -	\$ -	~	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ -	*
	Total Finance--~ Budget	\$ 1,294,869.66	\$ 1,310,425.17	\$ 1,328,061.80	\$ 1,518,084.65	\$ 1,696,823.76	29.49%	\$ 1,543,789.63	17.81%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Finance - 2111				
Division:		~ - 2111				
Dept. Head-Catherine Gwynn						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		New Position Request - 1 Accountant (approved 3/16/20); 1 A/R Technician; 1 A/P Technician, Move Part Time Receptionist to Full-Time.	\$ 625,390.87	\$ 799,085.96	\$ 723,671.52
1220	Salaries & Wages Overtime			\$ 43.00		\$ -
1224	Cell Phone Stipend		Director stipend at \$27.69 per pay period	\$ 996.84	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time		Peak Time CSRs	\$ 24,730.00	\$ 24,000.00	\$ 24,000.00
1275	Salaries & Wages Bonus		Dept - 17 employees (17 * \$413); Mgr - 15	\$ 5,668.00	\$ 7,021.00	\$ -
1278	Wellness Earnings		Dept - 17 employees (17 * \$300); Mgr - 15	\$ 3,336.00	\$ 5,100.00	\$ -
1280	Vacation Pay Out		None expected	\$ -		
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 47,265.00	\$ 63,948.41	\$ 57,251.95
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 55,527.00	\$ 84,846.59	\$ 76,410.77
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 24,584.00	\$ 33,437.08	\$ 29,935.66
1825	LGERS-CBBC Liab-Cont Base Benef Cap			\$ 95,939.00	\$ -	\$ -
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 73,354.00	\$ 111,180.00	\$ 91,560.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 497.00	\$ 648.72	\$ 648.72
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 312.00	\$ 312.00
1860	Worker's Compensation		Provided by Finance	\$ 3,425.00	\$ 3,269.00	\$ 3,269.00
Total Salaries & Benefits				\$ 960,755.71	\$ 1,133,568.76	\$ 1,007,779.63
1911	Audit		Provided by Finance - Dixon Hughes, Goodman LLC	\$ 39,400.00	\$ 43,500.00	\$ 43,500.00
1915	Bank Fees		PNC Monthly Banking Fees	\$ 24,500.00	\$ 30,000.00	\$ 25,000.00
1932	Medical Exams		Physicals/Drug Tests for new or promoted employees	\$ -	\$ 300.00	\$ 300.00
1991	Consultant Fees	Y	SEE SCHEDULE	\$ 50,064.00	\$ 73,000.00	\$ 73,000.00
2203	Employee Appreciation		20 employees @ \$16.00 each	\$ 256.00	\$ 320.00	\$ 256.00
2323	Other Training	Y	SEE SCHEDULE	\$ 1,100.00	\$ 7,262.00	\$ 900.00
2601	Office Supplies		General and miscellaneous supplies (computer cartridges, receipt paper, scanners, calculators, bankers boxes, calculator paper, pens, staples, staplers, file folders, etc.); Tabs, dividers, covers for CAFR and Budget Books.	\$ 8,687.25	\$ 9,500.00	\$ 6,725.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Finance - 2111		
Division:	~ - 2111		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2603	Postage Machine Supplies		Postage Machine Supplies - Move from 3151 for FY20-21 - Machine rental ; ink; label supplies; postage fees (Charged out in Orgn #1019. (Need to offset with postage charges in budget. Terrie will check on the split in the orgn's.) cfg 4/29/2020 12:52 PM	\$ -	\$ 25,000.00	\$ 25,000.00
2912	Data Processing Forms		Check stock, Payroll Direct Deposit Stock \$1,800, W2 forms \$200, 1095's, 1099's forms (Softdocs), deposit slips for Revenue Collections. Need to research options for cash only deposit etc.. We will look in our Kinston files. Cfg 4/29/2020 12:55 PM Where are the checks and payroll deposit forms? Chestine will follow up- Checks and payroll deposit forms cfg 4/29/2020 12:55 PM	\$ 1,416.89	\$ 3,800.00	\$ 2,000.00
2993	Operational Supplies		Lexis Nexis Accurant 12 \$150/month; QS1 Receipt Paper (IT/Amazon) \$600; 2nd Monitor for Tanya \$150, Chairs (4) (\$300/each due to height & Fax Machine for Revenue \$200, Chair for Chestine \$300 and Andrea \$300, Ordered \$500 filing cabinet 7/2019	\$ 2,692.59	\$ 5,000.00	\$ 2,325.00
3121	Travel	Y	SEE SCHEDULE	\$ 4,439.69	\$ 7,665.00	\$ 2,165.00
3250	Postage		Weekly check runs, certified, debt set-offs, tax info	\$ 4,146.00	\$ 7,000.00	\$ 5,000.00
3410	Printing		City window & letterhead envelopes, business cards, address labels		\$ 1,000.00	\$ 750.00
3421	Copy Machine Cost		Monthly copy machine lease costs C558 \$1,755.60 and C368 \$1,082.76 - \$150 per month average	\$ 1,100.43	\$ 2,839.00	\$ 2,839.00
3511	Building Maintenance			\$ 1,000.00		
3521	Office Machine Maintenance		Costs/maintenance for copy machines(2) Finance(1) Revenue(1)Billing, Maintenance agreement on folder/sealer equipment in computer room-check printers??	\$ 1,869.23	\$ 3,500.00	\$ 2,500.00
3522	Machine/Equipment Maintenance			\$ -	\$ 1,000.00	\$ 750.00
3812	Cash Over/Short					\$ -
3914	Contract Services	Y	SEE SCHEDULE	\$ 78,855.00	\$ -	\$ -
3950	Education Reimbursement			\$ -	\$ -	\$ 631.00
3999	Tax Listing		Per FY21 Property Tax JUN30 Estimate.xlsx	\$ 265,555.00	\$ 266,491.00	\$ 266,491.00
3999A	Tax Listing Fees - NCVTS		Per FY21 Property Tax JUN30 Estimate.xlsx	\$ 61,949.00	\$ 57,000.00	\$ 57,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Finance - 2111				
Division:		~ - 2111				
Dept. Head-Catherine Gwynn						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
4221	Software License Fees		CFS Tax \$505, ProWare Fixed Asset Keeper \$500, Proware Quick Trial Balance \$250; TimeValue \$200, Lobby Central \$1,770, TTC \$480, CPA Trial Balance Financial Software \$845	\$ 1,076.00	\$ 4,400.00	\$ 4,400.00
4531	Security Bonds		Insurance Bonds - Finance Director and Revenue Collector	\$ 206.00	\$ 700.00	\$ 700.00
4541	Employee Personal Liability		Provided by Finance	\$ 58.00	\$ 58.00	\$ 58.00
4911	Subscriptions	Y	SEE SCHEDULE	\$ 94.70	\$ 1,225.00	\$ 1,025.00
4912	Fees & Dues	Y	SEE SCHEDULE	\$ 3,005.00	\$ 3,695.00	\$ 3,695.00
9511	Stockroom-Office Supplies		Letter, Legal and 11 X 17 paper for City departments, annual calendars for City departments	\$ 5,591.39	\$ 8,500.00	\$ 8,500.00
9561	Office Supplies		City envelopes, copy paper for Finance	\$ 266.77	\$ 500.00	\$ 500.00
9934	Transportation Planning Grant					
Total Operating Expenditures				\$ 557,328.94	\$ 563,255.00	\$ 536,010.00
					\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Provided by Finance			
Total Debt Service				\$ -	\$ -	\$ -
Total Finance-~ Budget				\$ 1,518,084.65	\$ 1,696,823.76	\$ 1,543,789.63

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Catherine Gwynn		
Dept #: Finance - 2111					
Division: ~ - 2111					
Account: 1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		RiskVersity-Risk Management - Monthly services	\$ 5,500.00	\$ 6,000.00	\$ 6,000.00
2		RiskVersity-Risk Management - Manage RFQ for Insurance Brokerage Services (ballpark estimate, waiting on Chris Holmes for quote)	\$ -	\$ 15,000.00	\$ 15,000.00
3		Cavanaugh Macdonald -GASB 73 LEO Separation Allowance Study	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
4		Davenport & Company - Financial Advisors	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
5		Kimberly Dawson-Training Fees	\$ 64.00	\$ -	\$ -
6		Kaye Scott-Training Fees	\$ 3,500.00	\$ -	\$ -
7		Implementation of GASB 87 for Leases		\$ 4,500.00	\$ 4,500.00
8		Cavanuagh MacDonald - GASB Statement 75 OPEB Study		\$ 6,500.00	\$ 6,500.00
9					
10					
		Total - 1991 Consultant Fees	\$ 50,064.00	\$ 73,000.00	\$ 73,000.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Catherine Gwynn

Dept #: Finance - 2111

Division: ~ - 2111

Account: 2323 Other Training

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Finance Officer's Summer Conference (CFG & ALT) @ \$300 ea	\$ 600.00	\$ 600.00	\$ -
2	Finance Officer's Spring Conference (CFG & ALT) @ \$250 ea	\$ 500.00	\$ 500.00	\$ 500.00
3	Accounting Courses @ WCC (Krystal) \$1262.00 - move to educational reimbursement cfg 4/29/2020 12:35 PM	\$ -	\$ 1,262.00	\$ -
4	Banner Training Courses (CFG & ALT) \$3000.00 total	\$ -	\$ 3,000.00	\$ -
5	Purchasing Conference-CAGP (Nona)	\$ -	\$ 300.00	\$ 300.00
6	Onslow County Purchasing Training (Nona)	\$ -	\$ 100.00	\$ 100.00
7	Customer Service Training for Lee, Marquita, Joy, CSR's, Reception	\$ -	\$ 1,500.00	\$ -
8				
9				
10				
	Total - 2323 Other Training	\$ 1,100.00	\$ 7,262.00	\$ 900.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Catherine Gwynn

Dept #: Finance - 2111

Division: ~ - 2111

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Summer Finance Officers Conference (CFG & ALT)-includes hotel, mileage reimbursement, meals	\$ 2,044.55	\$ 2,500.00	\$ -
2	Spring Finance Officers Conference (CFG & ALT)-includes hotel, mileage reimbursement, meals	\$ 1,208.86	\$ 1,400.00	\$ 1,400.00
3	Purchasing Conference (Nona)-hotel, mileage, meals	\$ -	\$ 500.00	\$ 500.00
4	Onslow County Purchasing Training (Nona)-mileage, meals	\$ -	\$ 100.00	\$ 100.00
5	Debt Set-Off Training (Nona & Chestine)-mileage, meals	\$ 58.07	\$ 50.00	\$ 50.00
6	Banner Trainings (CFG & ALT)	\$ -	\$ 1,500.00	\$ -
7	SOG -Classes	\$ 1,046.45	\$ 1,500.00	\$ -
8	CAGP-Eastern Regional Training	\$ 41.76	\$ 75.00	\$ 75.00
9	Interfaith Breakfast	\$ 40.00	\$ 40.00	\$ 40.00
10				
	Total - 3121 Travel	\$ 4,439.69	\$ 7,665.00	\$ 2,165.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Catherine Gwynn		
Dept #: Finance - 2111					
Division: ~ - 2111					
Account: 3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Robert Half International (contract accountant to help FY19 Audit)	\$ 39,000.00	\$ -	\$ -
2		Holden Temporaries (R. Clark - contract clerical and reception)	\$ 28,750.00	\$ -	\$ -
3		JMA Placement (contract CSR for employee on FMLA)	\$ 11,105.00	\$ -	\$ -
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 78,855.00	\$ -	\$ -

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Catherine Gwynn

Dept #: Finance - 2111

Division: ~ - 2111

Account: 4911 Subscriptions

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	CDW-G	\$ 94.70	\$ -	\$ -
2	Annual Goldsboro News Argus subscription-Nona (legal ads for purchasing and surplusing; obituaries)		\$ 225.00	\$ 225.00
3	GAAP Guide Service		\$ 200.00	\$ 200.00
4	Budgeting & Auditing Guides		\$ 600.00	\$ 600.00
5	Miscellaneous		\$ 200.00	\$ -
6				
7				
8				
9				
10				
	Total - 4911 Subscriptions	\$ 94.70	\$ 1,225.00	\$ 1,025.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Catherine Gwynn

Dept #: Finance - 2111

Division: ~ - 2111

Account: 4912 Fees & Dues

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	NCGFOA Annual Dues - Dre & CFG	\$ 100.00	\$ 100.00	\$ 100.00
2	ACFE Dues CFG	\$ 525.00	\$ 525.00	\$ 525.00
3	DOT.gov Domain Renewal	\$ 400.00	\$ 400.00	\$ 400.00
4	AICPA Membership Dues 12-Month Renewal(Regular) CFG	\$ 665.00	\$ 670.00	\$ 670.00
5	CITP Credentials-12-Month Renewal CFG	\$ 380.00	\$ 380.00	\$ 380.00
6	Sam's Club Membership	\$ 40.00	\$ 40.00	\$ 40.00
7	CAGP Membership (Nona)	\$ 75.00	\$ 50.00	\$ 50.00
8	GFOA Membership Dues (Dre & CFG)	\$ 305.00	\$ 500.00	\$ 500.00
9	LGC Debt Application	\$ -	\$ -	\$ -
10	GFOA Certification-Annual CAFR	\$ 515.00	\$ 515.00	\$ 515.00
11	GFOA Certification-Budget		\$ 515.00	\$ 515.00
12				
13				
14				
15				
16				
17				
18	NC Government Finance Officers Association (NCGFOA)			
19	Government Finance Officers Association (GFOA)			
20	Association of Certified Fraud Examiners (ACFE)			
21	American Institute of Certified Public Accountants (AICPA)			
22	Certified Information Technology Professional AICPA (CITP)			
23	Carolinas Association of Governmental Purchasing (CAGP)			
24				
25				
Total - 4912 Fees & Dues		\$ 3,005.00	\$ 3,695.00	\$ 3,695.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head	Catherine Gwynn				
Dept #:	2112	Office Supply Credits		~ = Division by Zero					
Division:	2112	~		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4973	Office Supply Credits	\$ (5,333.52)	\$ (9,000.00)	\$ (9,000.00)	\$ (7,216.62)	\$ (7,357.00)	*	\$ (7,357.00)	*
	Total Operating Expenditures	\$ (5,333.52)	\$ (9,000.00)	\$ (9,000.00)	\$ (7,216.62)	\$ (7,357.00)	*	\$ (7,357.00)	*
	Total Office Supply Credits~ Budget	\$ (5,333.52)	\$ (9,000.00)	\$ (9,000.00)	\$ (7,216.62)	\$ (7,357.00)	*	\$ (7,357.00)	*

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Office Supply Credits - 2112		
Division:	~ - 2112		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
4973	Office Supply Credits			\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)
	Total Operating Expenditures			\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)
	Total Office Supply Credits~ Budget			\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Catherine Gwynn****Dept #: Office Supply Credits - 2112****Division: ~ - 2111****Account: 4973 Office Supply Credits**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Stockroom Office Supplies - Acct #9511			
2	1011-Mayor/Council	\$ (100.00)	\$ (100.00)	\$ (100.00)
3	1012-City Manager	\$ (250.00)	\$ (275.00)	\$ (275.00)
4	1016-HR	\$ (206.11)	\$ (250.00)	\$ (250.00)
5	1017-Community Relations	\$ (1,478.00)	\$ (300.00)	\$ (300.00)
6	1018-Paramount	\$ (99.60)	\$ (100.00)	\$ (100.00)
7	1020-GEC	\$ (16.14)	\$ (32.00)	\$ (32.00)
8	1024-Inspections	\$ (200.00)	\$ (400.00)	\$ (400.00)
9	1025-DGDC	\$ (300.00)	\$ (300.00)	\$ (300.00)
10	1030-Information Technology	\$ -	\$ -	\$ -
11	1111-PW-Admin	\$ (200.00)	\$ (200.00)	\$ (200.00)
12	1114-PW-Garage	\$ -	\$ -	\$ -
13	1133-PW-Bldg Maintanance	\$ -	\$ -	\$ -
14	1142-PW-Cemetery	\$ -	\$ -	\$ -
15	2111-Finance	\$ (266.77)	\$ (500.00)	\$ (500.00)
16	3151-Planning	\$ (360.00)	\$ (600.00)	\$ (600.00)
17	4134-PW-Streets	\$ -	\$ -	\$ -
18	4143-PW-Solid Waste	\$ -	\$ -	\$ -
19	4172-Engineering	\$ (250.00)	\$ (300.00)	\$ (300.00)
20	5120-Fire	\$ (500.00)	\$ (500.00)	\$ (500.00)
21	6121-Police	\$ (460.00)	\$ (500.00)	\$ (500.00)
22	7460-Parks & Rec	\$ (1,230.00)	\$ (1,500.00)	\$ (1,500.00)
23	7461-Golf	\$ (100.00)	\$ (300.00)	\$ (300.00)
24	4137-Stormwater	\$ -		

25		4174-Billing & Meters Services	\$ -		
26		4175-PW-Maintenance	\$ -		
27		4176-PU-Water	\$ (350.00)	\$ (350.00)	\$ (350.00)
28		4177-PU-Waste	\$ (700.00)	\$ (700.00)	\$ (700.00)
29		4179-PU-Compost	\$ (150.00)	\$ (150.00)	\$ (150.00)
30		9077-T & T	\$ -		
		Total - 4973 Office Supply Credits	\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		1019		Postage Credits		~ = Division by Zero			
Division:		1019		~		* = Change < \$500			
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4974	Postage Credits	\$ (15,354.28)	\$ (30,000.00)	\$ (30,000.00)	\$ (18,786.50)	\$ (32,140.00)	*	\$ (32,140.00)	*
	Total Operating Expenditures	\$ (15,354.28)	\$ (30,000.00)	\$ (30,000.00)	\$ (18,786.50)	\$ (32,140.00)	*	\$ (32,140.00)	*
	Total Postage Credits~ Budget	\$ (15,354.28)	\$ (30,000.00)	\$ (30,000.00)	\$ (18,786.50)	\$ (32,140.00)	*	\$ (32,140.00)	*

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Postage Credits - 1019		
Division:	~ - 1019		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
4974	Postage Credits		Charges from account #3250A	\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)
	Total Operating Expenditures			\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)
	Total Postage Credits~ Budget			\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 11-General Fund
Dept #: Postage Credits - 1019
Division: ~ - 1019
Account: 4974 Postage Credits

Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Internal Postage Charges - Acct #3250A			
2	1011-Mayor/Council	\$ (175.00)	\$ (175.00)	\$ (175.00)
3	1012-City Manager	\$ (200.00)	\$ (200.00)	\$ (200.00)
4	1016-HR	\$ (300.00)	\$ (300.00)	\$ (300.00)
5	1017-Community Relations	\$ (350.00)	\$ (300.00)	\$ (300.00)
6	1018-Paramount	\$ (120.00)	\$ (150.00)	\$ (150.00)
7	1020-GEC	\$ (3.00)	\$ (5.00)	\$ (5.00)
8	1024-Inspections	\$ (2,500.00)	\$ (4,000.00)	\$ (4,000.00)
9	1025-DGDC	\$ (2,682.50)	\$ (2,850.00)	\$ (2,850.00)
10	1030-Information Technology	\$ (40.00)	\$ (200.00)	\$ (200.00)
11	1111-PW-Admin	\$ (50.00)	\$ (50.00)	\$ (50.00)
12	1114-PW-Garage	\$ -	\$ (10.00)	\$ (10.00)
13	1133-PW-Bldg Maintanance	\$ (10.00)	\$ (10.00)	\$ (10.00)
14	1142-PW-Cemetery	\$ (5.00)	\$ (10.00)	\$ (10.00)
15	2111-Finance	\$ (4,146.00)	\$ (7,000.00)	\$ (7,000.00)
16	3151-Planning	\$ (3,240.00)	\$ (5,700.00)	\$ (5,700.00)
17	4134-PW-Streets	\$ (10.00)	\$ (10.00)	\$ (10.00)
18	4143-PW-Solid Waste	\$ (10.00)	\$ (20.00)	\$ (20.00)
19	4172-Engineering	\$ (150.00)	\$ (300.00)	\$ (300.00)
20	5120-Fire	\$ (575.00)	\$ (650.00)	\$ (650.00)
21	6121-Police	\$ (1,000.00)	\$ (1,200.00)	\$ (1,200.00)
22	7460-Parks & Rec	\$ (350.00)	\$ (500.00)	\$ (500.00)
23	7461-Golf	\$ (200.00)	\$ (200.00)	\$ (200.00)
24	4137-Stormwater	\$ -	\$ -	\$ -
25	4174-Billing & Meters Services	\$ -	\$ (200.00)	\$ (200.00)
26	4175-PW-Maintenance	\$ (500.00)	\$ (500.00)	\$ (500.00)

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

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
27	4176-PU-Water	\$ (210.00)	\$ (1,000.00)	\$ (1,000.00)
28	4177-PU-Waste	\$ (150.00)	\$ (2,500.00)	\$ (2,500.00)
29	4179-PU-Compost	\$ (10.00)	\$ (2,300.00)	\$ (2,300.00)
30	9077-T & T	\$ (1,800.00)	\$ (1,800.00)	\$ (1,800.00)
	Total - 4974 Postage Credits	\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)

FISCAL YEAR 2020-2021 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, conditional uses, street closings, annexations, variances, subdivisions, certificates of appropriateness, etc.
- Continue to support our citizens and other departments relative to GIS, mapping, land use, 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.
- Lead the effort to implement the City's Comprehensive Land Use Plan.
- Provide support to other City departments as requested.

SIGNIFICANT BUDGET ISSUES:

- Maintain and improve software and hardware in order to accomplish major objectives including those outlined in the GIS Strategic Plan.
- Manage the merger of Code Enforcement and Minimum Housing (staff, operations, equipment and maintenance) within the department to be more proactive with the use of the Order to Repair Program and all code enforcement ordinances.
- Manage an increasing response to tree service needs within the City's right-of-way due to aging tree stock.
- Mandatory compliance with North Carolina planning and land use statutes (Chapter 160D) requiring amendment of existing UDO by January 1, 2021.
- 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).

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		3151	Planning						
Division:		3151	~						
			Dept. Head Jennifer Collins						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 404,300.52	\$ 455,056.00	\$ 455,056.00	\$ 414,864.16	\$ 531,986.33	16.91%	\$ 531,986.33	16.91%
1220	Salaries & Wages Overtime	\$ 955.29			\$ -	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ (2,189.60)	\$ 44,252.00	\$ 44,252.00	\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 2,779.38	\$ -	\$ -	\$ 2,700.00	\$ 4,500.00	~	\$ -	*
1278	Wellness Earnings	\$ 1,407.88	\$ -	\$ -	\$ 2,100.00	\$ 3,000.00	~	\$ -	*
1280	Vacation Pay Out	\$ 8,626.09	\$ -	\$ -	\$ 5,578.00	\$ -	*	\$ -	*
1810	Social Security	\$ 31,945.58	\$ 38,304.00	\$ 38,304.00	\$ 32,586.11	\$ 41,325.78	7.89%	\$ 40,752.03	6.39%
1821	NCLGERS-Retirement	\$ 33,825.76	\$ 41,045.00	\$ 41,045.00	\$ 43,235.16	\$ 54,830.94	33.59%	\$ 54,389.32	32.51%
1822	401-K Retirement	\$ 15,047.76	\$ 18,202.00	\$ 18,202.00	\$ 17,038.49	\$ 21,608.25	18.71%	\$ 21,308.25	17.07%
1830	Hospital Insurance	\$ 44,416.60	\$ 57,240.00	\$ 57,240.00	\$ 45,780.00	\$ 65,400.00	14.26%	\$ 65,400.00	14.26%
1835	Group Term Life Insurance Coverage	\$ 289.48	\$ -	\$ -	\$ 140.00	\$ 381.60	*	\$ 381.60	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 215.00	*	\$ 215.00	*
1860	Worker's Compensation	\$ 3,213.00	\$ 3,374.00	\$ 3,374.00	\$ 3,330.00	\$ 3,474.00	2.96%	\$ 3,474.00	2.96%
1899	Less: Reimbursed by Grants	\$ (54,014.86)	\$ (96,181.00)	\$ (96,181.00)	\$ (67,529.00)	\$ (67,529.00)	*	\$ (67,529.00)	*
	Total Salaries & Benefits	\$ 491,346.55	\$ 562,012.00	\$ 562,012.00	\$ 500,542.92	\$ 659,912.91	17.42%	\$ 651,097.53	15.85%
1932	Medical Exams	\$ 205.00	\$ 180.00	\$ 180.00	\$ 158.00	\$ 632.00	251.11%	\$ 632.00	251.11%
1991	Consultant Fees	\$ 9,190.08	\$ 20,000.00	\$ 45,699.47	\$ 77,660.00	\$ 76,500.00	282.50%	\$ 66,500.00	232.50%
2203	Employee Appreciation	\$ 112.00	\$ 176.00	\$ 176.00	\$ 106.00	\$ 160.00	*	\$ 160.00	*
2323	Other Training	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 1,259.54	\$ 4,950.00	\$ 4,950.00	\$ 3,520.00	\$ 7,680.00	55.15%	\$ 4,950.00	0.00%
2502	Vehicle Fuel	\$ 2,104.16	\$ 4,400.00	\$ 4,400.00	\$ 6,200.00	\$ 9,600.00	118.18%	\$ 7,100.00	61.36%
2601	Office Supplies	\$ 309.19	\$ 900.00	\$ 900.00	\$ 900.00	\$ 1,500.00	66.67%	\$ 1,200.00	33.33%
2603	Postage Machine Supplies	\$ 21,690.97	\$ 39,600.00	\$ 39,600.00	\$ 20,000.00	\$ -	*	\$ -	*
2701	Advertising Legal Disp Ads (1215)				\$ -	\$ 20,000.00	~	\$ 15,000.00	~
2993	Operational Supplies	\$ 5,602.07	\$ 10,520.00	\$ 10,520.00	\$ 10,520.00	\$ 14,860.00	41.25%	\$ 8,930.00	-15.11%
2996	Hanging Baskets		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
3121	Travel	\$ 4,430.51	\$ 4,325.00	\$ 4,325.00	\$ 5,325.00	\$ 13,350.00	208.67%	\$ 11,850.00	173.99%
3210	Telephone	\$ 1,600.65	\$ 5,100.00	\$ 5,100.00	\$ 1,772.00	\$ 4,524.00	-11.29%	\$ 4,524.00	-11.29%
3250	Postage	\$ 3,432.41	\$ 3,600.00	\$ 3,600.00	\$ 3,240.00	\$ 5,700.00	58.33%	\$ 5,700.00	58.33%
3410	Printing	\$ 822.38	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 5,100.00	64.52%	\$ 1,050.00	-66.13%
3421	Copy Machine Cost	\$ 3,782.98	\$ 3,120.00	\$ 3,120.00	\$ 3,840.00	\$ 6,041.52	93.64%	\$ 4,541.52	45.56%
3513	Tree Replacement	\$ 3,508.75	\$ 4,000.00	\$ 13,000.00	\$ 9,000.00	\$ 7,000.00	75.00%	\$ 3,000.00	-25.00%
3532	Maintenance of Enhancement Areas	\$ 49,091.87	\$ 64,980.00	\$ 74,980.00	\$ 60,480.00	\$ 80,660.00	24.13%	\$ 83,660.00	28.75%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		3151	Planning						
Division:		3151	~						
			Dept. Head Jennifer Collins						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3914	Contract Services	\$ 37,308.25	\$ -	\$ -	\$ 44,252.00	\$ 44,252.00	~	\$ 44,252.00	~
3950	Education Reimbursement	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 2,500.00	127.27%	\$ 1,250.00	13.64%
3954	House Securement				\$ -	\$ 10,000.00	~	\$ 10,000.00	~
3991	Commission Expenses	\$ 585.00	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00	0.00%	\$ 1,760.00	0.00%
3993	Building Demolition	\$ (30.00)			\$ -	\$ 200,200.00	~	\$ 50,200.00	~
3994	Tree Service	\$ 71,720.15	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 150,000.00	150.00%	\$ 45,000.00	-25.00%
3996	Clean and Cut Lots	\$ 34,336.75	\$ 40,000.00	\$ 40,000.00	\$ 51,400.00	\$ 80,000.00	100.00%	\$ 40,000.00	0.00%
4521	Auto Liability	\$ 2,013.00	\$ 2,114.00	\$ 2,114.00	\$ 1,949.00	\$ 2,046.00	-3.22%	\$ 2,046.00	-3.22%
4541	Employee Personal Liability	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	*	\$ 53.00	*
4911	Subscriptions	\$ 151.76	\$ 170.00	\$ 170.00	\$ 170.00	\$ 180.00	*	\$ 180.00	*
4912	Fees & Dues	\$ 1,618.00	\$ 3,420.00	\$ 3,420.00	\$ 3,420.00	\$ 6,065.00	77.34%	\$ 4,805.00	40.50%
9561	Office Supplies	\$ 383.62	\$ 360.00	\$ 360.00	\$ 360.00	\$ 600.00	66.67%	\$ 600.00	66.67%
9934	Transportation Planning Grant	\$ 157,637.41	\$ 370,223.00	\$ 507,498.42	\$ 336,994.00	\$ 258,622.00	-30.14%	\$ 258,622.00	-30.14%
Total Operating Expenditures		\$ 414,019.50	\$ 649,651.00	\$ 831,625.89	\$ 707,279.00	\$ 1,011,085.52	55.64%	\$ 679,065.52	4.53%
5412	Compact Pick-Up Trucks				\$ -	\$ 25,000.00	~	\$ -	*
5743	NCDOT ROW Purchase \$500K	\$ 125,000.00			\$ -	\$ 187,500.00	~	\$ 187,500.00	~
5947	Sidewalks		\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	0.00%	\$ 1,310.00	0.00%
Total Capital Outlay		\$ 125,000.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 213,810.00	16221.37%	\$ 188,810.00	14312.98%
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Planning-~ Budget		\$ 1,030,366.05	\$ 1,212,973.00	\$ 1,394,947.89	\$ 1,209,131.92	\$ 1,884,808.43	55.39%	\$ 1,518,973.05	25.23%

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested		
Fund:			11-General Fund	Green Cell - Department Input		
Dept #:			Planning - 3151			
Division:			~ - 3151			
			Dept. Head-Jennifer Collins			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		Filled New positions - Code Enforcement Admin. & Code Enforcement Position; AND Anticipated Filled by June 30 2020 - Planner I & Asst. Planning Director	\$ 414,864.16	\$ 531,986.33	\$ 531,986.33
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -
1224	Cell Phone Stipend		K. Talton	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		10 ppl @ \$450 each	\$ 2,700.00	\$ 4,500.00	\$ -
1278	Wellness Earnings		based on number of participants	\$ 2,100.00	\$ 3,000.00	\$ -
1280	Vacation Pay Out		1 Retirement	\$ 5,578.00	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 32,586.11	\$ 41,325.78	\$ 40,752.03
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 43,235.16	\$ 54,830.94	\$ 54,389.32
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,038.49	\$ 21,608.25	\$ 21,308.25
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 45,780.00	\$ 65,400.00	\$ 65,400.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 140.00	\$ 381.60	\$ 381.60
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 215.00	\$ 215.00
1860	Worker's Compensation		Provided by Finance	\$ 3,330.00	\$ 3,474.00	\$ 3,474.00
1899	Less: Reimbursed by Grants			\$ (67,529.00)	\$ (67,529.00)	\$ (67,529.00)
Total Salaries & Benefits				\$ 500,542.92	\$ 659,912.91	\$ 651,097.53
1932	Medical Exams		based upon 8 per year @ \$79	\$ 158.00	\$ 632.00	\$ 632.00
1991	Consultant Fees	Y	See Schedule 1991	\$ 77,660.00	\$ 76,500.00	\$ 66,500.00
2203	Employee Appreciation		10 employees	\$ 106.00	\$ 160.00	\$ 160.00
2323	Other Training	Y	ESRI/Energov/Laserfiche	\$ -	\$ 1,500.00	\$ 1,500.00
2501	Vehicle Operation/Maintenance		4 vehicles (P892; P1008; P1194; P1356)	\$ 3,520.00	\$ 7,680.00	\$ 4,950.00
2502	Vehicle Fuel		4 vehicles (P892; P1008; P1194; P1356)	\$ 6,200.00	\$ 9,600.00	\$ 7,100.00
2601	Office Supplies		general office supplies (pens,ink,notebooks, etc.) Order to Repair/Minimum Housing increase cost of mailing supplies	\$ 900.00	\$ 1,500.00	\$ 1,200.00
2603	Postage Machine Supplies		Move to Finance for FY20-21	\$ 20,000.00	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Jennifer Collins	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Planning - 3151		
Division:	~ - 3151		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2701	Advertising Legal Disp Ads (1215)		Estimated based on 2018-2019 invoices for Planning related Legal Ads (paid from 1012 Account) Addition of Minimum Housing Advertising UDO Updates per NCGS Regulations by Jan. 1, 2021 (moved Planning portions from Manager's budget to better track bill paying)	\$ -	\$ 20,000.00	\$ 15,000.00
2993	Operational Supplies		Plotter Supplies+Maintenance 1 Retirement Party 8 Office Chairs Desktop Scanner - (2) Adminstrative	\$ 10,520.00	\$ 14,860.00	\$ 8,930.00
2996	Hanging Baskets		NA	\$ -	\$ -	\$ -
3121	Travel	Y	Filled - Code Enfocement Admin. & Code Enforcement Position; AND Anticipated Filled by Year End 2020 - Planner I & Asst. Planning Director	\$ 5,325.00	\$ 13,350.00	\$ 11,850.00
3210	Telephone		Addition of New Staff Members	\$ 1,772.00	\$ 4,524.00	\$ 4,524.00
3250	Postage		Addition of Code Enforcement Officer generate more Certified Mailing pieces (Certified mail = \$5.70 each)	\$ 3,240.00	\$ 5,700.00	\$ 5,700.00
3410	Printing		Parking Violation Ticket books Door Hangers UDO Codification per NCGS Update 160D	\$ 3,100.00	\$ 5,100.00	\$ 1,050.00
3421	Copy Machine Cost		Annual Lease \$1841.52 Maintenance \$4200	\$ 3,840.00	\$ 6,041.52	\$ 4,541.52
3513	Tree Replacement		Miscellaneous Beautifcation Projects	\$ 9,000.00	\$ 7,000.00	\$ 3,000.00
3532	Maintenance of Enhancement Areas		Welcome to Goldsboro Signs Special Events Maintenance Maintenance of Royall Ave/US70 W @ I-795 / Spence Ave / Welcome to Goldsboro Sign land lease Duke Energy lighting at above locations	\$ 60,480.00	\$ 80,660.00	\$ 83,660.00
3914	Contract Services	Y	See Schedule 3914	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00
3950	Education Reimbursement		K. Talton	\$ 1,100.00	\$ 2,500.00	\$ 1,250.00
3954	House Securement		Proactive Minimum Housing to secure home from vandalism/trespassing (from Inspections)	\$ -	\$ 10,000.00	\$ 10,000.00
3991	Commission Expenses		7 Members at \$7.50/meeting + Arbor Day	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Jennifer Collins	Green Cell - Department Input
Dept #:	Planning - 3151		
Division:	~ - 3151		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3993	Building Demolition		See Demolition List (from Inspections)	\$ -	\$ 200,200.00	\$ 50,200.00
3994	Tree Service		Calls based on citizens/storm clean up / dead&diseasd **Proposing FY21 Annual Maintenance Contract** (in the ROW, diseased, damaged trees)	\$ 60,000.00	\$ 150,000.00	\$ 45,000.00
3996	Clean and Cut Lots		Code Enforcement Clean Lots Anticipated Enforcement of Order to Repair Maintenance per UDO (increase moving from Inspections)	\$ 51,400.00	\$ 80,000.00	\$ 40,000.00
4521	Auto Liability		Provided by Finance	\$ 1,949.00	\$ 2,046.00	\$ 2,046.00
4541	Employee Personal Liability		Provided by Finance	\$ 53.00	\$ 53.00	\$ 53.00
4911	Subscriptions	Y	See Schedule 4911	\$ 170.00	\$ 180.00	\$ 180.00
4912	Fees & Dues	Y	See Schedule 4912	\$ 3,420.00	\$ 6,065.00	\$ 4,805.00
9561	Office Supplies		Addition of Code Enforcement Officer generates more Certified Mailing pieces	\$ 360.00	\$ 600.00	\$ 600.00
9934	Transportation Planning Grant		NCDOT Projects	\$ 336,994.00	\$ 258,622.00	\$ 258,622.00
Total Operating Expenditures				\$ 707,279.00	\$ 1,011,085.52	\$ 679,065.52
5412	Compact Pick-Up Trucks		Replacement Truck for Code Enforcement 19 y.o. Truck	\$ -	\$ 25,000.00	\$ -
5743	NCDOT ROW Purchase \$500K		U-5724 NCDOT Contract for FY20 and FY21 \$187,500 each year	\$ -	\$ 187,500.00	\$ 187,500.00
5947	Sidewalks		U-6204 NCDOT Betterment Agreement FY21 \$36542.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00
Total Capital Outlay				\$ 1,310.00	\$ 213,810.00	\$ 188,810.00
			Provided by Finance			
Total Debt Service				\$ -	\$ -	\$ -
Total Planning-~ Budget				\$ 1,209,131.92	\$ 1,884,808.43	\$ 1,518,973.05

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund:		11-General Fund Dept. Head-Jennifer Collins														
Dept #:		Planning - 3151														
Division:		~ - 3151														
Current Asset Information										Replacement Asset Information						
Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5412	P892	2001 Ford Ranger (Kelly's truck)	\$ 11,618.00	148,762	\$ 4,000.00				N		F150 Truck -Code Enforcement	Age & mileage	\$ 25,000.00	\$ -	Y
2	5743	N/A	NCDOT R/W Acquisition (2 of 3)	N/A	N/A	N/A					1	Project #U-5724		\$ 187,500.00	\$ 187,500.00	N
3	5947	N/A	Sidewalk Construction	N/A	N/A	N/A					1	Project #U-6204	Our agreements with NCDOT - Bulb out Memorial Dr (30% our match)	\$ 1,310.00	\$ 1,310.00	N
Total Capital Outlay Request				\$ 11,618.00		\$ 4,000.00	\$ -	\$ -	\$ -					\$ 213,810.00	\$ 188,810.00	

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Jennifer Collins****Dept #: Planning - 3151****Division: ~ - 3151****Account: 1991 Consultant Fees**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	ADA Consultant - Milligan & Assoc.	\$ 11,260.00	\$ -	\$ -
2	Highland Mapping	\$ 10,000.00	\$ 10,000.00	\$ -
3	Tritech Software System	\$ 1,400.00	\$ 1,500.00	\$ 1,500.00
4	AIS Imaging - Laserfiche conversions	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
5	GIS 10 year Plan	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
6	Energov - Annual Review/Configuratin	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
7	Required UDO Updates per NCGS 160D	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00
8	Laserfiche - Scanning of Site Plans	\$ -	\$ 5,000.00	\$ 5,000.00
9				
10				
Total - 1991 Consultant Fees		\$ 77,660.00	\$ 76,500.00	\$ 66,500.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Jennifer Collins****Dept #: Planning - 3151****Division: ~ - 3151****Account: 2323 Other Training**

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		ERSI/ Energov/Laserfiche		\$ 1,500.00	\$ 1,500.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 2323 Other Training	\$ -	\$ 1,500.00	\$ 1,500.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Jennifer Collins		
Dept #: Planning - 3151					
Division: ~ - 3151					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		ERSI Southeast User Group Conference (2) 3 nights	\$ 900.00	\$ 1,900.00	\$ 1,900.00
2		Laserfiche User Group (1) 1 night	\$ 150.00	\$ 200.00	\$ 200.00
3		NC ARC User Group Conference (2) 3 nights	\$ 625.00	\$ 1,500.00	\$ 1,500.00
4		NCACHO Annual Conference (5) 3 nights	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
5		NCAPA Conference (3) 4 days (Required Certification)	\$ 600.00	\$ 1,800.00	\$ 1,800.00
6		NCAZO Conference (1) 3 days (Required Certification)	\$ 750.00	\$ 800.00	\$ 800.00
7		NC Preservation Conference (1) 2 nights	\$ 500.00	\$ 550.00	\$ 550.00
8		NC School of Government - Planning Courses (2)	\$ 800.00	\$ 850.00	\$ 850.00
9		NCGIS Spring 2021 (1) 3 nights	\$ -	\$ 750.00	\$ 750.00
10		Per CM/ACM reduce travel to FY20 w/ Addtl 30% to FY20 - due to addtl person assumed in Planning only cut \$1500			\$ (1,500.00)
		Total - 3121 Travel	\$ 5,325.00	\$ 13,350.00	\$ 11,850.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Jennifer Collins		
Dept #: Planning - 3151					
Division: ~ - 3151					
Account: 3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Holden Temporaries - Roadside Trash pick up (2) (approximately \$20748 per year each Temporary)	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Jennifer Collins****Dept #: Planning - 3151****Division: ~ - 3151****Account: 4911 Subscriptions**

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Goldsboro News Argus Print Edition	\$ 170.00	\$ 180.00	\$ 180.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 170.00	\$ 180.00	\$ 180.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Jennifer Collins		
Dept #: Planning - 3151					
Division: ~ - 3151					
Account: 4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		AICP Certification (1)	\$ 550.00	\$ 560.00	\$ -
2		APA Dues - National & Chapter (1)	\$ 330.00	\$ 340.00	\$ 340.00
3		ASLA Dues (Amer. Society Landscape Architects) (1)	\$ 460.00	\$ 470.00	\$ 470.00
4		ESRI SouthEast User Conference (2)	\$ 250.00	\$ 600.00	\$ 600.00
5		NC ARC User Group Conference (2)	\$ 250.00	\$ 600.00	\$ 600.00
6		NCAHO (Code Enforcement) Workshop (5)	\$ 780.00	\$ 1,750.00	\$ 1,050.00
7		NCAPA Planning Conference (3)	\$ 290.00	\$ 900.00	\$ 900.00
8		NCAZO Conference (1)	\$ 200.00	\$ 250.00	\$ 250.00
9		NCAZO Dues (1)	\$ 60.00	\$ 60.00	\$ 60.00
10		NC Preservation Conference (1)	\$ 250.00	\$ 260.00	\$ 260.00
11		NC GIS 2021 spring (1)	\$ -	\$ 275.00	\$ 275.00
		Total - 4912 Fees & Dues	\$ 3,420.00	\$ 6,065.00	\$ 4,805.00

FISCAL YEAR 2020-21 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, NFPA, and ISO benchmarks related to response times, apparatus replacement, and staffing.
- Replace Fire Station 3 with a state of the art public safety facility. The current station has exceeded its useful life and does not meet the safety nor functional needs of the department. Eliminating the documented “near misses” as apparatus attempts to back onto the apron is a priority.
- Provide a smooth surface (pavement) at our training facility in order to conduct the Candidate Physical Abilities Test (CPAT) required by the NAFC and IAFF. This will also allow training to more closely replicate fire operations and reduce damage to equipment. (Phase 1)
- Achieve State designation as Type III Water Rescue Team.

SIGNIFICANT BUDGET ISSUES:

- Increase training opportunities by making improvements/upgrades at Training Facility to allow for in-house training opportunities and provide educational opportunities with outside instructors.
- Continue upgrade/replacement of current SCBA to the 4500-psi operating system for all responding engines.
- Replace original office suites at Station 1 and multiple rooms at fire station 4 (dayroom, bedroom, etc.) to coincide with renovation.
- Purchase an administrative vehicle as part of scheduled Capital Replacement Plan (CRP).
- Purchase an amphibious Emergency Response Utility vehicle to allow for emergency response access to greenways, Bryan Multi-Sports Complex, City parks, Downtown Goldsboro events, remote railroad areas, etc.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Joseph Dixon			
Dept #:	5120	Fire Department		~ = Division by Zero					
Division:	5120	~		* = Change < \$500					
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 3,739,955.09	\$ 3,947,050.36	\$ 3,947,050.36	\$ 3,707,514.39	\$ 3,852,199.21	-2.40%	\$ 3,846,469.78	-2.55%
1220	Salaries & Wages Overtime	\$ 215,967.34	\$ 152,257.50	\$ 152,257.50	\$ 162,000.00	\$ 156,000.00	2.46%	\$ 78,000.00	-48.77%
1224	Cell Phone Stipend	\$ 549.84	\$ 1,440.00	\$ 1,440.00	\$ 719.94	\$ 719.94	-50.00%	\$ 719.94	-50.00%
1260	Salaries & Wages Part-Time	\$ 9,678.93	\$ 60,320.00	\$ 60,320.00	\$ 56,500.00	\$ 58,760.00	-2.59%	\$ 58,760.00	-2.59%
1272	Holiday Pay	\$ 139,072.05	\$ 138,046.80	\$ 138,046.80	\$ 136,500.00	\$ 144,000.00	4.31%	\$ 144,000.00	4.31%
1275	Salaries & Wages Bonus	\$ 34,742.25	\$ -	\$ -	\$ 30,949.90	\$ 34,692.00	~	\$ -	*
1278	Wellness Earnings	\$ 18,071.64	\$ -	\$ -	\$ 18,833.28	\$ 21,600.00	~	\$ -	*
1279	Moving Allowance	\$ 1,565.62			\$ -	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 48,825.76	\$ -	\$ -	\$ 9,172.10	\$ 24,350.40	~	\$ 24,350.40	~
1810	Social Security	\$ 318,473.23	\$ 328,953.34	\$ 328,953.34	\$ 315,347.51	\$ 328,362.60	-0.18%	\$ 317,650.96	-3.44%
1821	NCLGERS-Retirement	\$ 338,519.73	\$ 382,209.96	\$ 382,209.96	\$ 418,402.25	\$ 435,670.64	13.99%	\$ 423,949.84	10.92%
1822	401-K Retirement	\$ 151,383.40	\$ 169,494.06	\$ 169,494.06	\$ 164,887.58	\$ 171,692.86	1.30%	\$ 166,092.00	-2.01%
1830	Hospital Insurance	\$ 493,070.78	\$ 508,800.00	\$ 508,800.00	\$ 490,500.00	\$ 497,040.00	-2.31%	\$ 503,580.00	-1.03%
1835	Group Term Life Insurance Coverage	\$ 3,342.36	\$ -	\$ -	\$ 3,205.44	\$ 3,205.44	~	\$ 3,205.44	~
1850	Unemployment Compensation	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 657.11	\$ 1,895.00	89.50%	\$ 1,895.00	89.50%
1860	Worker's Compensation	\$ 65,119.71	\$ 17,942.00	\$ 17,942.00	\$ 153,444.17	\$ 18,477.00	2.98%	\$ 18,477.00	2.98%
	Total Salaries & Benefits	\$ 5,579,337.73	\$ 5,707,514.02	\$ 5,707,514.02	\$ 5,668,633.66	\$ 5,748,665.08	0.72%	\$ 5,587,150.36	-2.11%
1932	Medical Exams	\$ 23,723.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2111	Cleaning Supplies	\$ 5,331.85	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%
2121	Uniforms	\$ 32,575.81	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,200.00	0.44%	\$ 45,000.00	0.00%
2123	Protective Clothing	\$ 65,622.86	\$ 60,000.00	\$ 67,912.75	\$ 67,913.00	\$ 72,000.00	20.00%	\$ 60,000.00	0.00%
2125	Shoes-Uniform	\$ 5,680.00	\$ 9,000.00	\$ 9,000.00	\$ 7,500.00	\$ 9,000.00	0.00%	\$ 9,000.00	0.00%
2203	Employee Appreciation	\$ 1,172.25	\$ 1,344.00	\$ 1,344.00	\$ 1,433.00	\$ 1,344.00	0.00%	\$ 1,344.00	0.00%
2323	Other Training	\$ 27,591.90	\$ 42,000.00	\$ 42,000.00	\$ 38,170.00	\$ 57,070.00	35.88%	\$ 29,400.00	-30.00%
2391	First Aid	\$ 5,400.36	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	\$ 8,377.00	14.75%	\$ 7,300.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 72,742.89	\$ 75,500.00	\$ 75,500.00	\$ 75,500.00	\$ 89,500.00	18.54%	\$ 56,625.00	-25.00%
2502	Vehicle Fuel	\$ 40,084.15	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,400.00	0.80%	\$ 37,500.00	-25.00%
2511	Oil & Lubricants	\$ 830.50	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2594	Vehicle Repairs	\$ 28,157.91	\$ 45,000.00	\$ 54,923.13	\$ 55,000.00	\$ 75,000.00	66.67%	\$ 45,000.00	0.00%
2601	Office Supplies	\$ 5,492.68	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 4,500.00	-25.00%
2993	Operational Supplies	\$ 44,553.39	\$ 79,500.00	\$ 85,352.44	\$ 85,400.00	\$ 133,500.00	67.92%	\$ 59,625.00	-25.00%
2994	Tools	\$ 10,445.63	\$ 18,200.00	\$ 18,200.00	\$ 18,200.00	\$ 29,000.00	59.34%	\$ 13,650.00	-25.00%
3121	Travel	\$ 2,558.19	\$ 4,000.00	\$ 4,000.00	\$ 3,790.00	\$ 5,400.00	35.00%	\$ 2,800.00	-30.00%
3210	Telephone	\$ 3,191.09	\$ 3,096.00	\$ 3,096.00	\$ 4,500.00	\$ 6,500.00	109.95%	\$ 6,500.00	109.95%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Joseph Dixon			
Dept #:		5120	Fire Department		~ = Division by Zero				
Division:		5120	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3250	Postage	\$ 546.24	\$ 500.00	\$ 500.00	\$ 575.00	\$ 650.00	30.00%	\$ 650.00	30.00%
3310	Electricity	\$ 29,817.96	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	0.00%	\$ 27,000.00	-25.00%
3330	Natural Gas	\$ 5,959.60	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	0.00%	\$ 6,000.00	-25.00%
3410	Printing	\$ 1,270.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	0.00%	\$ 1,200.00	-25.00%
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 23,638.00	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 37,909.94	\$ 25,500.00	\$ 37,500.00	\$ 37,500.00	\$ 117,900.00	362.35%	\$ 19,125.00	-25.00%
3521	Office Machine Maintenance	\$ -	\$ 500.00	\$ 500.00	\$ 800.00	\$ 1,550.00	210.00%	\$ 1,550.00	210.00%
3522	Machine/Equipment Maintenance	\$ 6,771.49	\$ 23,600.00	\$ 23,600.00	\$ 23,600.00	\$ 31,000.00	31.36%	\$ 17,700.00	-25.00%
3599	Storm Damage Cleanup	\$ 2,160.00			\$ -	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 4,750.42	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	0.00%	\$ 2,750.00	-50.00%
4401	Generator Contract	\$ 2,963.15	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
4511	Multi-Peril Insurance	\$ 4,323.00	\$ 4,539.00	\$ 4,539.00	\$ 5,105.00	\$ 5,533.00	21.90%	\$ 5,533.00	21.90%
4521	Auto Liability	\$ 57,626.00	\$ 60,388.00	\$ 60,388.00	\$ 61,981.00	\$ 65,080.00	7.77%	\$ 65,080.00	7.77%
4541	Employee Personal Liability	\$ 370.00	\$ 370.00	\$ 370.00	\$ 370.00	\$ 370.00	*	\$ 370.00	*
4911	Subscriptions	\$ 2,248.80	\$ 2,706.00	\$ 10,201.00	\$ 8,625.00	\$ 15,579.00	475.72%	\$ 15,579.00	475.72%
4912	Fees & Dues	\$ 6,529.97	\$ 6,395.00	\$ 6,395.00	\$ 6,870.00	\$ 6,580.00	2.89%	\$ 6,580.00	2.89%
4990	Equipment Expense	\$ 13,111.47	\$ 21,700.00	\$ 25,371.75	\$ 25,351.00	\$ 39,325.00	81.22%	\$ 16,275.00	-25.00%
8153	Insurance Proceeds		\$ -	\$ -	-	\$ -	*	\$ -	*
9561	Office Supplies	\$ 522.18	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
	Total Operating Expenditures	\$ 552,034.68	\$ 684,838.00	\$ 731,693.07	\$ 752,321.00	\$ 964,558.00	40.84%	\$ 605,236.00	-11.62%
5075	Paving		\$ -	\$ -	\$ -	\$ 24,000.00	~	\$ -	*
5136	All Terrain Vehicle		\$ -	\$ -	\$ -	\$ 35,000.00	~	\$ -	*
5401	Administrative Car	\$ 38,238.35	\$ 32,500.00	\$ 69,295.00	\$ 74,212.00	\$ 45,000.00	38.46%	\$ -	*
5475	Air Compressor	\$ 52,694.61	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
5521	Fire Hose	\$ 819.62	\$ 7,500.00	\$ 12,981.00	\$ 12,981.00	\$ 13,155.00	75.40%	\$ 13,155.00	75.40%
5527	Miscellaneous Equipment	\$ 8,260.22	\$ 11,000.00	\$ 18,665.00	\$ 18,665.00	\$ 140,246.00	1174.96%	\$ -	*
5735	Air Packs	\$ 49,650.03	\$ 93,570.00	\$ 93,570.00	\$ 93,570.00	\$ 35,100.00	-62.49%	\$ 35,100.00	-62.49%
5736	Thermal Imaging Camera	\$ 6,305.00	\$ 7,500.00	\$ 7,500.00	\$ 5,300.00	\$ 5,700.00	-24.00%	\$ 5,700.00	-24.00%
	Total Capital Outlay	\$ 155,967.83	\$ 152,070.00	\$ 202,011.00	\$ 204,728.00	\$ 298,201.00	96.09%	\$ 53,955.00	-64.52%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Fire Department-~ Budget	\$ 6,287,340.24	\$ 6,544,422.02	\$ 6,641,218.09	\$ 6,625,682.66	\$ 7,011,424.08	7.14%	\$ 6,246,341.36	-4.55%

JUSTIFICATION SHEET			Fiscal Year FY20-21			Blue Font - Detail Schedule Requested		
Fund:			11-General Fund			Green Cell - Department Input		
Dept #:			Fire Department - 5120					
Division:			~ - 5120					
			Dept. Head-Joseph Dixon					
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20			
1210 Salaries & Wages Regular		84 FTE	\$ 3,707,514.39	\$ 3,852,199.21	\$ 3,846,469.78			
1220 Salaries & Wages Overtime		Average payout of \$13,000 per month * 12	\$ 162,000.00	\$ 156,000.00	\$ 78,000.00			
1224 Cell Phone Stipend		1 employee (27.69* 26 payrolls)	\$ 719.94	\$ 719.94	\$ 719.94			
1260 Salaries & Wages Part-Time		3 part time employees (Hourly Wages * 1000 hours)	\$ 56,500.00	\$ 58,760.00	\$ 58,760.00			
1272 Holiday Pay		75 employees (12 holidays *\$12,000)	\$ 136,500.00	\$ 144,000.00	\$ 144,000.00			
1275 Salaries & Wages Bonus		84 employees (84 * \$413.00)	\$ 30,949.90	\$ 34,692.00	\$ -			
1278 Wellness Earnings		72 employees (72 * \$300)	\$ 18,833.28	\$ 21,600.00	\$ -			
1279 Moving Allowance		-	\$ -	\$ -	\$ -			
1280 Vacation Pay Out		3 employees eligible for retirement (F. Sasser, J. Gillis, D. Olmsted) *hourly rate x max vacation rollover amount	\$ 9,172.10	\$ 24,350.40	\$ 24,350.40			
1810 Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 315,347.51	\$ 328,362.60	\$ 317,650.96			
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 418,402.25	\$ 435,670.64	\$ 423,949.84			
1822 401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 164,887.58	\$ 171,692.86	\$ 166,092.00			
1830 Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 490,500.00	\$ 497,040.00	\$ 503,580.00			
1835 Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 3,205.44	\$ 3,205.44	\$ 3,205.44			
1850 Unemployment Compensation		Provided by Finance	\$ 657.11	\$ 1,895.00	\$ 1,895.00			
1860 Worker's Compensation		Provided by Finance	\$ 153,444.17	\$ 18,477.00	\$ 18,477.00			
Total Salaries & Benefits			\$ 5,668,633.66	\$ 5,748,665.08	\$ 5,587,150.36			
1932 Medical Exams		Annual Physicals (82 employees) - \$22,550 / New Personnel/Promotion Physicals and Testing / Random Substance Testing - \$2,450.	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00			
2111 Cleaning Supplies		Funds requested are to cover the cost of cleaning supplies for 5 Stations and the Training Facility.	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00			
2121 Uniforms		Uniforms for non-civilian employees & part-time employees to include Class A, B, C & D Uniforms as well as special team uniforms. The increase in the department request is due to an average overall 3% price increase on GFD uniform items as well as the purchase of new honor guard uniforms for 3 new team members.	\$ 45,000.00	\$ 45,200.00	\$ 45,000.00			
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. Increase in funding for this line items includes a 6% updated pricing increase for turnout gear purchases as well as protective equipment for the GFD Fire Investigation Team members (coveralls, helmets and gear bags).	\$ 67,913.00	\$ 72,000.00	\$ 60,000.00			
2125 Shoes-Uniform		These funds are requested to purchase non-slip OSHA-required safety shoes for non-civilian employees. Shoes are distributed annually and as needed. The amount requested will cover purchasing shoes for 82 personnel and additional purchases for new hires, part-time employees and when shoes are in need of replacement due to damage sustained during training, emergency response calls, etc. (90 pairs * \$100.00)	\$ 7,500.00	\$ 9,000.00	\$ 9,000.00			
2203 Employee Appreciation		84 full time employees * \$16.00	\$ 1,433.00	\$ 1,344.00	\$ 1,344.00			
2323 Other Training	Y	These funds are requested to provide local, state and national certified trianing, training facility upgrades, outside training classes and media resources. These funds also include funding for the Explorer Program, inspections reimbursement, annual promotion assessments and training equipment. The increase in funding for this account is due to advancing our training facility as well as provding funding for education/training to outside schools and special teams training. (See attached SCH2323)	\$ 38,170.00	\$ 57,070.00	\$ 29,400.00			

JUSTIFICATION SHEET		Fiscal Year FY20-21	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Joseph Dixon	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	~ - 5120		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2391	First Aid		These funds are requested to purchase emergency medical supplies to be used on emergency calls. The increase in amount is to initially purchase mass casualty supplies and trauma transporters. The resupply of these items will be 1/3 of cost annually. These items have been a joint effort of agreement between Wayne County Sheriff Office, Wayne County OES, GPD and GFD.	\$ 7,300.00	\$ 8,377.00	\$ 7,300.00
2501	Vehicle Operation/Maintenance		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 additional increase in this account is due price increase for maintenance and projected repairs needed on aging fire apparatus.	\$ 75,500.00	\$ 89,500.00	\$ 56,625.00
2502	Vehicle Fuel		These funds are requested to cover the cost of diesel fuel and gasoline for all fire apparatus, administration vehicles and response vehicles. With the ever changing price of gas and diesel, we project an average monthly expense of \$4,200.00.	\$ 50,000.00	\$ 50,400.00	\$ 37,500.00
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 montly inspections.	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
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. The department requested amount increased due to increasing cost of labor and parts as well as \$20,000 in repairs to pump on Engine 1. These repairs are necessary in order to pass mandated pump testing. Also included in this line item is \$8,500 to replace/upgrade the light tower head on Engine 4 to LED. (Fleet Maintenance Charges)	\$ 55,000.00	\$ 75,000.00	\$ 45,000.00
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.	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00
2993	Operational Supplies		These funds will be used to cover the costs of operational supplies for the department. This line item includes items such as, batteries, equipment testing and certifications, annual services and testing, 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.), fit testing machine rental and other operational supplies for the department not otherwise specified in other line items. There is an increase in this account due to increase of flow testing cost of airpacks due to upgraded equipment and an increase in cylinder hydrostatic testing due to number of cylinders requiring testing. There is also an additional increase of \$5,500 for the newly formed Recruitment Team Committee. This increase is to purchase literature, table cloths, event display materials, banners, advertising materials, table top banner stand, etc. Also included in this increase is the purchase of physical fitness equipment for substations (\$7,000). Funding for offices, bedrooms, appliances and dayroom furniture for Station 1 & 4 due to the rennovation is also included in budget per ACM (\$40,000). Also included in the pricing increase is for Station 1 furniture expense to be shared for the training room between GPD and GFD (\$7,500).	\$ 85,400.00	\$ 133,500.00	\$ 59,625.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Joseph Dixon	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	~ - 5120		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2994	Tools		These funds are requested to purchase tools to replace broken equipment and purchase rescue equipment for special teams such as Water Rescue, Trench Rescue, and Rope Rescue. This years requested amount is for items for a Paratech Shore Kit for the Trench Rescue Team at a total cost of \$18,228. This kit will be utilized to expand the capabilities of the trench rescue response team as well as comply with OSHA standard. An additional requested amount of \$1,700 is requested for the Rope Rescue Team to replace out of date body harnesses per 10 year department replacement plan. Also included in this line item is equipment needed to provide in-house pump testing for the department per mandated requirements at a cost of \$1,700. An additional cost is added to include miscellaneous tools for department use and apparatus tools such as axes, drills, wrench sets, pliers, saws, etc.	\$ 18,200.00	\$ 29,000.00	\$ 13,650.00
3121	Travel	Y	These funds are requested to cover the cost of lodging, meals, travel and registration for the Fire Chief and Command Staff personnel to attend community meetings and professional development courses and certification training. (see attached SCH3121)	\$ 3,790.00	\$ 5,400.00	\$ 2,800.00
3210	Telephone		These funds are requested to cover the cost of telephone contract services for department. Contracted prices for Cell Phones \$45.00 x 7 / Ipads \$38.01 x 5 per IT Dept.	\$ 4,500.00	\$ 6,500.00	\$ 6,500.00
3250	Postage		These funds are requested to cover the cost of postage of letters mailed through the US Postal Service and shipping costs when items are mailed for repairs. The increase in this account it to cover the additional expense for shipping of gear and equipment.	\$ 575.00	\$ 650.00	\$ 650.00
3310	Electricity		These funds are requested to cover the cost of electricity for all stations and training facility paid to Duke Energy.	\$ 36,000.00	\$ 36,000.00	\$ 27,000.00
3330	Natural Gas		These funds are requested to cover the cost of natural gas used by the department.	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00
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.	\$ 1,600.00	\$ 1,600.00	\$ 1,200.00
3510	Repairs (Insurance Claims)		These funds are requested to cover the cost of insurance claims for repairs to equipment. Note: This estimated expense should be reimbursed through insurance payment for no fault accident (\$23,637.25).	\$ 23,638.00	\$ -	\$ -
3511	Building Maintenance		These funds are requested to provide maintenance and repairs to 5 fire stations. Included in this account is preventative maintenance and repairs, such as bay door repairs, plumbing repairs, pest control, etc. We are requesting funding to initiate a roll up door maintenance agreement to help with increasing cost of repairs on bay door operators at a cost of \$4,000. Funding is also requested to initiate a replacement plan for aging bay door operators. Initial replacement plan is requested for 5 of the 25 bay door operators at a total cost of \$7,500 as well as \$3,000 for miscellaneous and emergency repairs. Additional funding is for building repairs to all stations. Included in this pricing is for the following: Station 1: Interior painting and removal of wallpaper per OSHA recommendation during 2019 site visit. Carpet, painting and new ceiling tiles for non-contracted areas of Station 1 to match renovated areas. Concrete repairs are also included for Station 1 due to sunken apron. Approximate cost for Station 1 is \$32,500. Station 2: Blinds, bay lighting upgrade to LED, and exterior bay painting at an approximate cost of \$5,000. Station 3: Drive-thru bay construction at approximate cost of \$50,000 to eliminate safety concerns during back-up operations. Note: If approved for new public safety facility this cost will not be needed. Station 4: Storage cabinets for bay and a vinyl fence to help with aesthetic view around generator from street. These items were not contracted in new build plans. Approximate cost for Station 4 is \$2,200. Station 5: Concrete apron repairs due to sunken apron. Approximate cost is \$8,000. An additional \$5,000 is included to cover the expense of miscellaneous and unforeseen building repairs.	\$ 37,500.00	\$ 117,900.00	\$ 19,125.00
3521	Office Machine Maintenance		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.	\$ 800.00	\$ 1,550.00	\$ 1,550.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Joseph Dixon	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	~ - 5120		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3522	Machine/Equipment Maintenance		These funds are requested to provide maintenance of items not covered in line items 2501/3521. This includes service to vehicle sirens, portable radios, appliances, extrication tools, specialty equipment and other electric machines. This account primarily includes the cost of radio alignments, repairs, re-programming, maintenance agreement, re-certifications, batteries, etc. Requested funding in this line item includes pricing increase on repairs and parts and to initiate a radio maintenance agreement. Radios include portables, bay stations, mics and mobile radios.	\$ 23,600.00	\$ 31,000.00	\$ 17,700.00
3599	Storm Damage Cleanup			\$ -	\$ -	\$ -
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 (Derek Bergeron, Scott Barnes, Eric Scott, Ron Stempien, Thurman Shackelford) receive the max reimbursement for education. 5 employees * \$1,100 = \$5,500	\$ 5,500.00	\$ 5,500.00	\$ 2,750.00
4401	Generator Contract		These funds are requested to cover the cost of the annual maintenance agreement for the emergency power generator at substations.	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 5,105.00	\$ 5,533.00	\$ 5,533.00
4521	Auto Liability		Provided by Finance	\$ 61,981.00	\$ 65,080.00	\$ 65,080.00
4541	Employee Personal Liability		Provided by Finance	\$ 370.00	\$ 370.00	\$ 370.00
4911	Subscriptions	Y	These funds are requested to cover the cost of subscriptions for the department use. See attached SCH4911.	\$ 8,625.00	\$ 15,579.00	\$ 15,579.00
4912	Fees & Dues	Y	These funds are requested to cover the cost of fees and dues for the department. See attached SCH4912.	\$ 6,870.00	\$ 6,580.00	\$ 6,580.00
4990	Equipment Expense		These funds are requested to purchase equipment that cost between \$1,000 - \$4,999. This year the department is requesting to purchase a NRS 13 ft. self-bailing raft for the Water Rescue Team - \$4,925 / a Plymovent system for all stations excluding Station 4 - \$28,000 Note: This cost is pending grant award and each station cost varies per system. If grant is not awarded - grant will be reapplied for automatically and funding will be requested in next fiscal year budget / a Sparky animated costume to be used in the fire prevention division in community outreach events. This costume includes full Sparky copyrighted costume with animated voice feature - \$4,100 / a 6 x 14 trailer for the requested amphibious all terrain vehicle listed in account 5136 - \$2,300 Note: If vehicle is not approved, trailer will not be needed.	\$ 25,351.00	\$ 39,325.00	\$ 16,275.00
8153	Insurance Proceeds		Reimbursement of the non-fault accident listed in 3510. (\$23,637.25)	-	\$ -	\$ -
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
Total Operating Expenditures				\$ 752,321.00	\$ 964,558.00	\$ 605,236.00
5075	Paving		These funds are requested to replace the 2005 Ford Expedition which is currently out of service due to pending transmission repairs at an estimated cost of \$3,300. The department would like to purchase a 2020 4WD Chevy Colorado for the Fire Inspector/Arson Investigator. This price includes GFD striping, emergency lightning, mobile radio and slide out tray and cover for truck bed.		\$ 24,000.00	\$ -
5136	All Terrain Vehicle		-	\$ -	\$ 35,000.00	\$ -
5401	Administrative Car		These funds are requested to replace fire hoses of various diameters that are aging and beyond repair. Requested funds also include nozzles, foam inductors, and other hose appliances in need of repairs. Increased budget amount is due to the request for additional nozzles to be used at the training facility to help with wear and tear on front line operations as well as replacement of additional fire hose due to not passing hose testing.	\$ 74,212.00	\$ 45,000.00	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Joseph Dixon	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	~ - 5120		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
5475	Air Compressor		These funds are requested to purchase the following items: 1 - Turnout Gear Dryer - \$11,000. This price includes estimated cost of delivery and installation. 1 - Deployable Shelter for Water Rescue team - \$34,251. 1 - Fire Inflatable House for Fire Prevention and Education - \$7,495. 11 - Portable Radios Dual Band for front-line apparatus and command staff to be used during natural disasters and inter-agency operations - \$87,500.		\$ -	\$ -
5521	Fire Hose		These funds are requested to purchase new SCBA units and additional cylinders for the department. This budget year the department is requesting the following: 4 - Carbon Cylinders 4500 psi @ \$900 each / 5 - Voice Amps @ \$500 each / 10 - SCBA Face Pieces - HT AV3000 @ \$300 each / 4 - SCBA Unit 4500-psi @ \$6,500 Note: This will continue the replacement plan of reserve trucks to ensure continuity with ready reserves.	\$ 12,981.00	\$ 13,155.00	\$ 13,155.00
5527	Miscellaneous Equipment		These funds are requested to purchase a new thermal imaging camera for Eng. 5.	\$ 18,665.00	\$ 140,246.00	\$ -
5735	Air Packs		These funds are requested to pave a portion of the training facility to provide a smooth surface to conduct the Candidate Physical Abilities Test as required by the NAFC and IAFF. Due to renovations at Station 1 and Cornerstone Commons, this test will need to be moved to the training facility in order to meet requirements. It will also more closely replicate fire operations, reduce damage to equipment and provide easier access entering and exiting the facility.	\$ 93,570.00	\$ 35,100.00	\$ 35,100.00
5736	Thermal Imaging Camera		These funds are requested to purchase an all terrain amphibious vehicle (4 person capacity). This vehicle will be used as an emergency response utility vehicle for accessibility during festivals, events, access to parks and greenways as well as be used during natural disasters to provide access to the flooded areas and to the City's water plant.	\$ 5,300.00	\$ 5,700.00	\$ 5,700.00
Total Capital Outlay				\$ 204,728.00	\$ 298,201.00	\$ 53,955.00
Total Debt Service				\$ -	\$ -	\$ -
Total Fire Department-~ Budget				\$ 6,625,682.66	\$ 7,011,424.08	\$ 6,246,341.36

CAPITAL OUTLAY																	Fiscal Year FY20-21		
Fund:		11-General Fund				Dept. Head-Joseph Dixon													
Dept #:		Fire Department - 5120																	
Division:		~ - 5120																	
		Current Asset Information								Replacement Asset Information									
						Maintenance Cost History													
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?			
1	5075	N/A	Addition	N/A	N/A	N/A				N	1	Paving @ Training Facility	These funds are requested to pave a portion of the training facility to provide a smooth surface to conduct the Candidate Physical Abilities Test as required by the NAFC and IAFF. Due to renovations at Station 1 and Cornerstone Commons, this test will need to be moved to the training facility in order to meet requirements. It will also more closely replicate fire operations, reduce damage to equipment and provide easier access entering and exiting the facility.	\$ 24,000.00	\$ -	N			
2	5136	N/A	Addition	N/A	N/A	N/A				N	2	All Terrain Amphibious Vehicle	These funds are requested to purchase an all terrain amphibious vehicle. This vehicle will be used as an emergency response utility vehicle for accessibility during festivals, events, access to parks and greenways as well as be used during natual disasters to provide access to the flooded areas and to the City's water plant.	\$ 35,000.00	\$ -	N			
3	5401	B1124	2005 Ford Expedition	\$ 18,540.00	95,328	\$ 1,500.00	\$ 414.00	\$ 46.00	\$ 3,333.10	N	1	Administration Vehicle for Fire Inspector/Arson Investigator	These funds are requested to replace the 2005 Ford Expedition which is currently out of service due to pending transmission repairs at an estimated cost of \$3,300. The department would like to purchasae a 2020 4WD Chevy Colorado for the Fire Inspector/Arson Investigator. This price includes GFD striping, emergency lightning, mobile radio and slide out tray and cover for truck bed.	\$ 45,000.00	\$ -	N			
4	5521	N/A	Fire Hoses	NOT STATED	N/A	N/A				N	1	Fire Hose Replacements	These funds are requested to replace fire hoses of various diameters that are aging and beyond repair. Requested funds also include nozzles, foam inductors, and other hose appliances in need of repairs. Increased budget amount is due to the request for additional nozzles to be used at the training facility to help with wear and tear on front line operations as well as replacement of additional fire hose due to not passing hose testing.	\$ 13,155.00	\$ 13,155.00	N			
5	5527	N/A	Addition	N/A	N/A	N/A				N	1	Turnout Gear Dryer	These funds are requested to puchase a new turnout gear dryer for department. Amount requested includes installation and delievery charges.	\$ 11,000.00	\$ -	N			
6	5527	N/A	Addition	N/A	N/A	N/A				N	2	Deployable Shelter for Water Rescue Team	These funds are requested to purchase a deployable shelter for the Water Rescue Team with environmental cntol device and generator.	\$ 34,251.00	\$ -	N			
7	5527	N/A	Addition	N/A	N/A	N/A				N	2	Inflatable Fire House for Community Outreach & Education	These funds are requested to purchase a inflatable fire house for the fire education division to be used in community outreach events and education.	\$ 7,495.00	\$ -	N			
8	5527	N/A	Portable Radios	NOT STATED	N/A	N/A				N	1	(11) Portable Radios	These funds are requested to purchase dual band portable radios to allow for inneroperability in natural disasters and inter-agency operations. These radios will be issued on front line appartaus and to command staff. (11 @ \$7,955) Radio pricing includes software, programming, charges, spare battery, remote mics and warranty.	\$ 87,500.00	\$ -	N			
9	5735	N/A	Airpacks	NOT STATED	N/A	N/A				N	1	Airpacks and Equipment	These funds are requested to purchase new SCBA units and additional cylinders for the department. This budget year the department is requesting the following: 4 - Carbon Cylinders 4500 psi @ \$900 each / 5 - Voice Amps @ \$500 each / 10 - SCBA Face Pieces - HT AV3000 @ \$300 each / 4 - SCBA Units 4500-psi @ \$6,500 Note: This will continue the replacement plan of reserve trucks to ensure continuity with ready reserves.	\$ 35,100.00	\$ 35,100.00	N			
10	5736	N/A	Thermal Imaging Camera	NOT STATED	N/A	N/A				N	1	Thermal Imgining Camera for Eng. 5	These funds are requested to purchase a new thermal imaging camera for Engine 5.	\$ 5,700.00	\$ 5,700.00	N			
Total Capital Outlay Request				\$ 18,540.00		\$ 1,500.00	\$ 414.00	\$ 46.00	\$ 3,333.10					\$ 298,201.00	\$ 53,955.00				

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Joseph Dixon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Training Facility Upgrades: Includes Land Clearing/Tree Removal to allow for expansion of training facility and removal of overgrowth and potential fall hazards of dead trees. Also included is money allocated for trench prop building materials, new gravel in needed areas, painting of buildings to be completed by staff and upgrade to the flat roof prop.	\$ 13,000.00	\$ 20,000.00	\$ 20,000.00
2	Mobile Classroom Rental	\$ 4,200.00	\$ 4,200.00	\$ -
3	Assessment Centers, Fire Training Media Resources	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
4	Candidate Physical Agility Test Materials (Hiring Process)	\$ 150.00	\$ -	\$ -
5	Training Equipment (Fuel, Lumber, Prop Materials, OSB, Wheat Straw, Etc.)	\$ 8,500.00	\$ 5,000.00	\$ 5,000.00
6	Goldsboro Explorer Program Competition: 3 Employees/Program Leaders to attend the Winterfest Explorer Competition	\$ -	\$ 2,000.00	\$ -
7	Outside Training Schools/Conferences: Fire Department Training Network School (4 employees @ \$1,900 each) / NC South Atlantic Fire Rescue Conference and Expo (6 employees @ \$150.00 each) / National Honor Guard Training (3 Honor Guard Members @ \$1,200 each) / NC Catawba Flood Exercise (6 Water Rescue Team Members @ \$200 each) / Fire Department Instructor Conference (2 employees @ \$1,500 each) / NC Association of Fire Chief Conference (2 employees @ \$1,000 each) / NC Fire Prevention School (2 inspectors @ \$950) / National Fire Academy (6 employees @ \$300 each)	\$ 8,950.00	\$ 22,000.00	\$ 22,000.00
8	Level I, II or III Inspections Training Certification Reimbursement (6 employees * \$145)	\$ 870.00	\$ 870.00	\$ -
9	Cut to FY20 Adopted per CM/ACM			\$ (8,000.00)
10	Cut addtl 30% from FY20 \$42000			\$ (12,600.00)
	Total - 2323 Other Training	\$ 38,170.00	\$ 57,070.00	\$ 29,400.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Joseph Dixon		
Dept #: Fire Department - 5120					
Division: ~ - 5120					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		International Association of Fire Chief's Conference - Fire Chief (Includes travel expenses, meals, lodging and airfare)	\$ 1,200.00	\$ 2,100.00	\$ 2,100.00
2		International Association of Emergency Manager's Conference - Fire Chief (Includes travel expenses, meals, lodging and airfare)	\$ 2,000.00	\$ 2,100.00	\$ 2,100.00
3		South Atlantic Fire & Rescue Expo - 4 Command Staff Personnel (4 personnel @ \$150 each)	\$ -	\$ 600.00	\$ 600.00
4		Various Community Meetings, Luncheons & Events (Fire Chief & Command Staff Personnel)	\$ 590.00	\$ 600.00	\$ 600.00
5		Cut to FY20 Adopted per CM/ACM			\$ (1,400.00)
6		Cut 30% FY20 Adopted \$4000			\$ (1,200.00)
7					
		Total - 3121 Travel	\$ 3,790.00	\$ 5,400.00	\$ 2,800.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Fire Department - 5120
Division: ~ - 5120
Account: 4911 Subscriptions

Dept. Head-Joseph Dixon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	NFPA Subscription Service (Online) - Fire Inspectors	\$ 1,495.00	\$ 1,575.00	\$ 1,575.00
2	Active911 - Emergency Response Subscription	\$ 750.00	\$ 875.00	\$ 875.00
3	Weather Radar App - Fire Chief Ipad	\$ 10.00	\$ 10.00	\$ 10.00
4	CAD Interface Subscription (IT Dept.)	\$ 225.00	\$ -	\$ -
5	ESO Solutions (IT Dept.)	\$ 6,145.00	\$ -	\$ -
6	Amazon Prime Membership	\$ -	\$ 119.00	\$ 119.00
7	NFORS/FireCARES Subscription - Startup Fee \$5,000/Annual Fee \$8,000	\$ -	\$ 13,000.00	\$ 13,000.00
8				
9				
10				
	Total - 4911 Subscriptions	\$ 8,625.00	\$ 15,579.00	\$ 15,579.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Joseph Dixon		
Dept #: Fire Department - 5120					
Division: ~ - 5120					
Account: 4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		International Association of Fire Chiefs	\$ 300.00	\$ 300.00	\$ 300.00
2		International Association of Emergency Managers	\$ 190.00	\$ 190.00	\$ 190.00
3		Fire Department Training Network Membership Renewal Fee	\$ 300.00	\$ 300.00	\$ 300.00
4		Explorer Post Renewal Fee	\$ 350.00	\$ 350.00	\$ 350.00
5		NC Association of EMS & Rescue Membership Dues	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
6		Fire Inspection Certification Renewals (30 @ \$20.00)	\$ 600.00	\$ 600.00	\$ 600.00
7		NC Fire Chief Association Dues (8 @ \$30.00)	\$ 240.00	\$ 240.00	\$ 240.00
8		NC Fire Marshal Dues (1 @ \$15.00)	\$ 15.00	\$ 15.00	\$ 15.00
9		NC State Firefighters Association Dues (85 @ \$25.00)	\$ 2,125.00	\$ 2,125.00	\$ 2,125.00
10		Wayne County Firefighter's Association (82 @ \$5.00)	\$ 410.00	\$ 410.00	\$ 410.00
11		NC Fire & Rescue Administrative Professionals Dues (2 @ \$50.00)	\$ 100.00	\$ 100.00	\$ 100.00
12		Recertification Fee - Car Seat Safety Technicians (10 @ \$55.00)	\$ 440.00	\$ 550.00	\$ 550.00
13		NC Industrial Commission (Finance)	\$ 400.00	\$ -	\$ -
14					
		Total - 4912 Fees & Dues	\$ 6,870.00	\$ 6,580.00	\$ 6,580.00



Goldsboro FIRE Department

204 S. Center Street • Goldsboro, North Carolina 27530
(919) 580-4262

CHUCK ALLEN, MAYOR • JOSEPH W. DIXON SR., FIRE CHIEF • TIMOTHY SALMON, CITY MANAGER.

Internal Memorandum

SUBJECT: FIRE FY20-21 BUDGET

TO: Catherine Gwynn, *Finance Director*
FROM: Joseph W. Dixon, *Fire Chief*
DATE: 5/1/2020

Based on yesterday's discussion, I have included the line items in question from the current budget followed by adjustments to the proposed budget. I would also respectfully request that all future capital submissions be included in the same document.

FY19-20

I am under the assumption that the following items are to be addressed by way of amendment:

1860	Worker's Compensation	153,444.17	A large portion of this amount was associated with a payout to a Fire employee
1932	Medical Exams	25,000.00	The physicals have been cancelled and will not take place until next fiscal year. Funds should be rolled to FY20-21.
2391	First Aid	6,000.00	Approximately 4,800.00 should be moved to the appropriate budget centers
3510	Repairs (Insurance Claims)	23,638.00	The insurance provider paid the vendor directly. Why is it being shown here?
4521	Auto Liability	96,867.00	The auto policy is 31,425. Please share exactly what we are being charged for.
5527	Misc. Equipment	6,000.00	Taken for radios which were funded by the Duke energy grant



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FY20-21

The following table was included in the capital budget memo included as part of the original GFD packet.

Fire Apparatus	Estimated Costs
Quint 2 replacement	\$850,000.00
Engine 6 replacement	\$550,000.00
Misc. equipment for above	\$200,000.00
Public Safety Facility	
Station 3 replacement	\$2,500,000.00
Total	\$4,100,000.00

Proposed reductions:

		Requested	Reduction	
2323	Other Training	57,070.00	7,070.00	Fewer training opportunities
2993	Operational Supplies	133,500.00	25,000.00	Furniture budget reduced
3511	Building Maintenance	117,900.00	50,000.00	Hold off on station 3 door repairs
5527	Misc. Equipment	140,246.00	20,000.00	Reduction in # of radios for H2O resQ team and nix inflatable house for community events
			- 102,070.00	

Thank you

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: POLICE 6121

DEPARTMENT OVERVIEW:

The mission of the Goldsboro Police Department is to enhance the quality of life in the City of Goldsboro by working cooperatively with the public and within the framework of the US Constitution to enforce the laws, preserve the peace, reduce fear and provide for a safe environment. In 2019/2020, the Police Department was authorized 121 full time positions (109) sworn officers and (12) 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).
- 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 toward CALEA Accreditation.
- 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).
- Expand Crime Analyst Position and data driven capabilities to better utilize all data to identify crime trends and to help develop our response to those trends.
- Invest in advance technology and training to expand our ability to investigate crimes and increase the departments' 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.
- Salary adjustment(s) to address compression and help retain long-term employees.

CAPITAL ISSUES:

- Replace (16) Vehicles, including emergency equipment for (15) vehicles, to replace a portion of the fleet having reached the end of their service life or are out of service permanently.
 - (10) Patrol Vehicles, (05) Administrative Vehicles: (02) vehicles assigned to Investigations, (02) vehicles assigned to SEU and (01) vehicle to be utilized by Purchasing, CALEA, GPAC, DCI), and
 - (01) Vehicle to be utilized by the VICE Unit.
- Continued maintenance and modernization of Police Department to include repaving of John Street Parking Lot(s), waterproofing exterior, and refinish floors.
- Purchase/replace office furniture.
- Maintain ShotSpotter Flex: Subscription based service designed to detect, locate and alert on gunfire.
- Reestablish Polygraph Examiner capabilities –Training and Equipment and Annual Certifications.
- Purchase a Dual-Purpose K9 to replace retiring K9 “Elvis”.
- Replace (4) Run Flat Tires, O-Ring w/labor for the MAXXpro MRAP
- Lease (05) additional Tsunami Cameras
- Purchase latent evidence processing equipment to increase clearance rate
- Purchase (02) drones to assist in searches and crime scene mapping
- Replace 7 yr old residential refrigerator with commercial grade refrigerator to preserve evidence integrity

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Mike West			
Dept #:		6121 Police Department		~ = Division by Zero					
Division:		6121 ~		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 4,951,397.74	\$ 5,318,885.34	\$ 5,318,885.34	\$ 5,261,051.14	\$ 5,707,434.22	7.31%	\$ 5,373,442.99	1.03%
1220	Salaries & Wages Overtime	\$ 56,259.27	\$ 46,712.60	\$ 46,712.60	\$ 38,000.00	\$ 50,000.00	7.04%	\$ 50,000.00	7.04%
1224	Cell Phone Stipend	\$ 36,309.50	\$ 40,077.00	\$ 40,077.00	\$ 38,214.00	\$ 41,760.00	4.20%	\$ 41,760.00	4.20%
1260	Salaries & Wages Part-Time	\$ 49,233.40	\$ 14,845.11	\$ 14,845.11	\$ 56,540.00	\$ 14,921.00	0.51%	\$ 14,921.00	0.51%
1271	Separation Pay	\$ 231,536.05	\$ 226,774.00	\$ 226,774.00	\$ 220,905.82	\$ 258,237.23	13.87%	\$ 258,237.23	13.87%
1272	Holiday Pay	\$ 112,537.44	\$ 106,580.25	\$ 106,580.25	\$ 125,000.00	\$ 130,000.00	21.97%	\$ 130,000.00	21.97%
1274	Call Duty Pay	\$ 26,500.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	0.00%	\$ 26,000.00	0.00%
1275	Salaries & Wages Bonus	\$ 45,396.54	\$ -	\$ -	\$ 42,747.14	\$ 49,973.00	~	\$ -	*
1277	Clothing Allowance	\$ 16,100.00	\$ -	\$ -	\$ 15,750.00	\$ 19,200.00	~	\$ 19,200.00	~
1278	Wellness Earnings	\$ 23,518.52	\$ -	\$ -	\$ 26,842.04	\$ 36,300.00	~	\$ -	*
1280	Vacation Pay Out	\$ 18,682.30	\$ -	\$ -	\$ 36,624.00	\$ 33,513.00	~	\$ 33,513.00	~
1810	Social Security	\$ 422,181.66	\$ 470,419.85	\$ 470,419.85	\$ 450,408.00	\$ 487,101.39	3.55%	\$ 454,951.18	-3.29%
1820	LEOB-Retirement	\$ 424,466.16	\$ 532,808.71	\$ 532,808.71	\$ 568,184.00	\$ 641,799.57	20.46%	\$ 592,205.36	11.15%
1821	NCLGERS-Retirement	\$ 34,031.45	\$ 34,776.18	\$ 34,776.18	\$ 40,350.00	\$ 48,645.81	39.88%	\$ 49,408.76	42.08%
1822	401-K Retirement	\$ 262,576.15	\$ 290,065.78	\$ 290,065.78	\$ 276,537.00	\$ 313,574.23	8.10%	\$ 292,514.46	0.84%
1830	Hospital Insurance	\$ 629,845.15	\$ 718,680.00	\$ 718,680.00	\$ 607,415.00	\$ 791,340.00	10.11%	\$ 706,320.00	-1.72%
1835	Group Term Life Insurance Coverage	\$ 4,362.40	\$ -	\$ -	\$ 4,239.00	\$ 4,617.36	~	\$ 4,617.36	~
1850	Unemployment Compensation	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 2,160.00	\$ 2,522.00	-27.94%	\$ 2,522.00	-27.94%
1860	Worker's Compensation	\$ 317,616.13	\$ 25,186.00	\$ 25,186.00	\$ 75,000.00	\$ 25,939.00	2.99%	\$ 25,939.00	2.99%
	Total Salaries & Benefits	\$ 7,666,049.86	\$ 7,855,310.82	\$ 7,855,310.82	\$ 7,911,967.14	\$ 8,682,877.81	10.54%	\$ 8,075,552.33	2.80%
1932	Medical Exams	\$ 6,923.00	\$ 16,218.00	\$ 16,218.00	\$ 12,000.00	\$ 18,718.00	15.41%	\$ 12,000.00	-26.01%
1991	Consultant Fees	\$ 7,330.15	\$ -	\$ -	\$ 17,640.00	\$ 15,000.00	~	\$ 15,000.00	~
2111	Cleaning Supplies	\$ 108.60	\$ 3,032.00	\$ 3,032.00	\$ 1,300.00	\$ 3,662.00	20.78%	\$ 3,032.00	0.00%
2121	Uniforms	\$ 56,961.79	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 217,756.00	211.08%	\$ 141,000.00	101.43%
2122	Clothing Allowance	\$ -	\$ 16,800.00	\$ 16,800.00	\$ -	\$ -	*	\$ -	*
2123	Protective Clothing	\$ 38,014.22	\$ 35,948.00	\$ 35,948.00	\$ 50,900.00	\$ 49,861.00	38.70%	\$ 35,948.00	0.00%
2125	Shoes-Uniform	\$ 8,126.45	\$ 14,400.00	\$ 14,400.00	\$ 14,000.00	\$ 14,400.00	0.00%	\$ 14,400.00	0.00%
2203	Employee Appreciation	\$ 1,866.00	\$ 1,952.00	\$ 1,952.00	\$ 1,759.00	\$ 1,936.00	-0.82%	\$ 1,808.00	-7.38%
2321	Police Library	\$ 1,026.80	\$ 5,824.00	\$ 5,824.00	\$ 1,100.00	\$ 5,924.00	1.72%	\$ 2,000.00	-65.66%
2323	Other Training	\$ 32,639.85	\$ 33,552.00	\$ 33,552.00	\$ 39,321.00	\$ 106,671.00	217.93%	\$ 23,486.00	-30.00%
2501	Vehicle Operation/Maintenance	\$ 187,624.21	\$ 150,000.00	\$ 150,000.00	\$ 190,000.00	\$ 200,000.00	33.33%	\$ 112,500.00	-25.00%
2502	Vehicle Fuel	\$ 176,491.60	\$ 160,000.00	\$ 160,000.00	\$ 180,000.00	\$ 190,000.00	18.75%	\$ 120,000.00	-25.00%
2601	Office Supplies	\$ 11,026.89	\$ 13,297.00	\$ 13,297.00	\$ 13,000.00	\$ 17,600.00	32.36%	\$ 9,675.00	-27.24%
2916	Explorer Post 209	\$ 3,199.83	\$ 4,380.00	\$ 4,380.00	\$ 4,300.00	\$ 4,900.00	11.87%	\$ 4,900.00	11.87%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		6121	Police Department						
Division:		6121	~						
			Dept. Head Mike West						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
2918	Emergency Response Team	\$ 13,752.12	\$ 20,008.00	\$ 31,308.08	\$ 31,000.00	\$ 43,600.00	117.91%	\$ 20,008.00	0.00%
2984	Vending Machine Supplies	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,500.00	~	\$ 1,500.00	~
2986	Tasers	\$ 7,675.00	\$ 8,913.00	\$ 8,913.00	\$ 8,900.00	\$ 15,300.00	71.66%	\$ 15,300.00	71.66%
2987	Vehicle Equipment	\$ 97,115.93	\$ 149,813.00	\$ 168,453.08	\$ 168,000.00	\$ 226,434.00	51.14%	\$ 88,203.00	-41.12%
2993	Operational Supplies	\$ 118,808.78	\$ 160,881.00	\$ 160,881.00	\$ 150,000.00	\$ 189,000.00	17.48%	\$ 120,661.00	-25.00%
2997	Water Meters & Boxes	\$ 190.00			\$ -	\$ -	*	\$ -	*
3121	Travel	\$ 28,649.36	\$ 32,232.00	\$ 32,232.00	\$ 37,392.00	\$ 63,778.00	97.87%	\$ 22,563.00	-30.00%
3130	Events Costs	\$ 14,402.48	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 25,300.00	68.67%	\$ 10,000.00	-33.33%
3210	Telephone	\$ 1,576.43	\$ 1,080.00	\$ 1,080.00	\$ 1,800.00	\$ 1,800.00	66.67%	\$ 1,800.00	66.67%
3250	Postage	\$ 1,184.11	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,200.00	-20.00%	\$ 1,200.00	-20.00%
3310	Electricity	\$ 49,646.12	\$ 50,000.00	\$ 50,000.00	\$ 57,600.00	\$ 75,000.00	50.00%	\$ 37,500.00	-25.00%
3330	Natural Gas	\$ 10,214.69	\$ 10,000.00	\$ 10,000.00	\$ 9,500.00	\$ 15,000.00	50.00%	\$ 7,500.00	-25.00%
3410	Printing	\$ 1,223.50	\$ 2,624.00	\$ 2,624.00	\$ 2,500.00	\$ 3,000.00	14.33%	\$ 2,344.00	-10.67%
3421	Copy Machine Cost	\$ 5,925.98	\$ 4,940.00	\$ 4,940.00	\$ 18,000.00	\$ 20,500.00	314.98%	\$ 20,500.00	314.98%
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 11,405.00	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 13,847.02	\$ 15,000.00	\$ 15,000.00	\$ 55,000.00	\$ 40,000.00	166.67%	\$ 36,250.00	141.67%
3521	Office Machine Maintenance	\$ 39,120.08	\$ 42,033.00	\$ 42,033.00	\$ 65,000.00	\$ 106,900.00	154.32%	\$ 100,000.00	137.91%
3522	Machine/Equipment Maintenance	\$ 438.40	\$ 750.00	\$ 750.00	\$ 600.00	\$ 750.00	0.00%	\$ 750.00	0.00%
3525	Police Car Camera Maintenance	\$ 539.99	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	100.00%	\$ 3,000.00	0.00%
3591	Radio Maintenance	\$ 7,871.15	\$ 13,628.00	\$ 13,628.00	\$ 8,400.00	\$ 13,600.00	-0.21%	\$ 13,600.00	-0.21%
3592	Maintenance Materials	\$ 104.97			\$ -	\$ -	*	\$ -	*
3705	Police ShotSpotter Fees	\$ 195,000.00	\$ 195,000.00	\$ 195,000.00	\$ 195,000.00	\$ 204,750.00	5.00%	\$ 204,750.00	5.00%
3914	Contract Services	\$ 45,365.18			\$ -	\$ 8,640.00	~	\$ -	*
3950	Education Reimbursement	\$ 1,007.43	\$ 4,400.00	\$ 4,400.00	\$ -	\$ 10,000.00	127.27%	\$ 5,000.00	13.64%
3952	BLET/Non-Certified Employee Prog	\$ 19,974.84	\$ 20,000.00	\$ 20,000.00	\$ 13,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3953	Gangs Resist Education	\$ 7,201.88	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3984	Drug Forfeiture-State	\$ 5,476.30			\$ -	\$ -	*	\$ -	*
3987	Drug Forfeiture-Federal	\$ 2,975.00			\$ -	\$ -	*	\$ -	*
3995	Current Operations	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 40,000.00	60.00%	\$ 25,000.00	0.00%
4391	Equipment Rent	\$ 19,669.88	\$ 15,664.00	\$ 15,664.00	\$ 15,000.00	\$ 19,716.00	25.87%	\$ 15,664.00	0.00%
4402	Heating & Air Conditioner Contract	\$ 13,932.00	\$ 14,312.00	\$ 14,312.00	\$ 10,000.00	\$ 14,200.00	-0.78%	\$ 14,200.00	-0.78%
4511	Multi-Peril Insurance	\$ 51,970.00	\$ 54,569.00	\$ 54,569.00	\$ 57,138.00	\$ 61,852.00	13.35%	\$ 61,852.00	13.35%
4521	Auto Liability	\$ 18,058.00	\$ 18,961.00	\$ 18,961.00	\$ 17,484.00	\$ 18,358.00	-3.18%	\$ 18,358.00	-3.18%
4541	Employee Personal Liability	\$ 547.00	\$ 547.00	\$ 547.00	\$ 547.00	\$ 547.00	0.00%	\$ 547.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Mike West			
Dept #:	6121	Police Department		~ = Division by Zero					
Division:	6121	~		* = Change < \$500					
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4543	Insurance Deductible Claims	\$ 11,860.28			\$ -	\$ -	*	\$ -	*
4911	Subscriptions	\$ -	\$ 219.00	\$ 219.00	\$ 220.00	\$ 220.00	*	\$ 220.00	*
4912	Fees & Dues	\$ 54,251.15	\$ 18,094.00	\$ 18,094.00	\$ 16,704.00	\$ 16,539.00	-8.59%	\$ 16,539.00	-8.59%
4990	Equipment Expense	\$ 20,616.25	\$ 217,825.00	\$ 217,825.00	\$ 116,000.00	\$ 48,900.00	-77.55%	\$ 27,900.00	-87.19%
9561	Office Supplies	\$ 452.52	\$ 460.00	\$ 460.00	\$ 460.00	\$ 500.00	*	\$ 500.00	*
9994	N.C. Governor's Crime Grant	\$ -			\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 1,436,983.21	\$ 1,645,856.00	\$ 1,675,796.16	\$ 1,710,970.00	\$ 2,163,312.00	31.44%	\$ 1,412,958.00	-14.15%
5157	Software Expense	\$ 38,376.37	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	*	\$ -	*
5179	Police Canine	\$ -	\$ -	\$ -	\$ -	\$ 11,315.00	~	\$ -	*
5401	Administrative Car	\$ 169,728.90	\$ 45,110.00	\$ 45,110.00	\$ 46,114.00	\$ 153,816.00	240.98%	\$ 43,130.00	-4.39%
5404	Line Cars	\$ 97,512.16	\$ 180,440.00	\$ 180,440.00	\$ 194,903.00	\$ 337,910.00	87.27%	\$ -	*
5462	Sports Utility Vehicle		\$ 27,870.00	\$ 27,870.00	\$ 27,870.00	\$ -	*	\$ -	*
5515	Polygraph Machine	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	~	\$ -	*
5527	Miscellaneous Equipment		\$ 7,279.00	\$ 7,279.00	\$ 6,820.00	\$ 137,700.00	1791.74%	\$ 6,500.00	-10.70%
5544	Refrigerator	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	~	\$ 10,000.00	~
5899	Police/Fire Expansion Construction	\$ -	\$ -	\$ 48,565.48	\$ 49,600.00	\$ -	*	\$ -	*
5904	Furniture	\$ -	\$ -	\$ -	\$ -	\$ 56,000.00	~	\$ -	*
	Total Capital Outlay	\$ 305,617.43	\$ 265,699.00	\$ 314,264.48	\$ 330,307.00	\$ 712,741.00	168.25%	\$ 59,630.00	-77.56%
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Police Department~ Budget	\$ 9,408,650.50	\$ 9,766,865.82	\$ 9,845,371.46	\$ 9,953,244.14	\$ 11,558,930.81	18.35%	\$ 9,548,140.33	-2.24%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Mike West	Green Cell - Department Input
Dept #:	Police Department - 6121		
Division:	~ - 6121		

				Estimated Year	Department	Manager
	Object of Expenditure	Sched?	Detailed Justification	End Jun 30	Request	Recommend.
1210	Salaries & Wages Regular		Salary for 121 Positions (109 sworn, 12 non-sworn)	\$ 5,261,051.14	\$ 5,707,434.22	\$ 5,373,442.99
1220	Salaries & Wages Overtime		Overtime for call back pay for officers; Federal Marshalls OT does reimburse a portion of the OT ~\$11K	\$ 38,000.00	\$ 50,000.00	\$ 50,000.00
1224	Cell Phone Stipend		38 employees X \$720 annual = \$27,360 (CEL) 30 employees X \$480 annual = \$14,400 (CLS)	\$ 38,214.00	\$ 41,760.00	\$ 41,760.00
1260	Salaries & Wages Part-Time		Custodian (50 hours per week) - \$14,921.00 Major (4 weeks budgeted for FY 20-21 - \$3,636.00	\$ 56,540.00	\$ 14,921.00	\$ 14,921.00
1271	Separation Pay		Separation pay for 18 current & 4 new	\$ 220,905.82	\$ 258,237.23	\$ 258,237.23
1272	Holiday Pay		(13) Holidays x \$10,000 per Holiday	\$ 125,000.00	\$ 130,000.00	\$ 130,000.00
1274	Call Duty Pay		Investigations (\$250.00 BW x 4 = \$1,000 BW x 26 PR)	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
1275	Salaries & Wages Bonus		121 employees x \$413.00	\$ 42,747.14	\$ 49,973.00	\$ -
1277	Clothing Allowance		24 officers @ \$800.00 annually (increase from \$700 to \$800)	\$ 15,750.00	\$ 19,200.00	\$ 19,200.00
1278	Wellness Earnings		121 employees x \$300 annually	\$ 26,842.04	\$ 36,300.00	\$ -
1280	Vacation Pay Out		Estimated VPO for possible retirements	\$ 36,624.00	\$ 33,513.00	\$ 33,513.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 450,408.00	\$ 487,101.39	\$ 454,951.18
1820	LEOB-Retirement		Sum of accounts 1210 - 1290 X 10.84% (Leo)	\$ 568,184.00	\$ 641,799.57	\$ 592,205.36
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo)	\$ 40,350.00	\$ 48,645.81	\$ 49,408.76
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 276,537.00	\$ 313,574.23	\$ 292,514.46
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 607,415.00	\$ 791,340.00	\$ 706,320.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 4,239.00	\$ 4,617.36	\$ 4,617.36
1850	Unemployment Compensation		Provided by Finance	\$ 2,160.00	\$ 2,522.00	\$ 2,522.00
1860	Worker's Compensation		Provided by Finance	\$ 75,000.00	\$ 25,939.00	\$ 25,939.00
	Total Salaries & Benefits			\$ 7,911,967.14	\$ 8,682,877.81	\$ 8,075,552.33
1932	Medical Exams		Medical tests, physicals, for new hires, Hepatitis B	\$ 12,000.00	\$ 18,718.00	\$ 12,000.00
1991	Consultant Fees	Y	Major Assessment for Retirement of Major Position	\$ 17,640.00	\$ 15,000.00	\$ 15,000.00
2111	Cleaning Supplies		Trash bags, mops, brooms, disinfectants, etc.	\$ 1,300.00	\$ 3,662.00	\$ 3,032.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Mike West	Green Cell - Department Input
Dept #:	Police Department - 6121		
Division:	~ - 6121		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2121	Uniforms		Uniforms for Patrol, Community Police Services, Bicycle Patrol, Honor Guard, K-9, Equip. Maint. Coordinator, Senior Maintenance Worker, and PT Custodian. Included is a new ANSI 207 Public Safety Requirement to purchase new rain coats and traffic vests for all personnel at a cost of \$37,665. Some increase in other uniform cost as well. (All uniform items have been moved to 2121, previously some were in 2993).	\$ 70,000.00	\$ 217,756.00	\$ 141,000.00
2122	Clothing Allowance		Changed to 1277	\$ -	\$ -	\$ -
2123	Protective Clothing		Body armor for (18) new hires, replacements for (25) officers, bite gloves for Animal Control (BVP program - need to move to BVP P3103)	\$ 50,900.00	\$ 49,861.00	\$ 35,948.00
2125	Shoes-Uniform		Shoes for sworn personnel, plainclothes, Honor Guard, ERT Unit, SEU Unit, Bicycle Patrol Unit, Police Equip. Maint. Worker, Senior Maint. Worker, and Animal Control Officer.	\$ 14,000.00	\$ 14,400.00	\$ 14,400.00
2203	Employee Appreciation		121 employees x \$16.00	\$ 1,759.00	\$ 1,936.00	\$ 1,808.00
2321	Police Library		Purchase of Annual Mandatory In-Service Training CD's, General Statute Updates, BLET Revisions/Updates	\$ 1,100.00	\$ 5,924.00	\$ 2,000.00
2323	Other Training	Y	See Schedule - Needs to be prioritized - Karl Rabun - cfg 4/29/2020 1:20 PM	\$ 39,321.00	\$ 106,671.00	\$ 23,486.00
2501	Vehicle Operation/Maintenance		Operation and maintenance of fleet of 107 vehicles.	\$ 190,000.00	\$ 200,000.00	\$ 112,500.00
2502	Vehicle Fuel		Fuel for vehicle fleet.	\$ 180,000.00	\$ 190,000.00	\$ 120,000.00
2601	Office Supplies		Office/computer supplies, misc. office supplies. bankers boxes.	\$ 13,000.00	\$ 17,600.00	\$ 9,675.00
2916	Explorer Post 209		Vehicle rentals for out of area events, recruitment events and supplies, uniforms and misc. supplies. New requests include a charging bank for portable radios for \$600 and a custom pop-up canopy tent for \$750.00.	\$ 4,300.00	\$ 4,900.00	\$ 4,900.00
2918	Emergency Response Team		Funding for training, equipment, and operational needs of the ERT to continue activation of the Emergency Response Team. (Chief wants to get this up to total of 12, have 8 now. Cfg 4/29/2020 1:25 PM)	\$ 31,000.00	\$ 43,600.00	\$ 20,008.00
2984	Vending Machine Supplies		Purchase supplies for vending machines. \$125 pm x 12	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Mike West	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Police Department - 6121		
Division:	~ - 6121		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2986	Tasers		Year (3) of 5 year contract - \$8,913, Taser Supplies - \$6,375	\$ 8,900.00	\$ 15,300.00	\$ 15,300.00
2987	Vehicle Equipment		Equipment for (2) 2021 Dodge Charger Admin - \$13,540 Equipment for (10) 2021 Tahoe Line Cars - \$178,130 Equipment for (2) 2020 Dodge Durango Admin - \$25,054 Equipment for (1) 2021 Dodge R/T Vice - \$9,710	\$ 168,000.00	\$ 226,434.00	\$ 88,203.00
2993	Operational Supplies		Supply costs for CSU, Animal Control, ammo, Equifax, K-9 supplies, bicycle patrol, recruiting, officer awards, retirement ceremonies, and other operational supplies. New requests - RFID tags for CSU - \$11,500 MDT/Printers for CPS - \$2,900	\$ 150,000.00	\$ 189,000.00	\$ 120,661.00
2997	Water Meters & Boxes		N/A	\$ -	\$ -	\$ -
3121	Travel	Y	See Schedule	\$ 37,392.00	\$ 63,778.00	\$ 22,563.00
3130	Events Costs		Special Events - \$6,350; National Night Out - \$3,000 Police Activities League - \$6,100; Recruiting - \$4,400 GPAC - \$5,450	\$ 15,000.00	\$ 25,300.00	\$ 10,000.00
3210	Telephone		Spectrum Monthly Service - \$150.00 x 12 = \$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
3250	Postage		\$100.00 per month x 12 months = \$1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
3310	Electricity		\$6,250.00 pm x 12 months = \$75,000.00 (Increase due to new building/new on-demand system)	\$ 57,600.00	\$ 75,000.00	\$ 37,500.00
3330	Natural Gas		\$1,250 pm x 12 months = \$15,000.00 (Increase due to new building/new on-demand system)	\$ 9,500.00	\$ 15,000.00	\$ 7,500.00
3410	Printing		Receipt books, fingerprint cards, misc. forms/brochures, business cards for Investigations	\$ 2,500.00	\$ 3,000.00	\$ 2,344.00
3421	Copy Machine Cost		Lease and maintenance on 3 current copiers (I.T.) - \$14,500 Includes request for new copier lease - \$2,500 Copy paper cost - \$3,500	\$ 18,000.00	\$ 20,500.00	\$ 20,500.00
3510	Repairs (Insurance Claims)		N/A	\$ 11,405.00	\$ -	\$ -
3511	Building Maintenance		Pest Control, Carpet Cleaning, Fire Alarm Monitoring, Ceiling tiles in locker rooms, LED bulbs, Misc. Repairs to Public Safety Complex	\$ 55,000.00	\$ 40,000.00	\$ 36,250.00
3521	Office Machine Maintenance		Annual service maintenace for systems and equipment for all PD divisions. (Some items moved from I.T. to PD). Need more detailed list from Chief. Cfg 4/29/2020 1:35 PM	\$ 65,000.00	\$ 106,900.00	\$ 100,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Mike West	Green Cell - Department Input
Dept #:	Police Department - 6121		
Division:	~ - 6121		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3522	Machine/Equipment Maintenance		Repairs of machines/equipment not covered by contracts.	\$ 600.00	\$ 750.00	\$ 750.00
3525	Police Car Camera Maintenance		Police in-car camera maintenance and repairs. All Digital Ally cameras are out of warranty. All GETAC cameras are in warranty.	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
3591	Radio Maintenance		Portable radio repairs, parts, radar certifications, and LIDAR certifications.	\$ 8,400.00	\$ 13,600.00	\$ 13,600.00
3592	Maintenance Materials		N/A	\$ -	\$ -	\$ -
3705	Police ShotSpotter Fees		Annual Contract - 5% increase	\$ 195,000.00	\$ 204,750.00	\$ 204,750.00
3914	Contract Services	Y	REACT Team Call-Back Pay - County Portion	\$ -	\$ 8,640.00	\$ -
3950	Education Reimbursement		Reimbursement for (4) officers x \$2,500 each	\$ -	\$ 10,000.00	\$ 5,000.00
3952	BLET/Non-Certified Employee Prog		Basic Law Enforcement Training for 4 x \$5,000 per trainee	\$ 13,000.00	\$ 20,000.00	\$ 20,000.00
3953	Gangs Resist Education		Shirts, awards, motivational teaching aids for curriculum and summer camps.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
3984	Drug Forfeiture-State					
3987	Drug Forfeiture-Federal					
3995	Current Operations		Operations of the VICE Unit for patrol and drug enforcement.	\$ 25,000.00	\$ 40,000.00	\$ 25,000.00
4391	Equipment Rent		MDT rent and DCI access paid to SBI	\$ 15,000.00	\$ 19,716.00	\$ 15,664.00
4402	Heating & Air Conditioner Contract		Service contract with Hilco, HVAC DDC contract with Siemens, HVAC contract with Southeastern Laboratories. (May change to Piedmont with new building).	\$ 10,000.00	\$ 14,200.00	\$ 14,200.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 57,138.00	\$ 61,852.00	\$ 61,852.00
4521	Auto Liability		Provided by Finance	\$ 17,484.00	\$ 18,358.00	\$ 18,358.00
4541	Employee Personal Liability		Provided by Finance	\$ 547.00	\$ 547.00	\$ 547.00
4543	Insurance Deductible Claims		N/A	\$ -	\$ -	\$ -
4911	Subscriptions	Y	See Schedule	\$ 220.00	\$ 220.00	\$ 220.00
4912	Fees & Dues	Y	See Schedule	\$ 16,704.00	\$ 16,539.00	\$ 16,539.00
4990	Equipment Expense		Portable Radios for VICE (2 x \$3,800) - \$7,600.00 Hard tonneau cover for Ford F150 for VICE - \$1,000.00 (10) Portable Radios - Replacement Program - \$33,500.00 Lookout Portable Alarm System - Investigations - \$3,400 Accoustical Wall Panels Interview Room Invest. - \$3,400	\$ 116,000.00	\$ 48,900.00	\$ 27,900.00
9561	Office Supplies		Inventory Office Supplies - calendars, envelopes, etc.	\$ 460.00	\$ 500.00	\$ 500.00
9994	N.C. Governor's Crime Grant			\$ -	\$ -	

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Police Department - 6121				
Division:		~ - 6121				
Dept. Head-Mike West						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
	Total Operating Expenditures			\$ 1,710,970.00	\$ 2,163,312.00	\$ 1,412,958.00
5157	Software Expense			\$ 5,000.00	\$ -	\$ -
5179	Police Canine		Dual-Purpose K-9 to replace retiring K-9. Eligible to pay out of Federal Drug Forfeiture per Chief West. Cfg 4/29/2020 1:39 PM	\$ -	\$ 11,315.00	\$ -
5401	Administrative Car		(2) 2021 Dodge Chargers, (2) 2020 Dodge Durangos, (1) 2020 Jeep Compass, (1) 2021 Dodge R/T	\$ 46,114.00	\$ 153,816.00	\$ 43,130.00
5404	Line Cars		(10) 2021 Chevrolet Tahoes - Replacements	\$ 194,903.00	\$ 337,910.00	\$ -
5462	Sports Utility Vehicle			\$ 27,870.00	\$ -	\$ -
5515	Polygraph Machine		Replace outdated equipment	\$ -	\$ 6,000.00	\$ -
5527	Miscellaneous Equipment		(2) Drones for UAV Program - \$38,400.00 (5) Tsunami Cameras - \$32,500.00 (4) MRAP Tires - \$25,900.00 Latent Expert Workstation - Crime Scene Unit - \$40,900.00	\$ 6,820.00	\$ 137,700.00	\$ 6,500.00
5544	Refrigerator		Victory Refrigerator/Freezer for Crime Scene Unit	\$ -	\$ 10,000.00	\$ 10,000.00
5899	Police/Fire Expansion Construction			\$ 49,600.00	\$ -	\$ -
5904	Furniture		Replace current office furniture; Will be funded from G1106 - Cap Project Fund Police/Fire Renovation	\$ -	\$ 56,000.00	\$ -
	Total Capital Outlay			\$ 330,307.00	\$ 712,741.00	\$ 59,630.00
	Total Debt Service			\$ -	\$ -	\$ -
	Total Police Department-~ Budget			\$ 9,953,244.14	\$ 11,558,930.81	\$ 9,548,140.33

AL OUTLAY Fiscal Year FY20-21
11-General Fund Dept. Head-Mike West
#: Police Department - 6121
on: ~ - 6121

Current Asset Information										Replacement Asset Information								
					Maintenance Cost History													
Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?			
5179	N/A	Dual Purpose K-9 "Elvis"	\$ 8,500.00		\$ 1.00				N	2	Dual Purpose K-9	Retirement	\$ 11,315.00	\$ -	N			
5401	A1054-11	2006 Ford Taurus	\$ 12,749.34	107,685	\$ 1,000.00	\$ 1,923.26	\$ 1,451.26	\$ 252.00	N	9	2021 Dodge Charger	End of Service Life	\$ 23,597.00	\$ 23,597.00	Y			
5401	A903-13	2001 Chevy Malibu	\$ 13,771.68	84,000	\$ 800.00	\$ 862.58	\$ 467.94	\$ 12.53	N	10	2021 Dodge Charger	End of Service Life	\$ 23,597.00	\$ -	Y			
5401	B1180	2007 Chevy Tahoe	\$ -	183,000	\$ 4,800.00	\$ 2,998.30	\$ 2,813.15	\$ 1,207.85	N	11	2020 Dodge Durango	End of Service Life	\$ 30,159.00	\$ -	Y			
5401	B1284	2005 Ford Explorer	\$ -	153,000	\$ 1,750.00	\$ 2,024.53	\$ 3,921.07	\$ 2,080.02	N	12	2020 Dodge Durango	End of Service Life	\$ 30,159.00	\$ -	Y			
5401	A898-10	2001 Chevy Malibu	\$ 13,771.68	65,000	\$ 800.00	\$ 177.10	\$ 202.87	\$ 139.70	N	13	2020 Jeep Compass	End of Service Life	\$ 19,533.00	\$ 19,533.00	Y			
5401	B1077	2007 Ford Expedition	\$ 23,110.42	123,331	\$ 4,500.00	\$ 1,503.80	\$ 2,403.68	\$ 1,680.61	N	14	2021 Dodge R/T	End of Service Life	\$ 26,771.00	\$ -	Y			
5404	A1160-34	2010 Dodge Charger	\$ 22,141.36	196,000	\$ 2,500.00	\$ 4,440.69	\$ 6,160.80	\$ 3,679.75	N	3	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1099-84	2008 Dodge Charger	\$ 21,313.79	151,000	\$ 1,200.00	\$ 4,309.64	\$ 7,892.66	\$ 5,892.97	N	4	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1101-83	2008 Dodge Charger	\$ 21,313.79	145,000	\$ 1,200.00	\$ 7,378.74	\$ 6,279.04	\$ 5,676.27	N	5	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1116-64	2009 Dodge Charger	\$ 21,641.33	141,000	\$ 1,500.00	\$ 3,669.53	\$ 6,299.74	\$ 5,791.55	N	6	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1100-82	2008 Dodge Charger	\$ 21,313.79	140,000	\$ 1,200.00	\$ 6,741.27	\$ 7,355.29	\$ 4,713.25	N	7	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1117-88	2009 Dodge Charger	\$ 21,641.33	120,000	\$ 1,500.00	\$ 2,811.47	\$ 5,004.55	\$ 3,543.21	N	8	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1260-73	2014 Chevy Caprice	\$ 27,455.10	120,000	\$ 4,000.00	\$ 7,485.57	\$ 4,592.01	\$ 1,415.81	N	14	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1210-54	2013 Chevy Caprice	\$ 27,180.93	125,000	\$ 3,500.00	\$ 7,984.59	\$ 4,343.66	\$ 2,429.88	N	16	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1220-59	2013 Chevy Caprice	\$ 27,180.93	139,000	\$ 3,500.00	\$ 6,217.72	\$ 5,129.97	\$ 3,571.77	N	17	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5404	A1208-55	2013 Chevy Caprice	\$ 27,180.93	125,000	\$ 3,500.00	\$ 2,736.82	\$ 4,389.71	\$ 2,583.89	N	18	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	Y			
5515	N/A	Polygraph Machine	\$ 5,885.00	16 yrs old	N/A				N	26	Polygraph Machine (training of \$11,710 would also be needed - included in 2323/3121)	Replace outdated equipment	\$ 6,000.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	19	Latent Expert Workstation, Digital Camera	Improve the ability to capture, process, and manage evidence images.	\$ 40,900.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	20	Drone	New Req. - UAV Program (Can't use a city drone for polic activities per Chief. Cfg 4/29/2020 1:52 PM)	\$ 19,200.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	21	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	22	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	23	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	24	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	25	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ 6,500.00	N			
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	27	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	N			
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	28	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	N			
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	29	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	N			
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	30	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	N			
5527	N/A	Addition	N/A	N/A	N/A				N	31	Drone	New Req. - UAV Program	\$ 19,200.00	\$ -	N			
5544	N/A	Residential Standard Kenmore	\$ 1,000.00	7 yrs old					N	18	Refrigerator/Freezer	Update to comply w/IAPE standards	\$ 10,000.00	\$ 10,000.00	N			
5904	N/A	Office Furniture replacement	UNKNOWN	N/A					N	1	Office Furniture	Current furniture is outdated and in some cases unserviceable	\$ 56,000.00	\$ -	N			

AL OUTLAY		Fiscal Year FY20-21													
		11-General Fund					Dept. Head-Mike West								
#:		Police Department - 6121													
on:		~ - 6121													
		Current Asset Information							Replacement Asset Information						
		Maintenance Cost History													
Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
Total Capital Outlay Request			\$ 317,151.40		\$ 37,251.00	\$ 63,265.61	\$ 68,707.40	\$ 44,671.06					\$ 712,741.00	\$ 59,630.00	

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Assessment for Retirement Major Position - Dev. Assoc.	\$ 17,640.00	\$ 15,000.00	\$ 15,000.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 1991 Consultant Fees	\$ 17,640.00	\$ 15,000.00	\$ 15,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	One Solution Conference - Support Services - 3 people	\$ -	\$ 1,497.00	\$ 1,497.00
2	NC Internal Affairs Conference - Registration for IA Sgt	\$ 225.00	\$ 225.00	\$ 225.00
3	CALEA Conference (2 emp) - Chief	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00
4	Power DMS Entrust Conferenc Registration (1 emp - CALEA)	\$ 790.00	\$ 900.00	\$ 900.00
5	NC Homicide Invest. Assn Conf. (3 emp x \$185.00)	\$ -	\$ 555.00	\$ 555.00
6	Children's Advocacy Conference (1 registration - Invest.)	\$ -	\$ 25.00	\$ 25.00
7	NC Juvenile Officers Assn. (1 registration - Invest)	\$ 130.00	\$ 130.00	\$ 130.00
8	Polygraph Examiners Training (1 Invest. - tuition, reg.)	\$ -	\$ 6,100.00	\$ 6,100.00
9	Police Management Development (1 Officer)	\$ -	\$ 500.00	\$ 500.00
10	AOMP (Tuition for 2 positions)	\$ -	\$ 12,206.00	\$ 12,206.00
11	Criminal Justice Instructor's Training (2 pp/10 days)	\$ 556.00	\$ 556.00	\$ 556.00
12	Emergency Response Training	\$ -	\$ 1,500.00	\$ 1,500.00
13	FBI Hostage Negotiator Training (1 pp - 5 nts)	\$ 1,530.00	\$ 1,530.00	\$ 1,530.00
14	Law Enforcement Management Institute (5 officers/27 days)	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00
15	Crime Analysis Advanced Technology	\$ -	\$ 500.00	\$ 500.00
16	Remington Amorer's School (3 pp - 2 days)	\$ -	\$ 1,713.00	\$ 1,713.00
17	Bushmaster Armorers Course (3 pp - 2 days)	\$ -	\$ 1,713.00	\$ 1,713.00
18	Police Law Institute (12 officers - 10 days)	\$ 2,000.00	\$ 4,536.00	\$ 4,536.00
19	FTO Instructor/Advanced Training (8 officers - 5 days)	\$ 640.00	\$ 640.00	\$ 640.00
20	Crowd Control/Cold Case/Drug Enforce/DOJ Workshops	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00
21	FBI Academy (1 officer)	\$ -	\$ 1,000.00	\$ 1,000.00
22	Specialized Firearms Instructor Training (3 pp - 10 days)	\$ 1,530.00	\$ 1,530.00	\$ 1,530.00
23	Glock Instructor Workshop (2 pp - 5 days)	\$ -	\$ 2,210.00	\$ 2,210.00
24	Promotional Assessments (1 assessment @ \$950 x 5)	\$ -	\$ 4,750.00	\$ 4,750.00
25	Glock Adv. Armorers Course (3 officers)	\$ -	\$ 2,027.00	\$ 2,027.00
26	Misc. Training - Administration/Training Office		\$ 4,000.00	\$ 4,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
27	NCNEOA (NARC Conference (4 people)	\$ 3,079.00	\$ 3,079.00	\$ 3,079.00
28	OCEDTF US Attorney's Conference (4 people)	\$ -	\$ 2,478.00	\$ 2,478.00
29	CJIN/DCI Mobile Data Terminal Certifications - New Officers	\$ 416.00	\$ 416.00	\$ 416.00
30	Advanced Roadside Impairment (4 pp x 2 days x 16)	\$ 128.00	\$ 128.00	\$ 128.00
31	Grade Crossing Collision Investigation (12 officers x 3 days)	\$ -	\$ 360.00	\$ 360.00
32	Preliminary Criminal Investigations (4 pp - 3 days)	\$ 320.00	\$ 320.00	\$ 320.00
33	Death & Crime Scene Management - 1st responders (2 pp)	\$ 32.00	\$ 32.00	\$ 32.00
34	DWI Detection Testing (14 Officers - 4 days)	\$ 930.00	\$ 896.00	\$ 896.00
35	First Line Supervision (15 officers x 5 days x \$16)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
36	Managing Encounters w/the mentally ill (5 officers x 3 days)	\$ -	\$ 240.00	\$ 240.00
37	Mandatory K-9 Officers Recertification (4 pp x 3 days)	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00
38	Basic K-9 School (1 person - 22 days)	\$ -	\$ 4,922.00	\$ 4,922.00
39	K-9 Conference (4 pp - 4 days)	\$ 2,600.00	\$ 3,900.00	\$ 3,900.00
40	Radar Operator Certification (8 pp - 5 days)	\$ 1,125.00	\$ 1,000.00	\$ 1,000.00
41	Drug Enforcement - Patrol Officers (8 officers x 3 days)	\$ 90.00	\$ 336.00	\$ 336.00
42	Interview & Interrogation School (5 officers x 5 days)	\$ 400.00	\$ 400.00	\$ 400.00
43	Mandated Radar Recertification (10 pp x 2 days)	\$ 770.00	\$ 770.00	\$ 770.00
44	Traffic Enforcement & Investigative Training	\$ 1,792.00	\$ 1,792.00	\$ 1,792.00
45	Death Investigation - Laboratory Analysis (2 pp x 5 days)	\$ 60.00	\$ 1,600.00	\$ 1,600.00
46	Advanced Interview & Interrogation (1 pp x 5 days)	\$ -	\$ 487.00	\$ 487.00
47	Community Oriented Policing	\$ -	\$ 2,330.00	\$ 2,330.00
48	NC Child Abuse Intervention Training (1 pp x 3 days)	\$ 823.00	\$ 823.00	\$ 823.00
49	School Resource Officer Training (1 pp x 5 days)	\$ 690.00	\$ 690.00	\$ 690.00
50	Annual Drug Recognition Expert Training	\$ 400.00	\$ 359.00	\$ 359.00
51	NCJA Crime Scene Inv. Seminar (4 officers x \$747) req CALEA	\$ -	\$ 4,884.00	\$ 4,884.00
52	IAI Certification Prep, Testing & Materials (4 officers) CALEA	\$ -	\$ 3,310.00	\$ 3,310.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Mike West		
Dept #: Police Department - 6121					
Division: ~ - 6121					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
53		Crime Prevention (2 pp x 5 days)	\$ 205.00	\$ 205.00	\$ 205.00
54		Fingerprint Classification Sirchie (1 person x 5 days)	\$ 1,007.00	\$ 1,007.00	\$ 1,007.00
55		Evidence Collection Accelerated Training (1 person - 5 days)	\$ 750.00	\$ 750.00	\$ 750.00
56		Sexual Assault Investigation (2 officers x 6 days)	\$ 192.00	\$ 192.00	\$ 192.00
57		Child Death Investigation (1 person x 1 day)	\$ 32.00	\$ 16.00	\$ 16.00
58		GREAT Training (1 person x 1 day)	\$ 1,830.00	\$ 1,830.00	\$ 1,830.00
59		Cellebrite Certified Operator Training (2 people)	\$ 3,980.00	\$ 3,980.00	\$ 3,980.00
60		Cellebrite Certified Operator Recertification	\$ 287.00	\$ 289.00	\$ 289.00
61		IPMBA Police Cyclist Course (5 ppl - 5 days)	\$ -	\$ 1,525.00	\$ 1,525.00
62		Per Chief West reduce \$25184.00 - Didn't have detail to know what to cut. cfg 5/10/2020 7:56 PM			\$ (25,184.00)
63		Per CM/ACM cut to FY20 Adopted			\$ (47,935.40)
64		Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (10,065.60)
65					
		Total - 2323 Other Training	\$ 39,321.00	\$ 106,671.00	\$ 23,486.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	One Solution Conference - Travel/ Lodging for Support Services - 3 Personnel - (new request)	\$ -	\$ 5,112.00	\$ 5,112.00
2	NC Internal Affairs Conference - Travel/ Lodging for IA Sgt	\$ 1,529.00	\$ 1,210.00	\$ 1,210.00
3	NC Assn for Property & Evidence (2 emp - 3/4 days x 2)	\$ 1,526.00	\$ 1,165.00	\$ 1,165.00
4	NCIA Investigators Assn Training (2 emp - 5 days)	\$ -	\$ 1,490.00	\$ 1,490.00
5	NCLE Women's Association (2 emp - 5 days)	\$ 2,000.00	\$ 2,850.00	\$ 2,850.00
6	NC Crime Prevention Conf (3 emp - 4 days - bi-annual x 2)	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00
7	NCLE Officer's Association (1 emp - 4 days)	\$ -	\$ 500.00	\$ 500.00
8	NC Narcotics Enforcement Officer's Training (4 emp - 4 days)	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00
9	NC Assn of Chiefs of Police (4 emp - 3 days)	\$ -	\$ 2,000.00	\$ 2,000.00
10	DCI Seminars/TAC Meeting (2 emp - quarterly)	\$ 528.00	\$ 528.00	\$ 528.00
11	NC Juvenile Officers's Association (1 emp - 5 days - Invest)	\$ 1,246.00	\$ 1,140.00	\$ 1,140.00
12	NCLE Training Officers Assn Conf. (2 emp - 4 days)	\$ -	\$ 1,100.00	\$ 1,100.00
13	NC Police Executive Assn. Conf. (4 emp - 4 days)	\$ -	\$ 2,500.00	\$ 2,500.00
14	G.R.E.A.T. State Conference (1 emp - 4 days)	\$ -	\$ 500.00	\$ 500.00
15	G.R.E.A.T. National Conference (1 emp - 4 days)	\$ 1,845.00	\$ 1,862.00	\$ 1,862.00
16	Firearms Instructor Conference (4 emp - 3 days)	\$ -	\$ 600.00	\$ 600.00
17	U.S. Police Canine Assn. Field Trials (4 emp - 4 days x 2)	\$ 1,680.00	\$ 300.00	\$ 300.00
18	Narcotics & Tracking Trials (4 emp)	\$ -	\$ 500.00	\$ 500.00
19	Administrative Officers Mgmt Prog. Conf. (2 emp - 4 days)	\$ -	\$ 725.00	\$ 725.00
20	Crime Prevention Fairs (2 emp - 4 days)	\$ -	\$ 900.00	\$ 900.00
21	School Director's Conference (2 emp - 4 days)	\$ 470.00	\$ 411.00	\$ 411.00
22	NC Polygraph Assn. Conference Assn. (1 emp - 2 days)	\$ -	\$ 180.00	\$ 180.00
23	International Assn of Arson Investigators (1 emp - 5 days)	\$ -	\$ 500.00	\$ 500.00
24	NC Community Watch Assn. (2 emp x \$6 x 8 times)	\$ -	\$ 48.00	\$ 48.00
25	NCLE Planners & Analysts Assn Trng Conf (2 emp - 4 days x 2)	\$ -	\$ 1,602.00	\$ 1,602.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
26	NC Gang Investigators Assn. (4 emp - 3 days)	\$ 2,370.00	\$ 1,700.00	\$ 1,700.00
27	NC International Assn for Identification (2 emp - 2 days)	\$ 1,300.00	\$ 400.00	\$ 400.00
28	NC Homicide Invest. Assn Conference (3 emp - 3 days)	\$ -	\$ 1,792.00	\$ 1,792.00
29	Crime Stoppers Police Coord. State Conf (1 emp - 5 days)	\$ -	\$ 700.00	\$ 700.00
30	National Police Officers Memorial Week (4 Hon Grd - 4 days)	\$ 3,200.00	\$ 1,294.00	\$ 1,294.00
31	Investigations (Misc. out of town expenses)	\$ 400.00	\$ 400.00	\$ 400.00
32	Organized Crime Drug Enforce. Task Force (4 emp - 4 days)	\$ 3,476.00	\$ 1,282.00	\$ 1,282.00
33	Field Liason Officer Training Workshop (1 emp - 4 days)	\$ -	\$ 628.00	\$ 628.00
34	NC School Resource Officer Trng Conf (3 emp - 4 days)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
35	CALEA Conference (2 emp - 5 days)	\$ 4,622.00	\$ 4,622.00	\$ 4,622.00
36	NCLEAN Conference (2 emp - 3 days - CALEA)	\$ -	\$ 1,281.00	\$ 1,281.00
37	NCLEAN Meetings (1 emp - 5 per year - CALEA)	\$ -	\$ 545.00	\$ 545.00
38	NCLEPAA Conference (1 emp - 5 days - CALEA)	\$ -	\$ 1,220.00	\$ 1,220.00
39	Power DMS Entrust Conf. (1 emp - 4 days - CALEA)	\$ -	\$ 1,240.00	\$ 1,240.00
40	CALEA On-site Accreditation Visist - CALEA assessors exp.	\$ -	\$ 700.00	\$ 700.00
41	Human Relations Awards Banquet/DGDC/Leadership Events	\$ 200.00	\$ 275.00	\$ 275.00
42	Expenses for out of town applicants/assessors	\$ -	\$ 300.00	\$ 300.00
43	Misc. Vehicle Rentals - Training/Meetings	\$ 1,000.00	\$ 1,400.00	\$ 1,400.00
44	International Conf. of Police Chaplains - (1 chaplain - 4 days)	\$ -	\$ 433.00	\$ 433.00
45	Children's Advocacy Conference (1 emp - 3 days - Invest)	\$ -	\$ 733.00	\$ 733.00
46	Polygraph Examiners Training (1 emp - Inv. - 51 days)	\$ -	\$ 5,610.00	\$ 5,610.00
47	Per Chief West reduce \$6942.34. Didn't know which line items. Cfg 5/10/2020 7:58 PM			\$ (6,942.34)
48	Per CM/ACM cut to FY20 Adopted			\$ (24,603.06)
49	Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (9,669.60)
	Total - 3121 Travel	\$ 37,392.00	\$ 63,778.00	\$ 22,563.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund
Dept #: Police Department - 6121
Division: ~ - 6121
Account: 3914 Contract Services

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	REACT Team - Call-Back Pay - County of Wayne (8) Officers x (6) hours x (1) time per month x \$30.00 per hour = \$17,280.00. County \$8,640.00 (City \$8,640.00 from 1220) (FY 19- 20 County portion paid from 1260 - \$7,296.00)	\$ -	\$ 8,640.00	\$ -
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total - 3914 Contract Services		\$ -	\$ 8,640.00	\$ -

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Mike West		
Dept #: Police Department - 6121					
Division: ~ - 6121					
Account: 4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Search and Seizue Bulletin	\$ 90.00	\$ 90.00	\$ 90.00
2		BRB Publications - Online Records Research System	\$ 130.00	\$ 130.00	\$ 130.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 220.00	\$ 220.00	\$ 220.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	National Association of Town Watch (NATW) M. Davis	\$ 35.00	\$ 35.00	\$ 35.00
2	NC Internal Affairs Investigators Association (Dues & Conference Registration - 1 Sgt/1 Major	\$ 325.00	\$ 325.00	\$ 325.00
3	National Internal Affairs Investigators Assoc. (Dues IA Sgt)	\$ 40.00	\$ 40.00	\$ 40.00
4	NC Law Enforcement Women's Association (Dues & Conf. Registration - M. Davis & M. Mitchell)	\$ 350.00	\$ 350.00	\$ 350.00
5	NC Crime Prevention Officers Association (Dues & Conferenece Reg. for 3 Cpl.)	\$ 650.00	\$ 650.00	\$ 650.00
6	NC Law Enforcment Officers Association (Dues & Conference Registration for 1 Captain)	\$ 75.00	\$ 75.00	\$ 75.00
7	NC Narcotics Enforcement Officers Associaton (Dues & Conference Registration for 5 VICE Officers)	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00
8	Organized Crime Drug Enforcement Task Force (Registration for 6 Officers)	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00
9	DCI Seminar - Dues & Conference for 2 TAC	\$ 195.00	\$ 195.00	\$ 195.00
10	NC Law Enforcement Training Officers Association (Dues for K. Rabun & Tr. Spec. & Conference Registration for K. Rabun) FY 19-20 - (3)	\$ 170.00	\$ 145.00	\$ 145.00
11	NC School Directors Conference - K. Rabun	\$ 100.00	\$ 100.00	\$ 100.00
12	NC Firearms Instructors Conference (Conference Registration for 3) FY 19-20 - (4)	\$ 700.00	\$ 525.00	\$ 525.00
13	National Tactical Officers Association - Dues ERT	\$ 150.00	\$ 150.00	\$ 150.00
14	NC Association of Chiefs of Police (Dues for Chief & 3 Majors/Conference Registration for 2)	\$ 900.00	\$ 900.00	\$ 900.00
15	NC Police Executives Association (Dept. Dues & Conference Registration for 2)	\$ 650.00	\$ 650.00	\$ 650.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
16	International Association of Chiefs of Police (Dues Chief & 3 Majors)	\$ 760.00	\$ 760.00	\$ 760.00
17	National Association of Chiefs of Police (Dues for Chief)	\$ 70.00	\$ 70.00	\$ 70.00
18	NC Gang Investigator's Association (Dues & Conference Registration for 4 Investigators)	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00
19	NC Community Watch Association (Dues for 3 CP Cpl)	\$ 35.00	\$ 35.00	\$ 35.00
20	G.R.E.A.T. National Association (Dues & Conference Registration for G.R.E.A.T. Officer)	\$ 160.00	\$ 160.00	\$ 160.00
21	NC Juvenile Officers Association (Dues & Conference Registration for Juvenile Investigator)	\$ 634.00	\$ 634.00	\$ 634.00
22	Administrative Officers Management Program (Dues for Chief & 5 others, & Conference Registration for 2)	\$ 475.00	\$ 510.00	\$ 510.00
23	US Police Canine Association (Dues for 4 K-9 Officers and Registration for field trials and narcotics tracking for 4)	\$ 1,040.00	\$ 1,040.00	\$ 1,040.00
24	International Association of Arson Investigators (Dues for Arson Investigator)	\$ 75.00	\$ 75.00	\$ 75.00
25	NC Homicide Investigators Association (Due & Conference Registration for 4)	\$ 700.00	\$ 700.00	\$ 700.00
26	NC Association of School Resource Officers (Dues for 4 & Conference Registration for 3)	\$ 955.00	\$ 955.00	\$ 955.00
27	NHTSA Child Passenger Safety Technician (Dues for 7 & Conference Registration for 6)	\$ 580.00	\$ 580.00	\$ 580.00
28	International Society of Crime Prevention (Dues for 3)	\$ 105.00	\$ 105.00	\$ 105.00
29	NC International Association Property & Evidence (Dues for 4 and Conference Registration for Spring & Fall for 2)	\$ 340.00	\$ 340.00	\$ 340.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
30	International Association of Identification (Dues for 4 and Certification Fee for Senior Crime Scene Analyst)	\$ 580.00	\$ 580.00	\$ 580.00
31	NC Division Association of Identification (Dues for 4 CSU and Conference Registration for 2)	\$ 400.00	\$ 400.00	\$ 400.00
32	NCLEAN (Dues and Conference Registration for 2 - CALEA)	\$ 175.00	\$ 175.00	\$ 175.00
33	NCLEPAA (Dues for 3 and Conference Registration or 2)	\$ 455.00	\$ 455.00	\$ 455.00
34	International Conference of Police Chaplains (Dues and Conference Registration for Chaplain)	\$ 375.00	\$ 375.00	\$ 375.00
35				
Total - 4912 Fees & Dues		\$ 16,704.00	\$ 16,539.00	\$ 16,539.00

FISCAL YEAR 2020-2021 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 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.
- Years of deferred replacement of aging playground equipment resulting in removal of aging and potentially dangerous playground structures.
- Increases in acreage, facilities, projects, usage and public expectations while FT staff growth has been minimal.

EXPENDITURE SHEET		Fiscal Year FY20-21								
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			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular		\$ 1,296,710.61	\$ 1,498,980.15	\$ 1,498,980.15	\$ 1,303,118.28	\$ 1,621,136.83	8.15%	\$ 1,465,971.77	-2.20%
1220	Salaries & Wages Overtime		\$ 35,225.16	\$ 5,075.25	\$ 5,075.25	\$ 594.61	\$ 5,000.00	-1.48%	\$ 3,000.00	-40.89%
1224	Cell Phone Stipend		\$ 5,623.71	\$ 7,680.00	\$ 7,680.00	\$ 5,332.30	\$ 6,000.00	-21.88%	\$ 6,000.00	-21.88%
1260	Salaries & Wages Part-Time		\$ 506,251.77	\$ 441,452.19	\$ 441,452.19	\$ 492,165.18	\$ 514,844.25	16.63%	\$ 349,844.25	-20.75%
1275	Salaries & Wages Bonus		\$ 13,665.29	\$ -	\$ -	\$ 13,176.52	\$ 18,337.50	~	\$ -	*
1278	Wellness Earnings		\$ 4,800.64	\$ -	\$ -	\$ 7,056.82	\$ 7,276.10	~	\$ -	*
1280	Vacation Pay Out		\$ 27,186.23	\$ -	\$ -	\$ 7,205.15	\$ -	*	\$ -	*
1810	Social Security		\$ 144,527.84	\$ 162,268.21	\$ 162,268.21	\$ 127,871.49	\$ 166,203.49	2.43%	\$ 139,598.43	-13.97%
1821	NCLGERS-Retirement		\$ 117,034.38	\$ 138,350.29	\$ 138,350.29	\$ 120,325.93	\$ 168,261.67	21.62%	\$ 150,594.62	8.85%
1822	401-K Retirement		\$ 50,038.10	\$ 61,352.67	\$ 61,352.67	\$ 53,094.17	\$ 66,310.02	8.08%	\$ 58,998.87	-3.84%
1830	Hospital Insurance		\$ 185,530.82	\$ 209,880.00	\$ 209,880.00	\$ 175,731.97	\$ 266,505.00	26.98%	\$ 207,645.00	-1.06%
1835	Group Term Life Insurance Coverage		\$ 1,283.91	\$ -	\$ -	\$ 1,044.55	\$ 1,526.40	~	\$ 1,526.40	~
1850	Unemployment Compensation		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,900.00	\$ 918.00	-69.40%	\$ 918.00	-69.40%
1860	Worker's Compensation		\$ 7,639.00	\$ 8,021.00	\$ 8,021.00	\$ 8,500.00	\$ 8,260.00	2.98%	\$ 8,260.00	2.98%
	Total Salaries & Benefits		\$ 2,398,517.46	\$ 2,536,059.76	\$ 2,536,059.76	\$ 2,317,116.97	\$ 2,850,579.26	12.40%	\$ 2,392,357.33	-5.67%
1915	Bank Fees		\$ 2,882.76	\$ 2,500.00	\$ 2,500.00	\$ 5,300.00	\$ 5,500.00	120.00%	\$ 4,000.00	60.00%
1925	Debt Issuance Costs & Fees			\$ -	\$ -	\$ 250.00	\$ -	*	\$ -	*
1931	Medical Treatment		\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*
1932	Medical Exams		\$ 751.00	\$ 1,500.00	\$ 1,500.00	\$ 800.00	\$ 1,500.00	0.00%	\$ 1,000.00	-33.33%
1991	Consultant Fees		\$ 36,884.96	\$ -	\$ 5,800.00	\$ -	\$ -	*	\$ -	*
2111	Cleaning Supplies		\$ 37,262.13	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 48,000.00	6.67%	\$ 45,000.00	0.00%
2121	Uniforms		\$ 11,430.65	\$ 14,000.00	\$ 14,000.00	\$ 14,200.00	\$ 17,000.00	21.43%	\$ 12,000.00	-14.29%
2123	Protective Clothing		\$ 3,110.58	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 3,000.00	-14.29%	\$ 1,700.00	-51.43%
2124	Shoes-Steel Toe		\$ 444.13	\$ 4,088.00	\$ 4,088.00	\$ 1,320.00	\$ 3,500.00	-14.38%	\$ 3,000.00	-26.61%
2203	Employee Appreciation		\$ 1,502.60	\$ 1,600.00	\$ 1,600.00	\$ 1,000.00	\$ 1,500.00	-6.25%	\$ 1,500.00	-6.25%
2323	Other Training		\$ 5,874.30	\$ 9,000.00	\$ 9,000.00	\$ 7,751.00	\$ 10,280.00	14.22%	\$ 5,650.00	-37.22%
2391	First Aid		\$ 2,584.56	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 2,400.00	-31.43%	\$ 1,000.00	-71.43%
2501	Vehicle Operation/Maintenance		\$ 17,454.46	\$ 16,000.00	\$ 16,000.00	\$ 8,000.00	\$ 12,000.00	-25.00%	\$ 5,000.00	-68.75%
2502	Vehicle Fuel		\$ 20,275.10	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00	\$ 13,000.00	-13.33%	\$ 9,250.00	-38.33%
2591	Fuel For Equipment		\$ 4,899.24	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
2601	Office Supplies		\$ 6,944.04	\$ 7,500.00	\$ 7,500.00	\$ 5,500.00	\$ 7,500.00	0.00%	\$ 3,125.00	-58.33%
2920	Pro Shop Expense		\$ -			\$ -	\$ -	*	\$ -	*
2925	Merchandise for Resale-PARKS & REC			\$ -	\$ 7,500.00	\$ 14,000.00	\$ 28,000.00	~	\$ 20,000.00	~
2989	Operational Supplies - Maint.		\$ 113,148.83	\$ 138,000.00	\$ 138,000.00	\$ 132,000.00	\$ 210,000.00	52.17%	\$ 145,000.00	5.07%

EXPENDITURE SHEET		Fiscal Year FY20-21								
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			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
2993	Operational Supplies		\$ 163,022.28	\$ 136,225.00	\$ 128,725.00	\$ 152,950.00	\$ 135,000.00	-0.90%	\$ 75,944.00	-44.25%
2994	Tools		\$ 5,686.66	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 7,000.00	-12.50%	\$ 3,000.00	-62.50%
3121	Travel		\$ 10,167.93	\$ 8,500.00	\$ 8,500.00	\$ 7,115.72	\$ 10,270.00	20.82%	\$ 4,970.00	-41.53%
3210	Telephone		\$ 3,243.00	\$ 1,080.00	\$ 1,080.00	\$ 2,500.00	\$ 2,500.00	131.48%	\$ 2,500.00	131.48%
3250	Postage		\$ 285.45	\$ 500.00	\$ 500.00	\$ 350.00	\$ 500.00	*	\$ 500.00	*
3310	Electricity		\$ 126,243.95	\$ 115,000.00	\$ 115,000.00	\$ 145,000.00	\$ 125,000.00	8.70%	\$ 96,250.00	-16.30%
3330	Natural Gas		\$ 9,710.96	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	0.00%	\$ 8,250.00	-25.00%
3421	Copy Machine Cost		\$ 7,912.85	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	0.00%	\$ 9,000.00	-40.00%
3511	Building Maintenance		\$ 54,527.02	\$ 42,000.00	\$ 43,406.39	\$ 45,000.00	\$ 45,000.00	7.14%	\$ 34,500.00	-17.86%
3522	Machine/Equipment Maintenance		\$ 34,450.68	\$ 39,000.00	\$ 39,141.03	\$ 48,000.00	\$ 45,000.00	15.38%	\$ 29,250.00	-25.00%
3700	Advertising		\$ 10,567.25	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 17,000.00	41.67%	\$ 9,000.00	-25.00%
3814	P&R Poultry/Beak Week Expend.		\$ 24,775.11			\$ -	\$ -	*	\$ -	*
3815	P&R Special Pops Prog. Expend.		\$ 5,589.79	\$ -	\$ -	\$ 11,845.51	\$ -	*	\$ -	*
3816	P&R Challenger Football Prog.		\$ 1,465.74	\$ -	\$ -	\$ 952.28	\$ -	*	\$ -	*
3817	P&R Duke RX for Play		\$ -			\$ 2,798.39	\$ -	*	\$ -	*
3910	W. A. Foster Demo/Renov.		\$ 234.57			\$ -	\$ -	*	\$ -	*
3914	Contract Services		\$ 116,218.17	\$ 110,000.00	\$ 110,000.00	\$ 136,955.81	\$ 182,023.00	65.48%	\$ 110,000.00	0.00%
3950	Education Reimbursement		\$ 599.70	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 5,000.00	354.55%	\$ 2,500.00	127.27%
3994	Tree Service		\$ 8,000.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 22,000.00	158.82%	\$ 6,375.00	-25.00%
4391	Equipment Rent		\$ 28,169.48	\$ 35,000.00	\$ 35,000.00	\$ 25,000.00	\$ 47,000.00	34.29%	\$ 35,000.00	0.00%
4511	Multi-Peril Insurance		\$ 19,560.50	\$ 15,255.00	\$ 15,255.00	\$ 14,287.00	\$ 15,275.00	0.13%	\$ 15,275.00	0.13%
4521	Auto Liability		\$ 4,072.00	\$ 4,276.00	\$ 4,276.00	\$ 3,970.00	\$ 4,169.00	-2.50%	\$ 2,623.00	-38.66%
4541	Employee Personal Liability		\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	*	\$ 110.00	*
4543	Insurance Deductible Claims		\$ 5,331.91			\$ -	\$ -	*	\$ -	*
4912	Fees & Dues		\$ 5,171.55	\$ 5,500.00	\$ 5,500.00	\$ 3,792.00	\$ 8,470.00	54.00%	\$ 8,470.00	54.00%
4990	Equipment Expense		\$ 20,642.90	\$ 10,000.00	\$ 10,000.00	\$ 7,000.00	\$ 10,000.00	0.00%	\$ 2,500.00	-75.00%
8963	Youth Program Fees			\$ -	\$ -	\$ -	\$ -	*	\$ -	*
9561	Office Supplies		\$ 901.47	\$ 1,100.00	\$ 1,100.00	\$ 1,230.00	\$ 1,500.00	36.36%	\$ 1,200.00	9.09%
Total Operating Expenditures			\$ 932,110.26	\$ 850,584.00	\$ 857,931.42	\$ 920,477.71	\$ 1,082,247.00	27.24%	\$ 724,692.00	-14.80%
5077	Field Rake		\$ 12,112.21			\$ -	\$ -	*	\$ -	*
5079	PARTF Grant		\$ 11,104.50			\$ -	\$ -	*	\$ -	*
5100	Park House Restoration		\$ 9,049.92			\$ -	\$ 35,000.00	~	\$ -	*
5160	Playground Play Surface		\$ 16,679.00			\$ -	\$ -	*	\$ -	*
5303	Heavy-Duty Mower					\$ -	\$ 25,000.00	~	\$ -	*

EXPENDITURE SHEET Fiscal Year FY20-21 Fund: 11-General Fund Dept #: 7460 Parks & Recreation Division: 7460 Parks & Recreation <div style="text-align: right;"> Dept. Head Felicia Brown ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input </div>									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
5487	Tractor				\$ -	\$ 47,000.00	~	\$ -	*
5488	72" Deck Mower				\$ -	\$ 26,400.00	~	\$ 10,000.00	~
5506	Utility Service Truck	\$ 51,337.94			\$ -	\$ -	*	\$ -	*
5567	Playground Equipment	\$ -			\$ -	\$ 95,000.00	~	\$ 30,000.00	~
5635	Basketball Court Improvements	\$ 108,145.28			\$ -	\$ 28,000.00	~	\$ -	*
5643	Rotary Mower		\$ 9,000.00	\$ 9,000.00	\$ -	\$ -	*	\$ -	*
5732	T.C. Coley(Formerly WA Foster)				\$ -	\$ 45,000.00	~	\$ -	*
5740	GoWayneGo Projects	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
5819	Maintenance Shop Construction				\$ -	\$ 340,000.00	~	\$ -	*
5829	Outdoor Pool Repair				\$ -	\$ 65,000.00	~	\$ -	*
5837	Shelter Construction	\$ 53,885.30	\$ -	\$ 209,136.00	\$ 245,962.00	\$ -	*	\$ -	*
5947	Sidewalks		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	233.33%	\$ -	*
5952	Tennis Court Reconstruction				\$ -	\$ 410,000.00	~	\$ -	*
Total Capital Outlay		\$ 262,314.15	\$ 24,000.00	\$ 233,136.00	\$ 260,962.00	\$ 1,166,400.00	4760.00%	\$ 40,000.00	66.67%
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Parks & Recreation-Parks & Recreation Bud		\$ 3,592,941.87	\$ 3,410,643.76	\$ 3,627,127.18	\$ 3,498,556.68	\$ 5,099,226.26	49.51%	\$ 3,157,049.33	-7.44%

JUSTIFICATION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		Increase is reflective of new position requests and overlap of salaries in positions. 2 new Personnel requested for the expansion of Center Street & HUB (TIGER project completion) for landscaping; 1 to add to Mowing Crew; 1 to add to Bldg Repair & Maint Crew	\$ 1,303,118.28	\$ 1,621,136.83	\$ 1,465,971.77
1220	Salaries & Wages Overtime			\$ 594.61	\$ 5,000.00	\$ 3,000.00
1224	Cell Phone Stipend			\$ 5,332.30	\$ 6,000.00	\$ 6,000.00
1260	Salaries & Wages Part-Time			\$ 492,165.18	\$ 514,844.25	\$ 349,844.25
1275	Salaries & Wages Bonus		40FT Staff * 450 per person (Request includes partial golf); Mgr 37 @ \$413	\$ 13,176.52	\$ 18,337.50	\$ -
1278	Wellness Earnings		Mgr 37 @ \$300	\$ 7,056.82	\$ 7,276.10	\$ -
1280	Vacation Pay Out		Est. K.Worrell @ 270 hrs - PLUS what has already paid out	\$ 7,205.15		\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 127,871.49	\$ 166,203.49	\$ 139,598.43
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 120,325.93	\$ 168,261.67	\$ 150,594.62
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 53,094.17	\$ 66,310.02	\$ 58,998.87
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 175,731.97	\$ 266,505.00	\$ 207,645.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 1,044.55	\$ 1,526.40	\$ 1,526.40
1850	Unemployment Compensation		Provided by Finance	\$ 1,900.00	\$ 918.00	\$ 918.00
1860	Worker's Compensation		Provided by Finance	\$ 8,500.00	\$ 8,260.00	\$ 8,260.00
Total Salaries & Benefits				\$ 2,317,116.97	\$ 2,850,579.26	\$ 2,392,357.33
1915	Bank Fees		From Finance for Rec 1? - projected off from what was spent per Josh. cfg 4/29/2020 9:29 AM	\$ 5,300.00	\$ 5,500.00	\$ 4,000.00
1925	Debt Issuance Costs & Fees			\$ 250.00		
1931	Medical Treatment			\$ -	\$ 250.00	\$ 250.00
1932	Medical Exams		Physical examinations for new full-time employees and drug testing of employees in drug sensitive positions	\$ 800.00	\$ 1,500.00	\$ 1,000.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Felicia Brown	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Parks & Recreation - 7460		
Division:	Parks & Recreation - 7460		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2111	Cleaning Supplies		Purchasing 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 Center, Goldsboro Event Center and Golf Pro Shop, Downtown Development and all park bathrooms and facilities.	\$ 45,000.00	\$ 48,000.00	\$ 45,000.00
2121	Uniforms		Cost to outfit full and part time staff to present unified and professional image to our customers; this cost includes maint. staff uniforms through uniform supply company	\$ 14,200.00	\$ 17,000.00	\$ 12,000.00
2123	Protective Clothing		Protective clothing for full and part time staff, including gloves, rain gear, guards and other PPE's	\$ 1,000.00	\$ 3,000.00	\$ 1,700.00
2124	Shoes-Steel Toe		Needed for foot protection by full time staff; 37 @ \$96	\$ 1,320.00	\$ 3,500.00	\$ 3,000.00
2203	Employee Appreciation		Request for annual Christmas Party allowance and Retirement Celebrations; 40 @ \$16; Retirements \$900	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
2323	Other Training	Y	See Schedule	\$ 7,751.00	\$ 10,280.00	\$ 5,650.00
2391	First Aid		First Aid supplies used in case of injury to staff personnel, volunteers and other program participants	\$ 1,000.00	\$ 2,400.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance		Cover cost for repairs, annual inspections, oil changes, etc. of vehicles, mowers and gators	\$ 8,000.00	\$ 12,000.00	\$ 5,000.00
2502	Vehicle Fuel		Gas for all vehicles.	\$ 13,000.00	\$ 13,000.00	\$ 9,250.00
2591	Fuel For Equipment		Fuel (diesel and regular gas) for grounds maintenance equipment.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2601	Office Supplies		Legal pads, pens, folders and other general office supplies; toner cartridges for 3 HP Laser Jet printers	\$ 5,500.00	\$ 7,500.00	\$ 3,125.00
2920	Pro Shop Expense					
2925	Merchandise for Resale-PARKS & REC		Items purchased for resale at Bryan MSCX and pools to include sodas, chips, sports drinks, candy bars, water, ice cream. (Offset in Revenue line item GL #XXXX)	\$ 14,000.00	\$ 28,000.00	\$ 20,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2989	Operational Supplies - Maint.		Annual plants and beautification and trees for Center Street, Berkeley Blvd, GEC and parks; 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	\$ 132,000.00	\$ 210,000.00	\$ 145,000.00
2993	Operational Supplies		Supplies for Specialized Programs to include dance refreshments, decorations, Evening activities, Day activities, luncheons, Easter Egg Hunt; supplies for Mature Adult Programs to include fitness bands, cards, games, refreshments, paper products, supplies for luncheons, pool supplies; 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, traditional sports (Youth and Adult) and tables and chairs for TC Coley Community Center	\$ 152,950.00	\$ 135,000.00	\$ 75,944.00
2994	Tools		Battery operated hand tools and replacement items, gas powered and cordless items; various hand tools, tools for pruning, backback blowers, dilution stations, multi-tool pole saw, string trimmers	\$ 5,000.00	\$ 7,000.00	\$ 3,000.00
3121	Travel	Y		\$ 7,115.72	\$ 10,270.00	\$ 4,970.00
3210	Telephone			\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3250	Postage			\$ 350.00	\$ 500.00	\$ 500.00
3310	Electricity			\$ 145,000.00	\$ 125,000.00	\$ 96,250.00
3330	Natural Gas			\$ 11,000.00	\$ 11,000.00	\$ 8,250.00
3421	Copy Machine Cost		IT provided this amount - 1 @ HPC; 1 @ Peacock Maint Shop; - need to ask Scott - this number seems high; They are thinking about needing a new copier at BMSC and WA Foster, so they don't have to make the copies at HPC.	\$ 15,000.00	\$ 15,000.00	\$ 9,000.00
3511	Building Maintenance		General and miscallaneous maint. of all park structures, electrical upgrades and repairs in facilities, plumbing repairs, pest control agreement and carpet cleaning in City Hall	\$ 45,000.00	\$ 45,000.00	\$ 34,500.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Parks & Recreation - 7460				
Division:		Parks & Recreation - 7460				
Dept. Head-Felicia Brown						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3522	Machine/Equipment Maintenance		General maint. of chain link fence, HVAC service agreement, grease, lubricants, swing seats, chain and hardware for playgrounds, parts and supplies.	\$ 48,000.00	\$ 45,000.00	\$ 29,250.00
3700	Advertising			\$ 12,000.00	\$ 17,000.00	\$ 9,000.00
3814	P&R Poultry/Beak Week Expend.					
3815	P&R Special Pops Prog. Expend.		Expenses from Old "Wash Acct" - Created new revenue/expense line items	\$ 11,845.51		
3816	P&R Challenger Football Prog.			\$ 952.28		
3817	P&R Duke RX for Play			\$ 2,798.39		
3910	W. A. Foster Demo/Renov.					
3914	Contract Services	Y	See Schedule	\$ 136,955.81	\$ 182,023.00	\$ 110,000.00
3950	Education Reimbursement		Assist employees with continuing their education		\$ 5,000.00	\$ 2,500.00
3994	Tree Service		Tree trimming and removal at facilities	\$ 8,500.00	\$ 22,000.00	\$ 6,375.00
4391	Equipment Rent		Rental equipment for events and festivals, janitorial rental equipment, port-a-johns, 15 passenger van for outings, Bobcat with attachments, Lift to install Christmas lights and change out lights at WA Foster Gym; Bleacher Rental at BMSC \$12K	\$ 25,000.00	\$ 47,000.00	\$ 35,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 14,287.00	\$ 15,275.00	\$ 15,275.00
4521	Auto Liability		Provided by Finance	\$ 3,970.00	\$ 4,169.00	\$ 2,623.00
4541	Employee Personal Liability		Provided by Finance	\$ 110.00	\$ 110.00	\$ 110.00
4543	Insurance Deductible Claims					
4912	Fees & Dues	Y	See Schedule	\$ 3,792.00	\$ 8,470.00	\$ 8,470.00
4990	Equipment Expense		Felicia will follow up with us. Cfg 4/29/2020 9:40 AM	\$ 7,000.00	\$ 10,000.00	\$ 2,500.00
8963	Youth Program Fees		Delete this line item. It's a revenue.	\$ -		
9561	Office Supplies			\$ 1,230.00	\$ 1,500.00	\$ 1,200.00
Total Operating Expenditures				\$ 920,477.71	\$ 1,082,247.00	\$ 724,692.00
5077	Field Rake				\$ -	\$ -
5079	PARTF Grant				\$ -	\$ -
5100	Park House Restoration		Fix Deck on Park House		\$ 35,000.00	\$ -
5160	Playground Play Surface				\$ -	\$ -
5303	Heavy-Duty Mower		BMSC Mower		\$ 25,000.00	\$ -
5487	Tractor		BMSC Tractor		\$ 47,000.00	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Green Cell - Department Input
Dept #:	Parks & Recreation - 7460	
Division:	Parks & Recreation - 7460	

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
5488	72" Deck Mower		2 Hustler Mowers		\$ 26,400.00	\$ 10,000.00
5506	Utility Service Truck				\$ -	\$ -
5567	Playground Equipment		HV Brown Playground (Tot) - HV Brown-OR-Berkeley Playground		\$ 95,000.00	\$ 30,000.00
5635	Basketball Court Improvements		South End Park		\$ 28,000.00	\$ -
5643	Rotary Mower				\$ -	\$ -
5732	T.C. Coley(Formerly WA Foster)		Replacement of Roof		\$ 45,000.00	\$ -
5740	GoWayneGo Projects			\$ -	\$ -	\$ -
5819	Maintenance Shop Construction		Maintenance Shop @ BMSC		\$ 340,000.00	\$ -
5829	Outdoor Pool Repair		Replaster Mina Weil Pool		\$ 65,000.00	\$ -
5837	Shelter Construction			\$ 245,962.00	\$ -	\$ -
5947	Sidewalks		ADA Sidewalks through Herman Park	\$ 15,000.00	\$ 50,000.00	\$ -
5952	Tennis Court Reconstruction		Repair OR Reconstruct Tennis Courts @ Herman Park		\$ 410,000.00	\$ -
Total Capital Outlay				\$ 260,962.00	\$ 1,166,400.00	\$ 40,000.00
			Provided by Finance			
Total Debt Service				\$ -	\$ -	\$ -
Total Parks & Recreation-Parks & Recreation Bu				\$ 3,498,556.68	\$ 5,099,226.26	\$ 3,157,049.33

CAPITAL OUTLAY																
Fiscal Year FY20-21																
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																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5100	N/A	Park House in Herman Park - est. 1898	UNKNOWN	120+ years	N/A				N	1	Park House deck and support structures	Imminent hazard, temporary repairs to deck section to make safer. If not approved, will need to cordone off for safety. This must meet	\$ 35,000.00	\$ -	N
2	5303	N/A	Addition	N/A	N/A	N/A				N		Befco Super Flex Mower 14' attachment for a tractor	We are using two small mowers on everything but the fields at the Bryan MSCX. The fields are made up of 14 acres, leaving the other 46 acres for the smaller mowers. This mower will greatly help with the mowing.	\$ 25,000.00	\$ -	N
3	5487	N/A	Addition	N/A	N/A	N/A				N		Kubota 7060 Tractor (the Befco and the tractor go together.)	will also blow debris. The tractor durring season will be used for mowing everything at the Bryan MSCX, but the fields. This machine will save the two small mowers we currently use much unneeded abuse.	\$ 47,000.00	\$ -	N
4	5488	E1187	2011 Hustler Super Z	\$ 9,200.00	2,311 hours	\$ 1,500.00	\$ 1,800.00	\$ 350.00		N	1	Hustler Mower	Mower is worn out, replaced engine in 2017	\$ 13,200.00	\$ -	N
5	5488	E1192	2012 Hustler Super Z	\$ 9,300.00	meter put in, current meter reads 1,637 hours	\$ 1,300.00	\$ 300.00	\$ 600.00	\$ 300.00	N	2	Hustler Mower	Mower is worn out; engine will need replacement, which means other parts will soon follow as needing to be replaced	\$ 13,200.00	\$ 10,000.00	N
6	5567	N/A	HV Brown Playground Replacement	\$ 11,704.00	20+ years	N/A				N		HV Brown Park - Tot Playground	Existing playground being removed due to high cost of repair and part availability. Current playground is 20+ years old. Average life of playground is 10-15 years.	\$ 30,000.00	\$ 30,000.00	N
7	5567	N/A	Playground (HV or Berkeley)	\$ 27,000.00	20+	N/A				N		Playground at HV Brown or Berkeley Park	Playground purchased 20 years ago. Average life span of a playground is 10-15 years, depending on how heavily used. Both playgrounds are getting to the point it is more costly to fix/repair, one	\$ 65,000.00	\$ -	N
8	5635	N/A	Basketball Court Replacement at South End Park	N/A	N/A	N/A				N		Take out existing basketball court and replace with new court	Substantial cracks in asphalt surface creating hazardous play area. This is our basketball court but not on our land (Eastern Carolina Housing Authority owns the land). Need to check on Insurance Certificate with Nona. Check with Lisa Musselman as to our responsibility. \$-0- "lease".	\$ 28,000.00	\$ -	N
9	5732	N/A	TC Coley Community Center Roof	N/A	N/A	N/A				N		Replace Roof on TC Coley Community Center	\$200K worth of upgrades were done, however the roof was not fixed during these repairs. Failure to fix roof will only cause the leak to get worse and repairs done all for naught.	\$ 45,000.00	\$ -	N
10	5819	N/A	Addition	N/A	N/A	N/A				N		Maintenance Building for Bryan Multi-Sports Complex	We currently have no shelter to park the equipment under or an area to service equipment on site. There is also no place to store chemicals and hand tools on site. This will be heated and cooled, have bathrooms. Will be able to work on the equipment in there as well as storage. Size of building 50x50 maybe. Tim asked can we use some of the Infrastructure allocation in Occupancy Tax fund???? Maybe. Need to follow up. cfg 4/29/2020 9:55 AM	\$ 340,000.00	\$ -	N
11	5829	N/A	Replastering Mina Weil Pool	\$ 45,000.00	9 years	N/A				N	1	Replaster pool	Plaster coming off creating possible cut hazards under water - need to replaster with this budget (done in 2011)	\$ 65,000.00	\$ -	N
12	5947	N/A	ADA Walkway at Herman Park	N/A	N/A	N/A				N		Add more ADA walkways in Herman Park encompassing Tennis Courts	No existing paved walkway in this area; guest currently walking on grass and dirt. Paving this section will create a walking loop encouraging healthy living for our park visitors	\$ 50,000.00	\$ -	N
13	5952	N/A	Repair Tennis Courts at Herman Park	N/A	6.5 years	N/A				N		Repair cracks and paint	Courts cracking causing potential trip hazards and affecting play - repairs should give us additional 5 years of service. There are 10 courts. (If we repaired then we don't need to Reconstruct, see other	\$ 110,000.00	\$ -	N
14	5952	N/A	Reconstruct Tennis Courts at Herman Park	N/A	6.5 years	N/A				N		Reconstruct and repave	Alternative to repairing tennis courts, more upfront cost. There are 10 courts. (If the courts are repaired then we don't need to Reconstruct, see otherline item \$300K.) There are some grant opportunities from USTA and NC USTA. Felicia will follow up.	\$ 300,000.00	\$ -	N
15													Asked Felicia for a CIP spreadsheet - cfg 4/29/2020 10:06 AM; they do have something thru 2022 and she will try to update.			N

Fiscal Year CAPITAL OUTLAY FY20-21																
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														
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
16												HPC Repairs ? For plumbing, HVAC, structure	Felicia has to get a number	\$ -	\$ -	N
17																
18																
19																

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Felicia Brown****Dept #: Parks & Recreation - 7460****Division: Parks & Recreation - 7460****Account: 2323 Other Training**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Expenditures cleared as of March 9, 2020	\$ 5,711.00		
2	Certified Safety Playground Inspector Class, Training & Exam for 2 people (Takes place in July, but need to pay by June)	\$ 1,200.00		
3	Hazardous Materials OSHA Level 2+ Training (5 people)	\$ 500.00	\$ 500.00	\$ 500.00
4	Certified Safety Playground Inspector Class, Training & Exam for 1 person, different from 2 above - certification valid for 3yrs		\$ 600.00	\$ 600.00
5	PGA Conference in Greensboro, NC (J Johnson)	\$ 190.00		
6	NC Recreation & Parks Association TR Conference (D Lee)	\$ 150.00	\$ 200.00	\$ 200.00
7	Women's Leadership Workshop (7 people)		\$ 980.00	\$ 980.00
8	NC Recreation & Parks Annual Conference (10 people)		\$ 2,750.00	\$ 2,750.00
9	Marketing & Events Summit (2 people)		\$ 200.00	\$ 200.00
10	Connect Conference (1 person)		\$ 2,250.00	\$ 2,250.00
11	Parks and Recreation Directors Conference		\$ 120.00	\$ 120.00
12	National Recreation & Park Association Conference in			
13	Orlando, FL (4 people)		\$ 2,000.00	\$ 2,000.00
14	Southeastern Turn Conference - Myrtle Beach, SC (3 people)		\$ 240.00	\$ 240.00
15	Eastern NC Landscape Conf. & Trade Show at Nash Comm.			
16	College (2 people)		\$ 90.00	\$ 90.00
17	1 day workshops/teleconferences		\$ 350.00	\$ 350.00
18	Per Felicia reduce \$4630. No detail. Cfg 5/10/2020 8:32 PM			\$ (4,630.00)
19				
	Total - 2323 Other Training	\$ 7,751.00	\$ 10,280.00	\$ 5,650.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Felicia Brown****Dept #: Parks & Recreation - 7460****Division: Parks & Recreation - 7460****Account: 3121 Travel**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Expenditures cleared as of March 9, 2020	\$ 5,115.83		
2	Rooms & Meals for 2020 LeadHership (3 people)	\$ 1,000.00		
3	2 Night Hotel & Meals for CPSI Exams (2 people)		\$ 750.00	\$ 750.00
4	Hotel Room & Meals for NCRPA Annual Conf. (10 people)		\$ 2,000.00	\$ 2,000.00
5	Hotel Room & Meals for Marketing & Events Summit (2 people)		\$ 215.00	\$ 215.00
6	Hotel Room & Meals for LeadHership (7 people)		\$ 1,750.00	\$ 1,750.00
7	Airfare, Hotel & Meals for Connect Conference		\$ 1,200.00	\$ 1,200.00
8	Hotel Room & Meals for NCRPA TR Conference		\$ 250.00	\$ 250.00
9	Airfare, Hotel & Meals for NRPA Conf. in Orlando, FL (4 people)		\$ 1,600.00	\$ 1,600.00
10	Hotel Room & Meals for NC Parks & Recreation Directors Conf.		\$ 350.00	\$ 350.00
11	Rental Car, Hotel & Meals for SE Turf Conf. in Myrtle Beach, SC			
12	(3 people)		\$ 475.00	\$ 475.00
13	Lunch for EC Landscape & Trade Show at Nach Comm. Coll.(2 people)		\$ 30.00	\$ 30.00
14	Meals/Parking for other 1 day workshops/teleconferences		\$ 100.00	\$ 100.00
15	50+ Outings (Meals, fees, tickets for staff supervising group)	\$ 150.00	\$ 800.00	\$ 800.00
16	Special Pops Outings (Meals, fees, tickets for staff supervising			
17	group)	\$ 250.00	\$ 750.00	\$ 750.00
18	Meal & hotel booking fee for PGA Conf. in Greensboro, NC (J Johnson)	\$ 37.33		
19	Meals for 50+ Outings & Conf. & Room Stay	\$ 131.15		
20	Airfare, Hotel & Meals for PGA Conf. in Orlando, FL (Josh)	\$ 431.41		
21	Per Felicia reduce \$5300, no detail given. Cfg 5/10/2020 8:34 PM			\$ (5,300.00)
	Total - 3121 Travel	\$ 7,115.72	\$ 10,270.00	\$ 4,970.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 11-General Fund****Dept. Head-Felicia Brown****Dept #: Parks & Recreation - 7460****Division: Parks & Recreation - 7460****Account: 3914 Contract Services**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Expenditures cleared as of March 9, 2020	\$ 96,435.81		
2	Sunday in the Park (Sound Tech)	\$ 300.00	\$ 600.00	\$ 600.00
3	Special Pops Dances - DJ service; A Day in the Park - DJ service	\$ 200.00	\$ 2,400.00	\$ 2,400.00
4	50+ Dances - DJ service		\$ 825.00	\$ 825.00
5	Photo Booth, face painter, gaming truck, SS stables, Party & Paint	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00
6	Santa for Jingle in the Park		\$ 400.00	\$ 400.00
7	Soccer Officials	\$ 1,500.00	\$ 20,000.00	\$ 20,000.00
8	Baseball/Softball Officials	\$ 480.00	\$ 8,000.00	\$ 8,000.00
9	Basketball Officials		\$ 7,300.00	\$ 7,300.00
10	Holden Temp Labor Services - 2 year round; 3 spring/summer	\$ 35,000.00	\$ 105,965.00	\$ 105,965.00
11	Flag Football Officials		\$ 1,500.00	\$ 1,500.00
12	HVAC Service for WA Foster, Herman Park Center & Sr House,		\$ -	\$ -
13	TC Coley, Bryan MSCX, Peacock Maint.		\$ 29,123.00	\$ 29,123.00
14	Pest Control		\$ 2,280.00	\$ 2,280.00
15	Light Facility Cleaning at Senior House	\$ 350.00	\$ 210.00	\$ 210.00
16	NC Party Pals	\$ 90.00	\$ 270.00	\$ 270.00
17	Snap It Photo Booth	\$ 550.00	\$ 1,100.00	\$ 1,100.00
18	Per Felicia reduce \$42K, no detail cfg 5/10/2020 8:36 PM			\$ (42,000.00)
19	Cut to FY20 Adopted amount			\$ (30,023.00)
20				
	Total - 3914 Contract Services	\$ 136,955.81	\$ 182,023.00	\$ 110,000.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Expenditures as of March 9, 2020	\$ 2,307.00		
2	NCRPA Statewide Athletic Conf. Fees	\$ 200.00	\$ 400.00	\$ 400.00
3	Sports Turf Managers Association Membership		\$ 90.00	\$ 90.00
4	NCBRTL (D'Leeshia)	\$ 80.00	\$ 80.00	\$ 80.00
5	NCTRC (D'Leeshia)	\$ 80.00	\$ 80.00	\$ 80.00
6	NRPA Membership	\$ 175.00	\$ 350.00	\$ 350.00
7	NCRPA Agency Membership		\$ 850.00	\$ 850.00
8	NC Youth Soccer Association (allows us to play under name)	\$ 830.00	\$ 6,500.00	\$ 6,500.00
9	Little League Baseball (allows us to play under name)	\$ 120.00	\$ 120.00	\$ 120.00
10				
	Total - 4912 Fees & Dues	\$ 3,792.00	\$ 8,470.00	\$ 8,470.00

EXPENDITURE SHEET		Fiscal Year FY20-21								
Fund:		11-General Fund		Dept. Head		Felicia Brown				
Dept #:		7461	Parks & Recreation		~ = Division by Zero					
Division:		7461	Golf Course		* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular		\$ 136,984.60	\$ 134,249.51	\$ 134,249.51	\$ 124,202.19	\$ 217,842.24	62.27%	\$ 180,487.63	34.44%
1220	Salaries & Wages Overtime		\$ 2,075.99	\$ -	\$ -	\$ 1,180.06	\$ 1,200.00	~	\$ 1,200.00	~
1224	Cell Phone Stipend		\$ -	\$ 720.00	\$ 720.00	\$ 27.69	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time		\$ 113,949.91	\$ 119,014.00	\$ 119,014.00	\$ 118,860.50	\$ 140,000.00	17.63%	\$ 98,128.46	-17.55%
1275	Salaries & Wages Bonus		\$ 1,389.69	\$ -	\$ -	\$ 515.83	\$ 1,912.50	~	\$ -	*
1278	Wellness Earnings		\$ 300.04	\$ -	\$ -	\$ 224.92	\$ 900.00	~	\$ -	*
1810	Social Security		\$ 19,360.51	\$ 19,683.85	\$ 19,683.85	\$ 17,978.36	\$ 27,736.97	40.91%	\$ 21,461.01	9.03%
1821	NCLGERS-Retirement		\$ 11,856.82	\$ 12,109.55	\$ 12,109.55	\$ 25,616.22	\$ 22,591.34	86.56%	\$ 18,623.82	53.79%
1822	401-K Retirement		\$ 4,912.76	\$ 5,369.62	\$ 5,369.62	\$ 9,400.45	\$ 8,902.99	65.80%	\$ 7,296.31	35.88%
1830	Hospital Insurance		\$ 13,733.28	\$ 19,080.00	\$ 19,080.00	\$ 11,639.40	\$ 27,795.00	45.68%	\$ 21,255.00	11.40%
1835	Group Term Life Insurance Coverage		\$ 122.71	\$ -	\$ -	\$ 101.76	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation		\$ -	\$ -	\$ -	\$ -	\$ 119.00	*	\$ 119.00	*
1860	Worker's Compensation		\$ 2,280.00	\$ 2,394.00	\$ 2,394.00	\$ 2,803.80	\$ 2,465.00	2.97%	\$ 2,465.00	2.97%
	Total Salaries & Benefits		\$ 306,966.31	\$ 312,620.53	\$ 312,620.53	\$ 312,551.18	\$ 452,375.83	44.70%	\$ 351,947.03	12.58%
1915	Bank Fees		\$ 9,058.91	\$ 8,000.00	\$ 8,000.00	\$ 13,654.96	\$ 14,500.00	81.25%	\$ 14,500.00	81.25%
1931	Medical Treatment		\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*
1932	Medical Exams		\$ -	\$ 350.00	\$ 350.00	\$ 152.75	\$ 350.00	*	\$ 350.00	*
1991	Consultant Fees		\$ 7,754.50			\$ -	\$ -	*	\$ -	*
2111	Cleaning Supplies		\$ 550.50	\$ 1,800.00	\$ 1,800.00	\$ 950.00	\$ 1,500.00	-16.67%	\$ 1,200.00	-33.33%
2121	Uniforms		\$ 1,365.00	\$ 2,500.00	\$ 2,500.00	\$ 1,050.00	\$ 2,000.00	-20.00%	\$ 2,000.00	-20.00%
2123	Protective Clothing		\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
2124	Shoes-Steel Toe		\$ 325.57	\$ 480.00	\$ 480.00	\$ 288.00	\$ 576.00	20.00%	\$ 400.00	*
2203	Employee Appreciation		\$ -	\$ 100.00	\$ 100.00	\$ 114.16	\$ 200.00	*	\$ 200.00	*
2323	Other Training		\$ 159.00	\$ 500.00	\$ 500.00	\$ 435.00	\$ 2,505.00	401.00%	\$ 1,505.00	201.00%
2391	First Aid		\$ 9.95	\$ 3,300.00	\$ 3,300.00	\$ 500.00	\$ 2,000.00	-39.39%	\$ 1,000.00	-69.70%
2392	Health Maintenance Program			\$ -	\$ -	\$ -	\$ -	*	\$ -	*
2501	Vehicle Operation/Maintenance		\$ 8,747.35	\$ 13,000.00	\$ 13,000.00	\$ 3,000.00	\$ 10,000.00	-23.08%	\$ 6,500.00	-50.00%
2502	Vehicle Fuel		\$ 1,726.45	\$ 6,000.00	\$ 6,000.00	\$ 2,900.00	\$ 5,400.00	-10.00%	\$ 3,900.00	-35.00%
2591	Fuel For Equipment		\$ 17,918.23	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
2601	Office Supplies		\$ 937.29	\$ 1,150.00	\$ 1,150.00	\$ 1,000.00	\$ 1,500.00	30.43%	\$ 712.00	-38.09%
2920	Pro Shop Expense		\$ 45,313.13	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 50,000.00	66.67%	\$ 30,000.00	0.00%
2989	Operational Supplies - Maint.		\$ 840.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
2991	Mosquito Control			\$ -	\$ -	\$ 265.81	\$ -	*	\$ -	*
2993	Operational Supplies		\$ 66,503.41	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 80,000.00	33.33%	\$ 50,000.00	-16.67%

EXPENDITURE SHEET		Fiscal Year FY20-21								
Fund:		11-General Fund		Dept. Head		Felicia Brown				
Dept #:		7461	Parks & Recreation		~ = Division by Zero					
Division:		7461	Golf Course		* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
2994	Tools		\$ 1,884.86	\$ 1,500.00	\$ 1,500.00	\$ 1,730.00	\$ 2,700.00	80.00%	\$ 1,125.00	-25.00%
3121	Travel		\$ 359.16	\$ 800.00	\$ 800.00	\$ 3,581.66	\$ 2,750.00	243.75%	\$ 1,750.00	118.75%
3250	Postage		\$ 54.94	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
3310	Electricity		\$ 23,496.36	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,000.00	8.00%	\$ 18,750.00	-25.00%
3511	Building Maintenance		\$ 4,142.77	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	16.67%	\$ 2,750.00	-8.33%
3522	Machine/Equipment Maintenance		\$ 15,689.07	\$ 15,000.00	\$ 15,000.00	\$ 29,150.00	\$ 30,000.00	100.00%	\$ 21,250.00	41.67%
3599	Storm Damage Cleanup		\$ 157,927.40			\$ -	\$ -	*	\$ -	*
3700	Advertising		\$ 12,466.78	\$ 15,000.00	\$ 15,000.00	\$ 11,000.00	\$ 15,000.00	0.00%	\$ 7,250.00	-51.67%
3818	Golf Consignment Inv COGS		\$ 6,233.81			\$ -	\$ -	*	\$ -	*
3914	Contract Services		\$ 1,170.00	\$ 1,500.00	\$ 1,500.00	\$ 1,443.00	\$ 4,000.00	166.67%	\$ 3,500.00	133.33%
3994	Tree Service		\$ 850.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 15,000.00	650.00%	\$ 14,500.00	625.00%
4391	Equipment Rent		\$ 54,428.72	\$ 80,000.00	\$ 37,600.00	\$ 21,000.00	\$ 21,000.00	-73.75%	\$ 21,000.00	-73.75%
4511	Multi-Peril Insurance		\$ 965.73	\$ 1,014.00	\$ 1,014.00	\$ 1,069.00	\$ 1,131.00	11.54%	\$ 1,131.00	11.54%
4521	Auto Liability		\$ 2,146.00	\$ 2,253.00	\$ 2,253.00	\$ 2,078.00	\$ 2,182.00	-3.15%	\$ 2,182.00	-3.15%
4541	Employee Personal Liability		\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	*	\$ 40.00	*
4911	Subscriptions		\$ 151.76	\$ 300.00	\$ 300.00	\$ 175.00	\$ 300.00	*	\$ 200.00	*
4912	Fees & Dues		\$ 2,216.00	\$ 1,200.00	\$ 1,200.00	\$ 3,147.29	\$ 2,550.00	112.50%	\$ 2,550.00	112.50%
4990	Equipment Expense		\$ 6,462.80	\$ 3,000.00	\$ 3,000.00	\$ 1,183.00	\$ 1,500.00	-50.00%	\$ 250.00	*
9561	Office Supplies		\$ 55.70	\$ 300.00	\$ 300.00	\$ 100.00	\$ 300.00	*	\$ 100.00	*
	Total Operating Expenditures		\$ 451,951.15	\$ 300,037.00	\$ 257,637.00	\$ 240,707.63	\$ 320,434.00	6.80%	\$ 231,545.00	-22.83%
5083	Utility Club Cart		\$ 18,322.48	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
5136	All Terrain Vehicle		\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	~	\$ 12,000.00	~
5305	Computerized Signal System		\$ -	\$ -	\$ -	\$ -	\$ 17,093.02	~	\$ -	*
5484	Trim Mower		\$ -	\$ -	\$ -	\$ -	\$ 16,500.00	~	\$ -	*
5587	Golf Carts		\$ 184,451.32	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
5620	Ballfield Machine		\$ -	\$ -	\$ -	\$ -	\$ 13,000.00	~	\$ -	*
5837	Shelter Construction		\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	~	\$ -	*
5920	Driving Range Construction		\$ -	\$ -	\$ -	\$ -	\$ 14,600.00	~	\$ -	*
5938	Golf Course			\$ -	\$ 105,000.00	\$ 105,000.00	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 202,773.80	\$ -	\$ 105,000.00	\$ 105,000.00	\$ 86,193.02	~	\$ 12,000.00	~
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Parks & Recreation-Golf Course Budget		\$ 961,691.26	\$ 612,657.53	\$ 675,257.53	\$ 658,258.81	\$ 859,002.85	40.21%	\$ 595,492.03	-2.80%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Parks & Recreation - 7461				
Division:		Golf Course - 7461				
Dept. Head-Felicia Brown						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		2 additional positions requested. 1 position to perform maintenance on older specialty turf mowers Council decided to buy. 1 position to assist with coverage in Pro Shop and provide another layer of checks and balances.	\$ 124,202.19	\$ 217,842.24	\$ 180,487.63
1220	Salaries & Wages Overtime		Specialty events causing staff to work over 40 hours in a week.	\$ 1,180.06	\$ 1,200.00	\$ 1,200.00
1224	Cell Phone Stipend			\$ 27.69	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time		More staff coverage needed as course is more active. If FT requests are not granted, will not need more pt staff help; How much for Pro Shop labor Maintenance Shop labor? Felicia to follow up cfg 4/29/2020 10:17 AM	\$ 118,860.50	\$ 140,000.00	\$ 98,128.46
1275	Salaries & Wages Bonus			\$ 515.83	\$ 1,912.50	\$ -
1278	Wellness Earnings			\$ 224.92	\$ 900.00	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,978.36	\$ 27,736.97	\$ 21,461.01
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 25,616.22	\$ 22,591.34	\$ 18,623.82
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 9,400.45	\$ 8,902.99	\$ 7,296.31
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 11,639.40	\$ 27,795.00	\$ 21,255.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 101.76	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance		\$ 119.00	\$ 119.00
1860	Worker's Compensation		Provided by Finance	\$ 2,803.80	\$ 2,465.00	\$ 2,465.00
	Total Salaries & Benefits			\$ 312,551.18	\$ 452,375.83	\$ 351,947.03
1915	Bank Fees			\$ 13,654.96	\$ 14,500.00	\$ 14,500.00
1931	Medical Treatment			\$ -	\$ 250.00	\$ 250.00
1932	Medical Exams			\$ 152.75	\$ 350.00	\$ 350.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -
2111	Cleaning Supplies			\$ 950.00	\$ 1,500.00	\$ 1,200.00
2121	Uniforms		Staff shirts for Pro Shop staff; staff shirts and pants for Maint. Staff	\$ 1,050.00	\$ 2,000.00	\$ 2,000.00
2123	Protective Clothing		PPE's for Maint. Staff	\$ 500.00	\$ 500.00	\$ 500.00
2124	Shoes-Steel Toe		Yearly purchase for those eligible	\$ 288.00	\$ 576.00	\$ 400.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2203	Employee Appreciation		Request for annual Christmas Party allowance for FT and PPT staff	\$ 114.16	\$ 200.00	\$ 200.00
2323	Other Training	Y		\$ 435.00	\$ 2,505.00	\$ 1,505.00
2391	First Aid		Used to purchase 1st aid supplies used in case of injury to staff personnel, volunteers and other program participants.	\$ 500.00	\$ 2,000.00	\$ 1,000.00
2392	Health Maintenance Program					\$ -
2501	Vehicle Operation/Maintenance		Fuel and maintenance of all department vehicles, tractors, mowers and golf carts.	\$ 3,000.00	\$ 10,000.00	\$ 6,500.00
2502	Vehicle Fuel			\$ 2,900.00	\$ 5,400.00	\$ 3,900.00
2591	Fuel For Equipment		Diesel fuel for grounds maint. Vehicles	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
2601	Office Supplies		Purchase supplies and equipment necessary to operate golf course offices.	\$ 1,000.00	\$ 1,500.00	\$ 712.00
2920	Pro Shop Expense		Purchase pro shop supplies necessary for resale to the golfing public including but not limited to soft drinks, alcohol, snack, food items, gloves, golf balls, clubs. - RESALE GL #8490	\$ 30,000.00	\$ 50,000.00	\$ 30,000.00
2989	Operational Supplies - Maint.					
2991	Mosquito Control			\$ 265.81		
2993	Operational Supplies		Purchase equipment and supplies necessary in the daily operation of maintaining a golf course to include but not limited to marking paint, range balls, insecticide, fungicide, pre-emergents, fertilizers, grass seed.	\$ 60,000.00	\$ 80,000.00	\$ 50,000.00
2994	Tools		Purchase necessary hand tools for golf course maintenance operations including weed eaters, chain saws, wrenches.	\$ 1,730.00	\$ 2,700.00	\$ 1,125.00
3121	Travel	Y		\$ 3,581.66	\$ 2,750.00	\$ 1,750.00
3250	Postage			\$ 200.00	\$ 200.00	\$ 200.00
3310	Electricity			\$ 25,000.00	\$ 27,000.00	\$ 18,750.00
3511	Building Maintenance		Purchases to maintain golf course buildings and structures in a safe and attractive condition, pest control monthly service and HVAC maintenance.	\$ 3,000.00	\$ 3,500.00	\$ 2,750.00

JUSTIFICATION SHEET Fiscal Year FY20-21				Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Dept. Head-Felicia Brown		
Dept #:		Parks & Recreation - 7461		Green Cell - Department Input		
Division:		Golf Course - 7461				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3522	Machine/Equipment Maintenance		Maintenance of golf course equipment such as turf mowers, golf carts, irrigation and repairs, bar oils and lubricants, blades and fencing	\$ 29,150.00	\$ 30,000.00	\$ 21,250.00
3599	Storm Damage Cleanup					
3700	Advertising		Purchase various advertising on billboards, publications, radio and social media.	\$ 11,000.00	\$ 15,000.00	\$ 7,250.00
3818	Golf Consignment Inv COGS					
3914	Contract Services	Y		\$ 1,443.00	\$ 4,000.00	\$ 3,500.00
3994	Tree Service		Tree pruning and removal	\$ 2,000.00	\$ 15,000.00	\$ 14,500.00
4391	Equipment Rent		Necessary to rent equipment for maintenance purposes and additional golf carts for larger tournaments.	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,069.00	\$ 1,131.00	\$ 1,131.00
4521	Auto Liability		Provided by Finance	\$ 2,078.00	\$ 2,182.00	\$ 2,182.00
4541	Employee Personal Liability		Provided by Finance	\$ 40.00	\$ 40.00	\$ 40.00
4911	Subscriptions	Y		\$ 175.00	\$ 300.00	\$ 200.00
4912	Fees & Dues	Y		\$ 3,147.29	\$ 2,550.00	\$ 2,550.00
4990	Equipment Expense		Small equipment for Pro Shop and Office	\$ 1,183.00	\$ 1,500.00	\$ 250.00
9561	Office Supplies			\$ 100.00	\$ 300.00	\$ 100.00
	Total Operating Expenditures			\$ 240,707.63	\$ 320,434.00	\$ 231,545.00
5083	Utility Club Cart				\$ -	\$ -
5136	All Terrain Vehicle		Golf Range Picker		\$ 10,000.00	\$ 12,000.00
5305	Computerized Signal System		Irrigation Control System		\$ 17,093.02	\$ -
5484	Trim Mower		Walker t27i - Vacuum Mower		\$ 16,500.00	\$ -
5587	Golf Carts				\$ -	\$ -
5620	Ballfield Machine		Range Ball Vending Machine		\$ 13,000.00	\$ -
5837	Shelter Construction		Storage area for Range Ball Vending Machine Cover & Close in Old Picnic Shelter		\$ 15,000.00	\$ -
5920	Driving Range Construction		Concrete Driving Range Path		\$ 14,600.00	\$ -
5938	Golf Course		PNC D#038-G	\$ 105,000.00	\$ -	\$ -
	Total Capital Outlay			\$ 105,000.00	\$ 86,193.02	\$ 12,000.00
			Provided by Finance			
	Total Debt Service			\$ -	\$ -	\$ -
	Total Parks & Recreation-Golf Course Budget			\$ 658,258.81	\$ 859,002.85	\$ 595,492.03

CAPITAL OUTLAY																		
Fiscal Year FY20-21																		
Fund: 11-General Fund Dept. Head-Felicia Brown																		
Dept #: Parks & Recreation - 7461																		
Division: Golf Course - 7461																		
Current Asset Information										Replacement Asset Information								
Maintenance Cost History																		
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?		
1	5136	N/A	New Addition	N/A	N/A	N/A				N		Golf Range Picker	Golf Cart with protective cage that will be used to pick up golf balls on Driving Range. Many times the balls have to be retrieved during the day, not at the end of the day (too dark). We currently use a golf cart with a protective netting; however, balls can still land in golf cart. We also pull this golf cart from our fleet - one less cart to rent. Getting a golf range picker with cage is safer for our employees and we are not depleting our fleet of rentable golf carts.	\$ 10,000.00	\$ 12,000.00	N		
2	5305	N/A	Replacement - Irrigation Control System	UNKNOWN	N/A	N/A				N		Irrigation Control System	New controller for the irrigation system at golf course. Current one is 20+ years old, continuously needs repair. System should automatically turn on, but radio and antennae not communicating properly.	\$ 17,093.02	\$ -	N		
3	5484	N/A	New Addition	N/A	N/A	N/A				N	2	Walker T271 (Trim Finish Mower)	This vacuum mower would be used for the GEC and Pro Shop grounds to maintain mowing and leaf removal.	\$ 16,500.00	\$ -	N		
4	5620	N/A	New Addition	N/A	N/A	N/A				N	1	Range Ball Vending Machine	With the relocation of the Pro Shop, it is very inconvenient for customers to have to travel to Pro Shop to purchase range balls. This vending machine will be placed near the driving range for the ease and convenience of our clientele.	\$ 13,000.00	\$ -	N		
5	5837	N/A	New Addition	N/A	N/A	N/A				N		Storage area for Range Ball Vending Machine	It is best if this machine is kept under a cover - it does not need to be entirely enclosed.	\$ 8,000.00	\$ -	N		
6	5837	N/A	New Addition	N/A	N/A	N/A				N		Reshingle and wall up what used to be a picnic shelter.	This would serve as a place to store fertilizers and seed and other materials that will not fit in the maintenance building.	\$ 7,000.00	\$ -	N		
7	5920	N/A	New Addition	N/A	N/A	N/A				N	1	82.5 yards of concrete + labor to finish the road behind the Driving Range Tee	This would complete this project; should City decide to use in-house labor (Public Works), deduct \$5,000 from request	\$ 14,600.00	\$ -	N		
8																		
9																		
10																		
Total Capital Outlay Request				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ 86,193.02	\$ 12,000.00			

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Felicia Brown		
Dept #: Parks & Recreation - 7461					
Division: Golf Course - 7461					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Landscape Conf. & Trade Show (Doug)		\$ 40.00	\$ 40.00
2		Cert. Program to Advance Golf Exec. Management (Obie)		\$ 1,500.00	\$ 1,500.00
3		CGCSA Trade Show / Seminar		\$ 435.00	\$ 435.00
4		Nash CC		\$ 30.00	\$ 30.00
5		PGA Conference / Trade Show / Meetings		\$ 500.00	\$ 500.00
6		Expenditures as of March 9, 2020	\$ 435.00		
7		Per CM/ACM cut Training			\$ (1,000.00)
8					
9					
10					
		Total - 2323 Other Training	\$ 435.00	\$ 2,505.00	\$ 1,505.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	CGCSA Conf. & Trade Show (Doug)		\$ 750.00	\$ 750.00
2	PGA Show/Conferences/Annual Meetings (Obie)	\$ 560.00	\$ 2,000.00	\$ 2,000.00
3				
4	Expenditures as of March 9, 2020	\$ 3,021.66		
5	Per CM/ACM 5/19/20 cut Travel			\$ (1,000.00)
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 3,581.66	\$ 2,750.00	\$ 1,750.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Contracted light cleaning - Wayne Opportunity Center	\$ 1,443.00	\$ 2,000.00	\$ 1,500.00
2	Printer/Copier - lease and maintenance agreement		\$ 2,000.00	\$ 2,000.00
3				
4				
5				
6				
7				
8				
9				
10				
Total - 3914 Contract Services		\$ 1,443.00	\$ 4,000.00	\$ 3,500.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 11-General Fund			Dept. Head-Felicia Brown		
Dept #: Parks & Recreation - 7461					
Division: Golf Course - 7461					
Account: 4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Newspaper subscription	\$ 175.00	\$ 300.00	\$ 200.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 175.00	\$ 300.00	\$ 200.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	PGA Fees (Obie)	\$ 900.00	\$ 900.00	\$ 900.00
2	Carolina Golf Course Superintendents Association (Joe)		\$ 200.00	\$ 200.00
3	CGCSA (Doug)		\$ 100.00	\$ 100.00
4	Expenditures as of March 9, 2020	\$ 1,397.29		
5	USGA		\$ 150.00	\$ 150.00
6	Carolina Golf Association		\$ 350.00	\$ 350.00
7	State of NC Beverage Licences	\$ 850.00	\$ 850.00	\$ 850.00
8				
9				
10				
	Total - 4912 Fees & Dues	\$ 3,147.29	\$ 2,550.00	\$ 2,550.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	7315	Non-Recurring Capital Outlay		Dept. Head					
Division:		7315	~	~ = Division by Zero					
				* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$ -	\$ -	\$ -	\$ 119,700.00	\$ 110,963.00	~	\$ 110,963.00	~
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ 119,700.00	\$ 110,963.00	~	\$ 110,963.00	~
4543	Insurance Deductible Claims	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	~	\$ 10,000.00	~
4801	Economic Development Incentive-Alta Foods	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	~	\$ 5,000.00	~
4802	Economic Development Incentive-WNB Landlords	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00	~	\$ 200,000.00	~
4803	Economic Development Incentive-Stromberg Foods	\$ -	\$ -	\$ -	\$ -	\$ 5,222.00	~	\$ 5,222.00	~
4804	Economic Development Incentive-Michael Aram	\$ -	\$ -	\$ -	\$ -	\$ 17,000.00	~	\$ 17,000.00	~
4805	Economic Development Incentive-Atlantic Casualty	\$ -	\$ -	\$ -	\$ -	\$ 9,100.00	~	\$ 9,100.00	~
4909	Land Lease Payable (Farms)	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	~	\$ 10,000.00	~
4910	Property Taxes - DGDC	\$ -	\$ -	\$ -	\$ 228.00	\$ 250.00	*	\$ 250.00	*
4913	Institute Of Government	\$ -	\$ -	\$ -	\$ 14,252.00	\$ 14,300.00	~	\$ 14,300.00	~
4914	League Of Municipalities	\$ -	\$ -	\$ -	\$ 25,412.00	\$ 25,500.00	~	\$ 25,500.00	~
4918	National League Of Cities	\$ -	\$ -	\$ -	\$ 3,419.00	\$ 3,450.00	~	\$ 3,450.00	~
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ 68,311.00	\$ 299,822.00	~	\$ 299,822.00	~
5922	Driving Range Effluent Irrigation	\$ -	\$ 80,000.00	\$ 80,000.00	\$ -	\$ -	*	\$ -	*
5927	Passenger Shelter	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 13,433.12	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 105,000.00	\$ 105,000.00	\$ 13,433.12	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Non-Recurring Capital Outlay-~ Budget	\$ -	\$ 105,000.00	\$ 105,000.00	\$ 201,444.12	\$ 410,785.00	291.22%	\$ 410,785.00	291.22%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Non-Recurring Capital Outlay - 7315				
Division:		~ - 7315				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1834	City's Portion Retiree Health Insur		Retiree Health Insurance Benefit per Personnel Policy - approx 12 retirees	\$ 119,700.00	\$ 110,963.00	\$ 110,963.00
	Salaries & Wages Overtime			\$ 119,700.00	\$ 110,963.00	\$ 110,963.00
4543	Insurance Deductible Claims		Reserve for potential claims. City's deductible is \$10K for most claims.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
4801	Economic Development Incentive-Alta Foods		Per signed agreement	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
4802	Economic Development Incentive-WNB Landlords		Per signed agreement	\$ -	\$ 200,000.00	\$ 200,000.00
4803	Economic Development Incentive-Stromberg Foods		Per signed agreement	\$ -	\$ 5,222.00	\$ 5,222.00
4804	Economic Development Incentive-Michael Aram		Per signed agreement	\$ -	\$ 17,000.00	\$ 17,000.00
4805	Economic Development Incentive-Atlantic Casualty		Per signed agreement	\$ -	\$ 9,100.00	\$ 9,100.00
4909	Land Lease Payable (Farms)		Rent proceeds owed to Wayne County for their 50% portion of shared farm leases. Funded with Land Lease Revenue.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
4910	Property Taxes - DGDC		Per signed agreement	\$ 228.00	\$ 250.00	\$ 250.00
4913	Institute Of Government		UNC School of Government \$10,000; School of Government Foundation \$4,252	\$ 14,252.00	\$ 14,300.00	\$ 14,300.00
4914	League Of Municipalities		NC League of Municipalities	\$ 25,412.00	\$ 25,500.00	\$ 25,500.00
4918	National League Of Cities		National League of Cities membership	\$ 3,419.00	\$ 3,450.00	\$ 3,450.00
	Worker's Compensation			\$ 68,311.00	\$ 299,822.00	\$ 299,822.00
5922	Driving Range Effluent Irrigation		Per signed agreement	\$ -	\$ -	\$ -
5927	Passenger Shelter		3 bus shelters approved by Council	\$ 13,433.12	\$ -	\$ -
	Total Capital Outlay			\$ 13,433.12	\$ -	\$ -
						\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Non-Recurring Capital Outlay~ Budget			\$ 201,444.12	\$ 410,785.00	\$ 410,785.00

CITY OF GOLDSBORO**ECONOMIC DEVELOPMENT AGREEMENTS - FY21 BUDGET****PREPARED: CFG 5/29/2020 11:37 AM**

Company	Agreement	Total	FY	Amount
Alta	12/5/2016	\$25,000.00	2021	\$5,000.00
Alta	12/17/2018	\$26,875.00	2021	\$0.00
Michael Aram	12/16/2019	\$440,000.00	2021	\$17,000.00
Atlantic Casualty	3/17/2020	\$100,000.00	2021	\$9,100.00
WNB Landlords	2/15/2019	\$300,000.00	2021	\$200,000.00
Stromberg Foods	2/26/2017	\$26,110.00	2021	\$5,222.00
Total Economic Development Incentives		<u><u>\$917,985.00</u></u>		<u><u>\$236,322.00</u></u>

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head					
Dept #:	8101	Transfers & Shared Services		~ = Division by Zero					
Division:	8101	~		* = Change < \$500					
				Purple Cell-Finance Input					
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1276	Salary Reserve		\$ 14,259.07	\$ 14,259.07	\$ -	\$ 500,000.00	3406.54%	\$ -	*
1860	Worker's Compensation		\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	0.00%	\$ -	*
	Total Salaries & Benefits	\$ -	\$ 164,259.07	\$ 164,259.07	\$ 150,000.00	\$ 650,000.00	295.72%	\$ -	*
81003	Transfer to Capital Projects	\$ -	\$ 767,658.00	\$ 767,658.00	\$ 658,658.00	\$ 200,000.00	-73.95%	\$ 10,017.00	-98.70%
81004	Transfer to Special Revenue Fund	\$ 720,688.00			\$ -	\$ -	*	\$ -	*
81005	Transfer to Capital Reserve Fund		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
	Total Transfers	\$ 720,688.00	\$ 768,658.00	\$ 768,658.00	\$ 659,658.00	\$ 201,000.00	-73.85%	\$ 11,017.00	-98.57%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Transfers & Shared Services~ Budget	\$ 720,688.00	\$ 932,917.07	\$ 932,917.07	\$ 809,658.00	\$ 851,000.00	-8.78%	\$ 11,017.00	-98.82%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Transfers & Shared Services - 8101				
Division:		~ - 8101				
		Dept. Head-				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1276	Salary Reserve		Rough estimate of 2% Raise + 35% benefits as placeholder in Dept Request	\$ -	\$ 500,000.00	\$ -
1860	Worker's Compensation		Reserve for Worker's comp Claims.	\$ 150,000.00	\$ 150,000.00	\$ -
Total Salaries & Benefits				\$ 150,000.00	\$ 650,000.00	\$ -
81003	Transfer to Capital Projects		FY20 - Transfer for Tiger Project (R1103) \$558,658 as adopted; Transfer for Tiger Project (R1103) funding for Stage at Hub \$100,000. FY21-Funding for Tiger Grant R1103 \$200,000.	\$ 658,658.00	\$ 200,000.00	\$ 10,017.00
81004	Transfer to Special Revenue Fund		None expected for FY21	\$ -	\$ -	\$ -
81005	Transfer to Capital Reserve Fund		Need guidance on what figure to request for FY21 - cfg 4/2/2020 5:23 PM	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Total Transfers				\$ 659,658.00	\$ 201,000.00	\$ 11,017.00
					\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -
Total Transfers & Shared Services-~ Budget				\$ 809,658.00	\$ 851,000.00	\$ 11,017.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:	8111	Dept. Head							
Division:		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4920	Arbitrage Rebate Fees		\$ 1,500.00	\$ 1,500.00	\$ 6,100.00	\$ 7,400.00	393.33%	\$ 7,400.00	393.33%
	Total Operating Expenditures	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 6,100.00	\$ 7,400.00	393.33%	\$ 7,400.00	393.33%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7100	Bond Principal		\$ 342,098.00	\$ 342,098.00	\$ 686,626.00	\$ 699,320.00	104.42%	\$ 699,320.00	104.42%
7130	Golf Course Loan Repayment		\$ -	\$ -	\$ 694,527.00	\$ -	*	\$ -	*
7131	Golf Course Equipment Loan		\$ -	\$ 42,400.00	\$ 42,065.00	\$ 56,086.00	~	\$ 56,086.00	~
7132	Recreation Center Loan Payment		\$ 491,336.00	\$ 491,336.00	\$ 641,336.00	\$ 627,193.00	27.65%	\$ 627,193.00	27.65%
7160	Lease Purchase Payment		\$ 1,877,160.00	\$ 1,877,160.00	\$ 1,963,029.00	\$ 1,646,833.00	-12.27%	\$ 1,290,958.00	-31.23%
7161	City Hall Loan Payment		\$ 400,445.00	\$ 400,445.00	\$ 444,848.00	\$ 378,172.00	-5.56%	\$ 378,172.00	-5.56%
7164	Paramount Loan Payment		\$ 299,744.00	\$ 299,744.00	\$ 299,821.00	\$ 201,831.00	-32.67%	\$ 201,831.00	-32.67%
7165	Streetscape Debt Svc		\$ 69,315.00	\$ 69,315.00	\$ 69,345.00	\$ 66,432.00	-4.16%	\$ 66,432.00	-4.16%
7167	Tiger Match/Settlement Loan		\$ 343,228.00	\$ 343,228.00	\$ 343,228.00	\$ 335,579.00	-2.23%	\$ 335,579.00	-2.23%
7168	Police Settlement Payment		\$ 193,418.00	\$ 193,418.00	\$ 193,418.00	\$ 190,145.00	-1.69%	\$ 190,145.00	-1.69%
7171	Police Evidence Loan		\$ 512,645.00	\$ 512,645.00	\$ 512,645.00	\$ 522,693.00	1.96%	\$ 522,693.00	1.96%
7172	Herman Park Center Loan		\$ -	\$ -	\$ -	\$ 1,140,721.00	~	\$ -	*
7173	SJAFB Comm Refuse Eq Loan		\$ 69,128.00	\$ 69,128.00	\$ 68,420.00	\$ 68,526.00	-0.87%	\$ 68,526.00	-0.87%
7200	Bond Interest		\$ 452,487.00	\$ 452,487.00	\$ 447,949.00	\$ 413,957.00	-8.52%	\$ 413,957.00	-8.52%
	Total Debt Service	\$ -	\$ 5,051,004.00	\$ 5,093,404.00	\$ 6,407,257.00	\$ 6,347,488.00	25.67%	\$ 4,850,892.00	-3.96%
	Total Debt Service--~ Budget	\$ -	\$ 5,052,504.00	\$ 5,094,904.00	\$ 6,413,357.00	\$ 6,354,888.00	25.78%	\$ 4,858,292.00	-3.84%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Debt Service - 8111		
Division:	~ - 8111		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
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	\$ 6,100.00	\$ 7,400.00	\$ 7,400.00
Total Operating Expenditures				\$ 6,100.00	\$ 7,400.00	\$ 7,400.00
					\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -
7100	Bond Principal		Per Debt Service Schedules	\$ 686,626.00	\$ 699,320.00	\$ 699,320.00
7130	Golf Course Loan Repayment		Correct D#004-GE, #019-GE & 021-GE splits incorrect. Analysis workpaper Reconcile D 004-GE 019-GE 021-GE to Loan Docs.xlsx. This account is just a place holder. Cfg 4/26/2020 6:53 PM	\$ 694,527.00	\$ -	\$ -
7131	Golf Course Equipment Loan		Per Debt Service Schedules	\$ 42,065.00	\$ 56,086.00	\$ 56,086.00
7132	Recreation Center Loan Payment		Per Debt Service Schedules	\$ 641,336.00	\$ 627,193.00	\$ 627,193.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 1,963,029.00	\$ 1,646,833.00	\$ 1,290,958.00
7161	City Hall Loan Payment		Per Debt Service Schedules	\$ 444,848.00	\$ 378,172.00	\$ 378,172.00
7164	Paramount Loan Payment		Per Debt Service Schedules	\$ 299,821.00	\$ 201,831.00	\$ 201,831.00
7165	Streetscape Debt Svc		Per Debt Service Schedules	\$ 69,345.00	\$ 66,432.00	\$ 66,432.00
7167	Tiger Match/Settlement Loan		Per Debt Service Schedules	\$ 343,228.00	\$ 335,579.00	\$ 335,579.00
7168	Police Settlement Payment		Per Debt Service Schedules	\$ 193,418.00	\$ 190,145.00	\$ 190,145.00
7171	Police Evidence Loan		Per Debt Service Schedules	\$ 512,645.00	\$ 522,693.00	\$ 522,693.00
7172	Herman Park Center Loan		Per Debt Service Schedules; Remove Mgr Recomm. Cfg 5/17/2020 10:10 AM	\$ -	\$ 1,140,721.00	\$ -
7173	SJAFB Comm Refuse Eq Loan		Per Debt Service Schedules	\$ 68,420.00	\$ 68,526.00	\$ 68,526.00
7200	Bond Interest		Per Debt Service Schedules	\$ 447,949.00	\$ 413,957.00	\$ 413,957.00
Total Debt Service				\$ 6,407,257.00	\$ 6,347,488.00	\$ 4,850,892.00
Total Debt Service-~ Budget				\$ 6,413,357.00	\$ 6,354,888.00	\$ 4,858,292.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:	1110-General Fund Capital Reserve		Dept. Head	Catherine Gwynn					
Dept #:	1110-8000	Revenues-General Fund Capital Reserve	~ = Division by Zero						
Division:	1110-8000	~	* = Change < \$500						
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
58011	Transfer From General Fund	\$ -	\$ 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	0.00%	\$ 1,000.00	0.00%
8583	Fund Balance Withdrawal		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Revenues-General Fund Capital Reserve-~ Budget	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%

JUSTIFICATION SHEET	Fiscal Year FY20-21	Blue Font - Detail Schedule Requested
Fund:	1110-General Fund Capital Reserve Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues-General Fund Capital Reserve - 1110-8000	
Division:	~ - 1110-8000	

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
58011	Transfer From General Fund		Pay-Go for Future Capital Outlay	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Total-Transfers & Shared Services-0008			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8583	Fund Balance Withdrawal		None	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -
	Total Revenues-General Fund Capital Reserve-~ B			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

EXPENDITURE SHEET		Fiscal Year FY20-21								
Fund:	1110-General Fund Capital Reserve			Dept. Head	Catherine Gwynn					
Dept #:	1110-8101	General Fund Capital Reserve			~ = Division by Zero					
Division:	1110-8101	~			* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	
81002	Transfer to Fund Balance	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	~	\$ 1,000.00	~	
81003	Transfer to Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	
	Total Transfers & Shared Services	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	~	\$ 1,000.00	~	
	Total General Fund Capital Reserve~ Budget	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	~	\$ 1,000.00	~	

JUSTIFICATION SHEET	Fiscal Year FY20-21	Blue Font - Detail Schedule Requested
Fund:	1110-General Fund Capital Reserve Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	General Fund Capital Reserve - 1110-8101	
Division:	~ - 1110-8101	

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
81002	Transfer to Fund Balance			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
81003	Transfer to Capital Projects					
	Total Transfers & Shared Services			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Total General Fund Capital Reserve~ Budget			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		15-Stormwater Fund		Dept. Head	Catherine Gwynn				
Dept #:	Revenues	Revenues-Stormwater		~ = Division by Zero					
Division:	Revenues	~		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8269	Stormwater Fee	\$ 1,505,207.60	\$ 1,366,249.00	\$ 1,366,249.00	\$ 1,505,208.00	\$ 1,500,000.00	9.79%	\$ 1,500,000.00	9.79%
	Total-Charges for Services-0004	\$ 1,505,207.60	\$ 1,366,249.00	\$ 1,366,249.00	\$ 1,505,208.00	\$ 1,500,000.00	9.79%	\$ 1,500,000.00	9.79%
8180	Investment Interest	\$ 702.48	\$ -	\$ -	\$ 8,375.00	\$ 8,000.00	~	\$ 8,000.00	~
8267	Loan Proceeds	\$ -	\$ -	\$ -	\$ -	\$ 267,600.00	~	\$ 267,600.00	~
	Total-Capital Returns-0005	\$ 702.48	\$ -	\$ -	\$ 8,375.00	\$ 275,600.00	~	\$ 275,600.00	~
8583	Fund Balance Withdrawal		\$ -	\$ 101,232.00	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 101,232.00	\$ -	\$ -	*	\$ -	*
	Total Revenues	\$ 1,505,910.08	\$ 1,366,249.00	\$ 1,467,481.00	\$ 1,513,583.00	\$ 1,775,600.00	29.96%	\$ 1,775,600.00	29.96%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		15-Stormwater Fund		Dept. Head-Catherine Gwynn	
Dept #:		Revenues-Stormwater - Revenues		Green Cell - Department Input	
Division:		~ - Revenues			

FISCAL YEAR 2020-21 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 & Storm Water 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
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas
- Continue to improve and advance the capabilities of the new 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 cost between in-house and contracted Stormwater projects
- Funding to map and assess the City's entire Stormwater conveyance infrastructure system—currently nonexistent

BUDGET SHEET		Fiscal Year FY20-21							
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		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 363,502.38	\$ 394,981.00	\$ 394,981.00	\$ 350,102.54	\$ 423,974.99	7.34%	\$ 430,874.96	9.09%
1220	Salaries & Wages Overtime	\$ 9,641.76	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
1274	Call Duty Pay	\$ 3,357.14	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,169.07	\$ -	\$ -	\$ 3,507.66	\$ 4,956.00	~	\$ 4,956.00	~
1276	Salary Reserve	\$ -	\$ 7,292.00	\$ 7,292.00	\$ 7,292.00	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,742.54	\$ -	\$ -	\$ 3,600.00	\$ 3,600.00	~	\$ 3,600.00	~
1280	Vacation Pay Out		\$ -	\$ -	\$ 5,281.57	\$ -	*	\$ -	*
1810	Social Security	\$ 27,555.27	\$ 30,924.00	\$ 30,924.00	\$ 28,996.08	\$ 33,796.25	9.29%	\$ 34,324.09	10.99%
1821	NCLGERS-Retirement	\$ 30,067.71	\$ 36,462.00	\$ 36,462.00	\$ 38,471.93	\$ 44,840.77	22.98%	\$ 45,541.12	24.90%
1822	401-K Retirement	\$ 13,467.89	\$ 16,169.00	\$ 16,169.00	\$ 15,161.35	\$ 17,671.24	9.29%	\$ 17,947.24	11.00%
1830	Hospital Insurance	\$ 56,805.12	\$ 63,600.00	\$ 63,600.00	\$ 78,480.00	\$ 78,480.00	23.40%	\$ 78,480.00	23.40%
1835	Group Term Life Insurance Coverage	\$ 349.34	\$ -	\$ -	\$ 381.60	\$ 419.76	*	\$ 419.76	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 187.00	*	\$ 187.00	*
1860	Worker's Compensation	\$ 16,149.81	\$ 670.00	\$ 670.00	\$ 20,030.00	\$ 690.00	2.99%	\$ 690.00	2.99%
	Total Salaries & Benefits	\$ 526,808.03	\$ 559,348.00	\$ 559,348.00	\$ 560,554.73	\$ 617,866.01	10.46%	\$ 626,270.17	11.96%
1932	Medical Exams	\$ 210.00	\$ -	\$ -	\$ 121.00	\$ 300.00	*	\$ 300.00	*
1991	Consultant Fees	\$ 10,100.00	\$ 13,000.00	\$ 13,000.00	\$ -	\$ 19,000.00	46.15%	\$ 19,000.00	46.15%
2121	Uniforms	\$ 5,866.27	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	0.00%	\$ 6,250.00	0.00%
2123	Protective Clothing	\$ 1,746.63	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%
2124	Shoes-Steel Toe	\$ 899.99	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,320.00	32.00%	\$ 1,320.00	32.00%
2203	Employee Appreciation	\$ -	\$ -	\$ -	\$ -	\$ 176.00	*	\$ 176.00	*
2323	Other Training	\$ 3,526.25	\$ 3,180.00	\$ 3,180.00	\$ 5,680.00	\$ 5,600.00	76.10%	\$ 5,600.00	76.10%
2501	Vehicle Operation/Maintenance	\$ 70,748.32	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%
2502	Vehicle Fuel	\$ 28,575.18	\$ 35,000.00	\$ 35,000.00	\$ 20,000.00	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%
2993	Operational Supplies	\$ 22,692.78	\$ 70,000.00	\$ 70,000.00	\$ 45,000.00	\$ 70,000.00	0.00%	\$ 61,596.00	-12.01%
2994	Tools	\$ 5,412.84	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
3121	Travel	\$ 314.36	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3210	Telephone	\$ 1,363.26	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00	0.00%	\$ 2,820.00	0.00%
3410	Printing	\$ 40.00	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*
3522	Machine/Equipment Maintenance	\$ 10,112.49	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3592	Maintenance Materials	\$ 38,128.95			\$ -	\$ -	*	\$ -	*
3594	Concrete Repairs	\$ 5,352.37	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
3913	Landfill Charges	\$ 44,427.14	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
3914	Contract Services		\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%

<div> <div> <div>ITURE SHEET</div> <div>Fund:</div> <div>Dept #:</div> <div>Division:</div> </div> <div> <div>Fiscal Year FY20-21</div> <div>15-Stormwater Fund</div> <div>Public Works</div> <div>Stormwater</div> </div> <div> <div>Dept. Head</div> <div>~ = Division by Zero</div> <div>* = Change < \$500</div> <div>Purple Cell-Finance Input</div> </div> <div> <div>Rick Fletcher</div> </div> </div>									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3950	Education Reimbursement	\$ -	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 2,500.00	127.27%	\$ 2,500.00	127.27%
3994	Tree Service	\$ 6,100.00	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
4221	Software License Fees	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 17,000.00	~	\$ 17,000.00	~
4521	Auto Liability	\$ 440.00	\$ 462.00	\$ 462.00	\$ 650.00	\$ 681.00	47.40%	\$ 681.00	47.40%
4541	Employee Personal Liability	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	*	\$ 16.00	*
4912	Fees & Dues	\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 600.00	200.00%	\$ 600.00	200.00%
4996	Finance	\$ 45,000.00			\$ -	\$ -	*	\$ -	*
9927	Contingency Appropriation	\$ -			\$ -	\$ -	*	\$ -	*
9970	Depreciation Expense	\$ -			\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 301,222.83	\$ 336,128.00	\$ 338,128.00	\$ 261,087.00	\$ 364,363.00	8.40%	\$ 355,959.00	5.90%
5150	Excavator	\$ 607.00	\$ 74,000.00	\$ 74,000.00	\$ 72,523.60	\$ -	*	\$ -	*
5200A	Technology Lease-FY21	\$ 607.00	\$ 74,000.00	\$ 74,000.00	\$ -	\$ 1,566.00	-97.88%	\$ 1,566.00	-97.88%
5219	Network Equipment					\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck	\$ 32,086.67			\$ -	\$ -	*	\$ -	*
5474	Dump Truck	\$ -	\$ -	\$ 75,702.00	\$ 75,702.00	\$ -	*	\$ -	*
5490	Street Sweeper	\$ -	\$ -	\$ -	\$ -	\$ 267,600.00	~	\$ 267,600.00	~
5672	Utility Trailer	\$ 5,680.45			\$ -	\$ -	*	\$ -	*
5673	Tiller	\$ -			\$ -	\$ -	*	\$ -	*
5678	Snow Plow	\$ -	\$ -	\$ 23,530.00	\$ 23,530.00	\$ -	*	\$ -	*
5991	Storm Drainage Improvements	\$ -	\$ 226,688.00	\$ 226,688.00	\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 38,981.12	\$ 374,688.00	\$ 473,920.00	\$ 171,755.60	\$ 269,166.00	-28.16%	\$ 269,166.00	-28.16%
7160	Lease Purchase Payment	\$ 124,897.10			\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ 124,897.10	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Stormwater Budget	\$ 991,909.08	\$ 1,270,164.00	\$ 1,371,396.00	\$ 993,397.33	\$ 1,251,395.01	-1.48%	\$ 1,251,395.17	-1.48%

ION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		15-Stormwater Fund		Green Cell - Department Input		
Dept #:		Public Works - 4137				
Division:		Stormwater - 4137				
		Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 350,102.54	\$ 423,974.99	\$ 430,874.96
1220	Salaries & Wages Overtime			\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1274	Call Duty Pay		\$125.00 per week x 26 weeks/year split with 4134	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus		12 employees x \$413.00	\$ 3,507.66	\$ 4,956.00	\$ 4,956.00
1276	Salary Reserve			\$ 7,292.00		
1278	Wellness Earnings		12 employees x \$300.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1280	Vacation Pay Out		No anticipated retirements FY2021	\$ 5,281.57	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 28,996.08	\$ 33,796.25	\$ 34,324.09
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 38,471.93	\$ 44,840.77	\$ 45,541.12
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 15,161.35	\$ 17,671.24	\$ 17,947.24
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 381.60	\$ 419.76	\$ 419.76
1850	Unemployment Compensation		Provided by Finance		\$ 187.00	\$ 187.00
1860	Worker's Compensation		Provided by Finance	\$ 20,030.00	\$ 690.00	\$ 690.00
Total Salaries & Benefits				\$ 560,554.73	\$ 617,866.01	\$ 626,270.17
1932	Medical Exams			\$ 121.00	\$ 300.00	\$ 300.00
1991	Consultant Fees	Y	Engineering requests this	\$ -	\$ 19,000.00	\$ 19,000.00
2121	Uniforms		Funds to provide for 10 employees and one supervisor.	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
2123	Protective Clothing		Funds to purchase PPE such as rain boots, gloves, respirators, goggles, etc.	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
2124	Shoes-Steel Toe		Funds to purchase the required steel-toed safety shoes for division employees. @ \$110.00 each	\$ 1,000.00	\$ 1,320.00	\$ 1,320.00
2203	Employee Appreciation				\$ 176.00	\$ 176.00
2323	Other Training	Y	Funds for registration fees for various certification and continuing educational opportunities	\$ 5,680.00	\$ 5,600.00	\$ 5,600.00
2501	Vehicle Operation/Maintenance		Funds for the operation and maintenance of vehicles and equipment assigned to this division as listed below:	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
2502	Vehicle Fuel		Funds for the purchase of fuel for the vehicles assignend to the division. Based on current fuel consumption and low fuel prices.	\$ 20,000.00	\$ 35,000.00	\$ 35,000.00

ION SHEET	Fiscal Year FY20-21		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	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2993	Operational Supplies		Funds to purchase materials and supplies necessary for storm sewer maintenance operations. Items include, but are not limited to, storm sewer frame and grates, mortar, cement, pipes, asphalt, rock and backfill dirt and other supplies, etc. This may also include catch basins and manhole lids. Requested amount includes \$500 for CDL requirements, \$500 for Hepatitis B vaccines, and \$500 for fire extinguisher inspections. Also includes funds for the purchase of Herbicides WeedSeeker system and treatment of Storm Water ditch lines.	\$ 45,000.00	\$ 70,000.00	\$ 61,596.00
2994	Tools		Funds to purchase hand tools such as shovels, rakes, pitchforks, brooms, floats, trowels, axes, power tools, concrete tools, etc. used in the daily operations of the division.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3121	Travel	Y	Funds for travel expenses incurred by employees attending training and certification classes & workshops.	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
3210	Telephone		Current budget adjusted for (3) iPhones to be used for supervisor, senior heavy equipment operator and the call-duty phone. Connection for (1) IPAD for the Jet-vac truck has also been added. (\$65 x 3 x 12 months = \$2340) (40 x 12 = 480)	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00
3410	Printing			\$ -	\$ 250.00	\$ 250.00
3522	Machine/Equipment Maintenance		Funds for the replacement of wearable components on equipment to include but not limited to JetVac hoses & nozzles, curtains & brooms for street sweepers.	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3592	Maintenance Materials		Combined with Operational Supplies			
3594	Concrete Repairs		Funds for the purchase of concrete, including environmental fees and fuel surcharges, for curb and gutter repairs and other miscellaneous concrete projects throughout the city related to Stormwater projects	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
3913	Landfill Charges		Funds for disposal of street sweeping, ditch clean out debris, and construction debris.	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00

ION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		15-Stormwater Fund		Green Cell - Department Input	
Dept #:		Public Works - 4137			
Division:		Stormwater - 4137			
		Dept. Head-Rick Fletcher			

CAPITAL OUTLAY		Fiscal Year FY20-21															
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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?	
1	5490	E1007	2004 Tymco Street Sweeper	\$ 141,186.00	58,321		\$ 5,447.72	\$ 21,594.18	\$12,893.62	N	1	Global R4 Street Sweeper	Replace 16yr old Tymco with mechanical issues	\$267,600.00	\$ 267,600.00	Y	
2	5991	N/A	Storm Drainage Improvements	N/A	N/A	N/A							Leslie/Beech -stormwater under structure \$125K; Virginia Street (homeowner) \$350-\$400K - Catch basin by homeowner Virginia Street down to Murray; Randy said he thinks there was a grant involved. So maybe we pay the grant back, pay the homeowner for the house than try to do the repair. cfig 4/29/2020 11:48 AM Randy said we need to put something in the budget for Leslie/Beech and Virginia St in the budget and then if we cut it out.	\$ -	\$ -	N	
3	5200A	N/A	Computer Replacement Schedule	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved from GF(1030)-seq #30 Capital Outlay	\$ 1,566.00	\$ 1,566.00	N	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Request				\$ 141,186.00		\$ -	\$ 5,447.72	\$ 21,594.18	\$ 12,893.62						\$ 269,166.00	\$ 269,166.00	

SUPPORTING SCHEDULE

Fiscal Year FY20-21

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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Annual Stormwater Reports-per Marty Anderson (Bill Savada does the reports)		\$ 19,000.00	\$ 19,000.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 1991 Consultant Fees	\$ -	\$ 19,000.00	\$ 19,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 15-Stormwater Fund****Dept. Head-Rick Fletcher****Dept #: Public Works - 4137****Division: Stormwater - 4137****Account: 2323 Other Training**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Storm water Hydrology course at NC State x 3 employees	\$ -	\$ 600.00	\$ 600.00
2	Backhoe operations and safety training x 3 employees	\$ -	\$ 600.00	\$ 600.00
3	Chemical Spill response OSHA Level II training x 3 employees	\$ -	\$ 300.00	\$ 300.00
4	Pesticides License trainings and certifications	\$ -	\$ 200.00	\$ 200.00
5	APWA Annual Stormwater Conference fees (3 employees)	\$ -	\$ 900.00	\$ 900.00
6	APWA Miscellances Courses (NC STATE LTAP)	\$ -	\$ 1,600.00	\$ 1,600.00
7	Stormwater Management Training	\$ -	\$ 1,400.00	\$ 1,400.00
8		\$ 5,680.00		
9				
10				
	Total - 2323 Other Training	\$ 5,680.00	\$ 5,600.00	\$ 5,600.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund:	15-Stormwater Fund		Dept. Head-Rick Fletcher		
Dept #:	Public Works - 4137				
Division:	Stormwater - 4137				
Account:	3121 Travel				

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Used to furnish meals/rental cars/lodging attending training	\$1,500.00	\$2,000.00	\$ 2,000.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3121 Travel	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Fee for trapper of aquatic animal control for ditches/streams	\$3,600.00	\$3,600.00	\$ 3,600.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 3914 Contract Services	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****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	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Pesticides and Collections 1 renewals 6@ \$50 ea		\$ 300.00	\$ 300.00
2	Annual Stormwater permit fee for the PW Complex 2@\$83 ea		\$ 200.00	\$ 200.00
3	Annual APWA renewal		\$ 100.00	\$ 100.00
4		\$ 200.00		
5				
6				
7				
8				
9				
10				
	Total - 4912 Fees & Dues	\$ 200.00	\$ 600.00	\$ 600.00

EXPENDITURE SHEET		Fiscal Year FY20-21								
Fund:		15-Stormwater Fund		Dept. Head						
Dept #:	8101	Transfers & Shared Services		~ = Division by Zero						
Division:	8101	~	* = Change < \$500							
			Purple Cell-Finance Input							
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1276	Salary Reserve		\$ -	\$ -	\$ -	\$ -	\$ 8,176.00	~	\$ 8,176.00	~
	Total Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	\$ 8,176.00	~	\$ 8,176.00	~
81002	Transfer to Fund Balance		\$ -	\$ -	\$ -	\$ -	\$ 32,358.00	~	\$ 32,358.00	~
81003	Transfer to Capital Projects		\$ -	\$ -	\$ -	\$ 225,000.00	\$ 250,000.00	~	\$ 250,000.00	~
88102	Shared Services - General Fund		\$ -	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 108,852.00	141.89%	\$ 108,852.00	141.89%
	Total Transfers & Shared Services		\$ -	\$ 45,000.00	\$ 45,000.00	\$ 270,000.00	\$ 391,210.00	769.36%	\$ 391,210.00	769.36%
						\$ -	\$ -	*	\$ -	*
	Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Transfers & Shared Services~ Budget		\$ -	\$ 45,000.00	\$ 45,000.00	\$ 270,000.00	\$ 399,386.00	787.52%	\$ 399,386.00	787.52%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:			15-Stormwater Fund		Green Cell - Department Input	
Dept #:			Transfers & Shared Services - 8101			
Division:			~ - 8101			
			Dept. Head-			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1276	Salary Reserve		Estimated for Cola/Merit	\$ -	\$ 8,176.00	\$ 8,176.00
0	Total Salaries & Benefits			\$ -	\$ 8,176.00	\$ 8,176.00
81002	Transfer to Fund Balance		Residual to transfer to fund balance	\$ -	\$ 32,358.00	\$ 32,358.00
81003	Transfer to Capital Projects		FY20 Transfer to Stormwater Cap Project Fund (T2201) for Virginia Street or Other Named Project. \$225K; FY21 Transfer \$250K	\$ 225,000.00	\$ 250,000.00	\$ 250,000.00
88102	Shared Services - General Fund		Shared Services provided by General Fund	\$ 45,000.00	\$ 108,852.00	\$ 108,852.00
	Total Transfers & Shared Services			\$ 270,000.00	\$ 391,210.00	\$ 391,210.00
					\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Transfers & Shared Services-~ Budget			\$ 270,000.00	\$ 399,386.00	\$ 399,386.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		15-Stormwater Fund							
Dept #:	8111	Dept. Head							
Division:		~ = Division by Zero							
8111 ~		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
					\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7160	Lease Purchase Payment	\$ -	\$ 125,085.00	\$ 125,085.00	\$ 125,085.00	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%
	Total Debt Service	\$ -	\$ 125,085.00	\$ 125,085.00	\$ 125,085.00	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%
	Total Debt Service-~ Budget	\$ -	\$ 125,085.00	\$ 125,085.00	\$ 125,085.00	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	15-Stormwater Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Debt Service - 8111		
Division:	~ - 8111		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
0	0					
	Total Operating Expenditures			\$ -	\$ -	\$ -
					\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 125,085.00	\$ 124,819.00	\$ 124,819.00
	Total Debt Service			\$ 125,085.00	\$ 124,819.00	\$ 124,819.00
	Total Debt Service-~ Budget			\$ 125,085.00	\$ 124,819.00	\$ 124,819.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		22-CDBG Fund							
Dept #:	8101	Transfers CDBG							
Division:	8101	~							
		Dept. Head ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
81002	Transfer to Fund Balance	\$ -	\$ 800.00	\$ 800.00	\$ -	\$ 800.00	0.00%	\$ 800.00	0.00%
	Total Transfers	\$ -	\$ 800.00	\$ 800.00	\$ -	\$ 800.00	0.00%	\$ 800.00	0.00%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Transfers CDBG~ Budget	\$ -	\$ 800.00	\$ 800.00	\$ -	\$ 800.00	0.00%	\$ 800.00	0.00%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	22-CDBG Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Transfers CDBG - 8101		
Division:	~ - 8101		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
81002	Transfer to Fund Balance		Unknown at this time. Cfg 4/2/2020 5:47 PM	\$ -	\$ 800.00	\$ 800.00
	Total Transfers			\$ -	\$ 800.00	\$ 800.00
					\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Transfers CDBG-~ Budget			\$ -	\$ 800.00	\$ 800.00

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		22-CDBG Fund		Dept. Head		Catherine Gwynn					
Dept #:		Revenues	Revenues-Community Development		~ = Division by Zero						
Division:		Revenues	~		* = Change < \$500						
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 06/XX/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
8494	Urgent Repair Program	\$ (50,000.00)	\$ (50,000.00)	\$ (50,000.00)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8496	CDBG FY 16-17	\$ (22,000.00)	\$ 21,600.00	\$ 21,600.00	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8497	HOME FY 16-17	\$ -	\$ (23,970.00)	\$ (23,970.00)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8498	ESFRLP Funds	\$ -	\$ (150,000.00)	\$ (150,000.00)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8499	CDBG FY 17-18	\$ (18,662.60)	\$ 15,485.60	\$ 15,485.60	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8500	HOME FY 17-18	\$ -	\$ (60,676.00)	\$ (60,676.00)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8501	CDBG FY 18-19	\$ (114,654.41)	\$ (224,681.59)	\$ (224,681.59)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8502	HOME FY 18-19	\$ (8,559.57)	\$ (220,362.43)	\$ (220,362.43)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8505	NC Department of Commerce Grant		\$ -	\$ (350,000.00)	\$ -	\$ -	~	\$ -	*	\$ -	*
8650	CDBG Loan Principal Income	\$ (10,097.40)	\$ 7,227.40	\$ 7,227.40	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8651	CDBG Loan Interest Income	\$ (61.60)	\$ (188.40)	\$ (188.40)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8652	Home Loan Principal Income	\$ (2,696.37)	\$ (752.63)	\$ (752.63)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8653	Home Loan Interest Income	\$ (499.37)	\$ (99.63)	\$ (99.63)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
	Total-Revenue Other Agencies-0003	\$ (227,231.32)	\$ (686,417.68)	\$ (1,036,417.68)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8180	Investment Interest	\$ -	\$ (800.00)	\$ (800.00)	\$ 800.00	\$ 800.00	-200.00%	\$ 800.00	-200.00%	\$ -	*
	Total-Capital Returns-0005	\$ -	\$ (800.00)	\$ (800.00)	\$ 800.00	\$ 800.00	-200.00%	\$ 800.00	-200.00%	\$ -	*
8583	Fund Balance Withdrawal	\$ -	\$ (28,768.93)	\$ (28,768.93)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ (28,768.93)	\$ (28,768.93)	\$ -	\$ -	-100.00%	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
	Total Revenues	\$ (227,231.32)	\$ (715,986.61)	\$ (1,065,986.61)	\$ 800.00	\$ 800.00	-100.11%	\$ 800.00	-100.11%	\$ -	*

JUSTIFICATION SHEET	Fiscal Year FY20-21	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	22-CDBG Fund		Green Cell - Department Input
Dept #:	Revenues-Community Development - Revenues		
Division:	~ - Revenues		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20	Adopted 06/XX/20
8494	Urgent Repair Program						
8496	CDBG FY 16-17						
8497	HOME FY 16-17						
8498	ESFRLP Funds						
8499	CDBG FY 17-18						
8500	HOME FY 17-18						
8501	CDBG FY 18-19						
8502	HOME FY 18-19						
8505	NC Department of Commerce Grant						
8650	CDBG Loan Principal Income						
8651	CDBG Loan Interest Income						
8652	Home Loan Principal Income						
8653	Home Loan Interest Income						
	Total-Revenue Other Agencies-0003			\$ -	\$ -	\$ -	\$ -
8180	Investment Interest			\$ 800.00	\$ 800.00	\$ 800.00	
	Total-Capital Returns-0005			\$ 800.00	\$ 800.00	\$ 800.00	\$ -
8583	Fund Balance Withdrawal						
	Total-Shared Services-0007			\$ -	\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal						
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues			\$ 800.00	\$ 800.00	\$ 800.00	\$ -

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund		Dept. Head		Catherine Gwynn			
Dept #:		Revenues	Revenues		~ = Division by Zero				
Division:		Revenues	~		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8152	FEMA Reimbursement	\$ 547,865.44	\$ 343,000.00	\$ 343,000.00	\$ -	\$ -	*	\$ -	*
8268	AMI Loan Proceeds	\$ -			\$ -	\$ -	*	\$ -	*
	Total-Revenue Other Agencies-0003	\$ 547,865.44	\$ 343,000.00	\$ 343,000.00	\$ -	\$ -	*	\$ -	*
8170	Current Water Charges	\$ 6,277,394.39	\$ 6,416,258.00	\$ 6,416,258.00	\$ 7,056,420.00	\$ 7,779,713.00	21.25%	\$ 7,779,713.00	21.25%
8172	Utility fund-Miscellaneous Recv	\$ 1,790,093.87	\$ 1,616,771.00	\$ 1,616,771.00	\$ 1,516,152.00	\$ 766,771.00	-52.57%	\$ 766,771.00	-52.57%
8183	Insufficient Check Penalty	\$ 3,130.67	\$ 4,000.00	\$ 4,000.00	\$ 2,786.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
8277	Current Sewer Charges	\$ 7,337,664.11	\$ 7,749,831.00	\$ 7,749,831.00	\$ 8,109,528.00	\$ 9,396,670.00	21.25%	\$ 9,396,670.00	21.25%
8279	Late Payment Fee	\$ 204,137.10	\$ 230,262.00	\$ 230,262.00	\$ 293,610.00	\$ 230,262.00	0.00%	\$ 230,262.00	0.00%
8367	Service Penalty	\$ 64,973.36	\$ 120,908.00	\$ 120,908.00	\$ 1,000.00	\$ 120,908.00	0.00%	\$ 120,908.00	0.00%
8373	Applied Deposits	\$ 147,058.42	\$ 203,633.00	\$ 203,633.00	\$ 47,289.00	\$ 203,633.00	0.00%	\$ 203,633.00	0.00%
8375	Sewer Taps	\$ 24,000.00	\$ 21,554.00	\$ 21,554.00	\$ 15,600.00	\$ 21,554.00	0.00%	\$ 21,554.00	0.00%
8384	Reconnection Fee	\$ 6,221.26	\$ 15,195.00	\$ 15,195.00	\$ 1,770.00	\$ 15,195.00	0.00%	\$ 15,195.00	0.00%
8474	Water Taps	\$ 22,700.00	\$ 14,240.00	\$ 14,240.00	\$ 20,366.00	\$ 14,240.00	0.00%	\$ 14,240.00	0.00%
8492	Compost Revenue	\$ 49,933.35	\$ 44,403.00	\$ 44,403.00	\$ 38,961.00	\$ 44,403.00	0.00%	\$ 44,403.00	0.00%
8495	BFP Fees	\$ 1,890.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ 2,700.00	0.00%	\$ 2,700.00	0.00%
	Total-Charges for Services-0004	\$ 15,929,196.53	\$ 16,439,755.00	\$ 16,439,755.00	\$ 17,103,482.00	\$ 18,600,049.00	13.14%	\$ 18,600,049.00	13.14%
8180	Investment Interest	\$ 98,756.35	\$ 23,895.00	\$ 23,895.00	\$ 41,181.00	\$ 20,801.00	-12.95%	\$ 20,801.00	-12.95%
8267	Loan Proceeds		\$ 86,000.00	\$ 86,000.00	\$ -	\$ -	*	\$ -	*
8270	Loan Proceeds Installment Financing	\$ 532,753.45			\$ -	\$ -	*	\$ -	*
8484	Water Assessments	\$ 3,257.65	\$ 1,330.00	\$ 1,330.00	\$ 4,097.00	\$ 1,330.00	0.00%	\$ 1,330.00	0.00%
8485	Sewer Assessments	\$ 4,019.23	\$ 10,411.00	\$ 10,411.00	\$ 9,848.00	\$ 10,411.00	0.00%	\$ 10,411.00	0.00%
8486	Water Assessment Interest	\$ 296.46	\$ 659.00	\$ 659.00	\$ 1,767.00	\$ -	*	\$ -	*
8487	Sewer Assessment Interest	\$ 421.41	\$ 1,253.00	\$ 1,253.00	\$ 1,318.00	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 639,504.55	\$ 123,548.00	\$ 123,548.00	\$ 58,211.00	\$ 32,542.00	-73.66%	\$ 32,542.00	-73.66%
8153	Insurance Proceeds		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue	\$ 566,834.69	\$ 301,025.00	\$ 301,025.00	\$ 1,009,465.00	\$ 301,025.00	0.00%	\$ 301,025.00	0.00%
	Total-Miscellaneous Revenues-0006	\$ 566,834.69	\$ 301,025.00	\$ 301,025.00	\$ 1,009,465.00	\$ 301,025.00	0.00%	\$ 301,025.00	0.00%
		\$ -			\$ -	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ -	\$ 3,217,040.13	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 3,217,040.13	\$ -	\$ -	*	\$ -	*
	Total Revenues	\$ 17,683,401.21	\$ 17,207,328.00	\$ 20,424,368.13	\$ 18,171,158.00	\$ 18,933,616.00	10.03%	\$ 18,933,616.00	10.03%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8152	FEMA Reimbursement		None Anticipated for FY21	\$ -	\$ -	\$ -
8268	AMI Loan Proceeds		None Anticipated for FY21	\$ -	\$ -	\$ -
Total-Revenue Other Agencies-0003				\$ -	\$ -	\$ -
8170	Current Water Charges		3 Year Trend has been \$6,064M. Current YTD \$5,286M. FY19 \$6,277M. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:17 PM the monthly average for FY20 of collections is \$588,035. THE DEPT REQUEST DOES NOT HAVE ANY PROPOSED RATE INCREASE INCLUDED!	\$ 7,056,420.00	\$ 7,779,713.00	\$ 7,779,713.00
8172	Utility fund-Miscellaneous Recv		10 Year Trend has been \$1,403M. Current YTD \$1,137M. FY19 \$1,790M. Includes Case Farms "penalties". If they go online with their sewer treatment this will dramatically drop. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:17 PM the monthly average for FY20 of collections is \$588,035. THE DEPT REQUEST DOES NOT HAVE ANY PROPOSED RATE INCREASE INCLUDED!	\$ 1,516,152.00	\$ 766,771.00	\$ 766,771.00
8183	Insufficient Check Penalty		10 Year Trend has been \$4,806. Current YTD \$2,089. FY19 \$3,131. Expect some effect from Covid-19 and possible economic downturn that could affect customer's ability to pay. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 2,786.00	\$ 4,000.00	\$ 4,000.00
8277	Current Sewer Charges		3 Year Trend has been \$7,572M. Current YTD \$6,751M. FY19 \$7,337M. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:17 PM the monthly average for FY20 of collections is \$675,794. THE DEPT REQUEST DOES NOT HAVE ANY PROPOSED RATE INCREASE INCLUDED!	\$ 8,109,528.00	\$ 9,396,670.00	\$ 9,396,670.00
8279	Late Payment Fee		10 Year Trend has been \$229,061. Current YTD \$293,609. FY19 \$204,137. Expect significant effect from Covid-19 and EO-124 for late payment charges. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 293,610.00	\$ 230,262.00	\$ 230,262.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8367	Service Penalty		10 Year Trend has been \$110,567. Current YTD (\$6,465).. FY19 \$64,973. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:10 PM	\$ 1,000.00	\$ 120,908.00	\$ 120,908.00
8373	Applied Deposits		10 Year Trend has been \$180,404. Current YTD \$35,467. FY19 \$147,058.42. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 47,289.00	\$ 203,633.00	\$ 203,633.00
8375	Sewer Taps		10 Year Trend has been \$23,484. Current YTD \$11,700. FY19 \$24,000. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 15,600.00	\$ 21,554.00	\$ 21,554.00
8384	Reconnection Fee		6 Year Trend has been \$13,699. Current YTD \$1,517. FY19 \$6,222. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 1,770.00	\$ 15,195.00	\$ 15,195.00
8474	Water Taps		10 Year Trend has been \$17,536. Current YTD \$15,275. FY19 \$22,700. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:03 PM	\$ 20,366.00	\$ 14,240.00	\$ 14,240.00
8492	Compost Revenue		10 Year Trend has been \$39,211. Current YTD \$29,221. FY19 \$49,933. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:03 PM	\$ 38,961.00	\$ 44,403.00	\$ 44,403.00
8495	BFP Fees		3 Year Trend has been \$1,515. Current YTD \$0. FY19 \$1,890. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ -	\$ 2,700.00	\$ 2,700.00
	Total-Charges for Services-0004			\$ 17,103,482.00	\$ 18,600,049.00	\$ 18,600,049.00
8180	Investment Interest		Per Quarterly Interest Income Allocation.xlsx	\$ 41,181.00	\$ 20,801.00	\$ 20,801.00
8267	Loan Proceeds		No borrowing planned, cash paid.	\$ -		
8270	Loan Proceeds Installment Financing		Consolidated to Acct #8267	\$ -		
8484	Water Assessments		10 Year Trend has been \$3,494. Current YTD \$4,097. FY19 \$3,257.65. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 4,097.00	\$ 1,330.00	\$ 1,330.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Revenues - Revenues				
Division:		~ - Revenues				
Dept. Head-Catherine Gwynn						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8485	Sewer Assessments		10 Year Trend has been \$17,079. Current YTD \$9,848. FY19 \$4,019. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 9,848.00	\$ 10,411.00	\$ 10,411.00
8486	Water Assessment Interest		10 Year Trend has been \$908. Current YTD \$1,766. FY19 \$296. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 1,767.00		
8487	Sewer Assessment Interest		10 Year Trend has been \$2,928. Current YTD \$1,318. FY19 \$421. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 1,318.00		
Total-Capital Returns-0005				\$ 58,211.00	\$ 32,542.00	\$ 32,542.00
8153	Insurance Proceeds		Appropriated when expenditures are incurred.	\$ -	\$ -	
8190	Other Miscellaneous Revenue		10 Year Trend has been \$316,160. Current YTD \$1,009,465. FY19 \$566,835. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 1,009,465.00	\$ 301,025.00	\$ 301,025.00
Total-Miscellaneous Revenues-0006				\$ 1,009,465.00	\$ 301,025.00	\$ 301,025.00
0	0		No Shared Services Billed from Utility Fund	\$ -	\$ -	
Total-Shared Services-0007				\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal		Dept Request no appropriated fund balance requested	\$ -	\$ -	
Total-Fund Balance Withdrawal-0009				\$ -	\$ -	\$ -
Total Revenues				\$ 18,171,158.00	\$ 18,933,616.00	\$ 18,933,616.00

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: BILLING & METER SERVICES

DEPARTMENT OVERVIEW:

The Billing and Meter Services is responsible for reading water meters, turning water meters on and off, and maintenance of water meters. Within the FY20-2021 budget, this division is being requested to separate out the meter reading staff from the Distribution and Collections division since they are under the supervision of the Finance Department. Also, with the creation of this new division, is a request to establish an Inventory Management team to establish a formal inventory system over water, wastewater and other inventoried items to address audit concerns that there is no perpetual inventory system for financial statement purposes.

GOALS/MAJOR OBJECTIVES:

- Maintain or improve reader meter services.
- Continue to service and satisfy utility customers.
- Establish a formal perpetual inventory system for water, wastewater and other inventoried items.

SIGNIFICANT BUDGET ISSUES:

- 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 FY20-21									
Fund: 61-Utilities Fund									
Dept. Head Lee Peter									
Dept #: 4174 Billing & Meter Services ~ = Division by Zero									
Division: 4174 ~ * = Change < \$500									
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ -	\$ -	\$ -	\$ -	\$ 235,964.88	~	\$ 236,403.56	~
1220	Salaries & Wages Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1274	Call Duty Pay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ -	\$ -	\$ -	\$ -	\$ 2,478.00	~	\$ 2,478.00	~
1278	Wellness Earnings	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	~	\$ 1,800.00	~
1280	Vacation Pay Out	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ -	\$ -	\$ -	\$ -	\$ 18,378.58	~	\$ 18,412.14	~
1821	NCLGERS-Retirement	\$ -	\$ -	\$ -	\$ -	\$ 24,384.65	~	\$ 24,429.18	~
1822	401-K Retirement	\$ -	\$ -	\$ -	\$ -	\$ 9,609.72	~	\$ 9,627.26	~
1830	Hospital Insurance	\$ -	\$ -	\$ -	\$ -	\$ 39,240.00	~	\$ 39,240.00	~
1835	Group Term Life Insurance Coverage	\$ -	\$ -	\$ -	\$ -	\$ 228.96	*	\$ 228.96	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 68.00	*	\$ 68.00	*
1860	Worker's Compensation	\$ -	\$ -	\$ -	\$ -	\$ 700.00	~	\$ 700.00	~
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 332,852.79	~	\$ 333,387.10	~
1911	Audit	\$ -	\$ -	\$ -	\$ -	\$ 53,500.00	~	\$ 53,500.00	~
1915	Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	~	\$ 110,000.00	~
2121	Uniforms	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	~	\$ 1,800.00	~
2123	Protective Clothing	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	~	\$ 1,000.00	~
2124	Shoes-Steel Toe	\$ -	\$ -	\$ -	\$ -	\$ 660.00	~	\$ 660.00	~
2203	Employee Appreciation	\$ -	\$ -	\$ -	\$ -	\$ 96.00	*	\$ 96.00	*
2501	Vehicle Operation/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	~	\$ 1,500.00	~
2502	Vehicle Fuel	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	~	\$ 8,000.00	~
2993	Operational Supplies	\$ -	\$ -	\$ -	\$ -	\$ 700.00	~	\$ 700.00	~
2994	Tools	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	~	\$ 1,000.00	~
2997	Water Meters & Boxes	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
3210	Telephone	\$ -	\$ -	\$ -	\$ -	\$ 27,477.00	~	\$ 27,477.00	~
3250	Postage	\$ -	\$ -	\$ -	\$ -	\$ 200.00	*	\$ 200.00	*
3410	Printing	\$ -	\$ -	\$ -	\$ -	\$ 100.00	*	\$ 100.00	*
3522	Machine/Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
3914	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 128,900.00	~	\$ 128,900.00	~
4221	Software License Fees	\$ -	\$ -	\$ -	\$ -	\$ 56,400.00	~	\$ 56,400.00	~
4511	Multi-Peril Insurance	\$ -	\$ -	\$ -	\$ -	\$ 332.00	*	\$ 332.00	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund		Dept. Head	Lee Peter				
Dept #:	4174	Billing & Meter Services		~ = Division by Zero					
Division:	4174	~	* = Change < \$500						
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4521	Auto Liability	\$ -	\$ -	\$ -	\$ -	\$ 665.00	~	\$ 665.00	~
4541	Employee Personal Liability	\$ -	\$ -	\$ -	\$ -	\$ 18.00	*	\$ 18.00	*
4990	Equipment Expense	\$ -	\$ -	\$ -	\$ -	\$ 15,500.00	~	\$ 14,966.00	~
Total Operating Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 407,848.00	~	\$ 407,314.00	~
		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
5200A	Technology Lease-FY21	\$ -	\$ -	\$ -	\$ -	\$ 35,050.00	~	\$ 35,050.00	~
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ 35,050.00	~	\$ 35,050.00	~
Total Billing & Meter Services~ Budget		\$ -	\$ -	\$ -	\$ -	\$ 775,750.79	~	\$ 775,751.10	~

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Billing & Meter Services - 4174				
Division:		~ - 4174				
Dept. Head-Lee Peter						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		4 Meter Readers; 2 Purchasing & Warehouse	\$ -	\$ 235,964.88	\$ 236,403.56
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -
1224	Cell Phone Stipend			\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -
1274	Call Duty Pay			\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		6 Employees @\$413	\$ -	\$ 2,478.00	\$ 2,478.00
1278	Wellness Earnings		6 Employees @\$300/year	\$ -	\$ 1,800.00	\$ 1,800.00
1280	Vacation Pay Out			\$ -	\$ -	
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ -	\$ 18,378.58	\$ 18,412.14
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ -	\$ 24,384.65	\$ 24,429.18
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ -	\$ 9,609.72	\$ 9,627.26
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ -	\$ 39,240.00	\$ 39,240.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ -	\$ 228.96	\$ 228.96
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 68.00	\$ 68.00
1860	Worker's Compensation		Provided by Finance	\$ -	\$ 700.00	\$ 700.00
	Total Salaries & Benefits			\$ -	\$ 332,852.79	\$ 333,387.10
1911	Audit		Audit Fees - Dixon, Hughes & Goodmen, LLC	\$ -	\$ 53,500.00	\$ 53,500.00
1915	Bank Fees		PNC Monthly Fees and Elavon/First Citizens Credit Card Fees	\$ -	\$ 110,000.00	\$ 110,000.00
2121	Uniforms		6 Employees @\$300	\$ -	\$ 1,800.00	\$ 1,800.00
2123	Protective Clothing		6 Employees Safety Jackets, Gloves & Glasses	\$ -	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe		6 Employees @\$110	\$ -	\$ 660.00	\$ 660.00
2203	Employee Appreciation		6 Employees @16.00	\$ -	\$ 96.00	\$ 96.00
2501	Vehicle Operation/Maintenance			\$ -	\$ 1,500.00	\$ 1,500.00
2502	Vehicle Fuel			\$ -	\$ 8,000.00	\$ 8,000.00
2993	Operational Supplies			\$ -	\$ 700.00	\$ 700.00
2994	Tools			\$ -	\$ 1,000.00	\$ 1,000.00
2997	Water Meters & Boxes		Cost in ORGN 4175	\$ -	\$ -	\$ -
3210	Telephone		Approx. @\$37 each month each employee \$2,160; AT&T billings per IT for telephone service for Utility Fund (all orgns)	\$ -	\$ 27,477.00	\$ 27,477.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Lee Peter	Green Cell - Department Input
Dept #:	Billing & Meter Services - 4174		
Division:	~ - 4174		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3250	Postage		Monthly Fees	\$ -	\$ 200.00	\$ 200.00
3410	Printing		Door Tags for Meter Readers	\$ -	\$ 100.00	\$ 100.00
3522	Machine/Equipment Maintenance			\$ -	\$ -	\$ -
3914	Contract Services	Y	SEE SCHEDULE	\$ -	\$ 128,900.00	\$ 128,900.00
4221	Software License Fees		QS1- Smith Technologies \$12,000; Ferguson Analytical Annual Support \$22,000; Ferguson Sensus AMI Support \$19,000; Ferguson Base Station Extended Warranty \$3,400;	\$ -	\$ 56,400.00	\$ 56,400.00
4511	Multi-Peril Insurance		Provided by Finance	\$ -	\$ 332.00	\$ 332.00
4521	Auto Liability		Provided by Finance	\$ -	\$ 665.00	\$ 665.00
4541	Employee Personal Liability		Provided by Finance	\$ -	\$ 18.00	\$ 18.00
4990	Equipment Expense		Buffalo Terastations-Storage for Pipe Inspection Robots \$12,500; Water Tank Cameras and Hardware \$3,000.00 - Need to ask Scott what this is for!	\$ -	\$ 15,500.00	\$ 14,966.00
	Total Operating Expenditures			\$ -	\$ 407,848.00	\$ 407,314.00
0	0				\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
5200A	Technology Lease-FY21		Public Utilities Computer Equipment Lease Portion Per Scott Williams IT Director	\$ -	\$ 35,050.00	\$ 35,050.00
	Total Debt Service			\$ -	\$ 35,050.00	\$ 35,050.00
	Total Billing & Meter Services-~ Budget			\$ -	\$ 775,750.79	\$ 775,751.10

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund:		61-Utilities Fund			Dept. Head-Lee Peter											
Dept #:		Billing & Meter Services - 4174														
Division:		~ - 4174														
Current Asset Information										Replacement Asset Information						
Maintenance Cost History																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5219	N/A	Computer Replacement Schedule per IT	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved from GF(1030)-seq #30 Capital Outlay	\$ 35,050.00	\$ 35,050.00	N
2																
3																
4																
5																
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 35,050.00	\$ 35,050.00	

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 61-Utilities Fund

Dept. Head-Lee Peter

Dept #: Billing & Meter Services - 4174

Division: ~ - 4174

Account: 3914 Contract Services

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Smith Technologies Monthly Billings for mailing/processing utility billings	\$ -	\$ 120,000.00	\$ 120,000.00
2	Online Utility Exchange - Credit Check for Utility Customers		\$ 8,900.00	\$ 8,900.00
3				
4				
5				
6				
7				
8				
9				
10				
Total - 3914 Contract Services		\$ -	\$ 128,900.00	\$ 128,900.00

FISCAL YEAR 2020-2021 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 & Storm Water 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:

- Systems Integrity project requires purchase of two (2) additional Robotic Cameras to increase efficiency of data collection
- Costs associated with the maintaining of an aging water distribution and sewer collections infrastructure
- Cost of maintaining and replacing aging vehicle and equipment fleet
- Acquiring a valve maintenance crew and truck to meet state standards and effectively maintain the distribution system

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund		Dept. Head		Rick Fletcher			
Dept #:		4175	Public Works		~ = Division by Zero				
Division:		4175	Maintenance		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,034,307.09	\$ 1,097,262.96	\$ 1,097,262.96	\$ 1,031,941.14	\$ 963,819.07	-12.16%	\$ 971,209.27	-11.49%
1220	Salaries & Wages Overtime	\$ 39,713.81	\$ 30,451.50	\$ 30,451.50	\$ 45,000.00	\$ 45,000.00	47.78%	\$ 45,000.00	47.78%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ 13,408.00			\$ -	\$ -	*	\$ -	*
1274	Call Duty Pay	\$ 6,464.28	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 12,507.21	\$ -	\$ -	\$ 10,729.27	\$ 8,673.00	~	\$ 8,673.00	~
1278	Wellness Earnings	\$ 4,985.28	\$ -	\$ -	\$ 6,300.00	\$ 6,600.00	~	\$ 6,600.00	~
1280	Vacation Pay Out	\$ 7,008.42	\$ -	\$ -	\$ 1,200.00	\$ 6,800.00	~	\$ 6,800.00	~
1810	Social Security	\$ 84,976.84	\$ 86,830.42	\$ 86,830.42	\$ 84,332.87	\$ 79,415.57	-8.54%	\$ 79,980.92	-7.89%
1821	NCLGERS-Retirement	\$ 89,442.12	\$ 102,315.01	\$ 102,315.01	\$ 111,892.63	\$ 105,368.38	2.98%	\$ 106,118.48	3.72%
1822	401-K Retirement	\$ 39,937.66	\$ 45,372.73	\$ 45,372.73	\$ 44,095.62	\$ 41,524.48	-8.48%	\$ 41,820.09	-7.83%
1830	Hospital Insurance	\$ 169,567.97	\$ 178,080.00	\$ 178,080.00	\$ 163,500.00	\$ 150,420.00	-15.53%	\$ 150,420.00	-15.53%
1835	Group Term Life Insurance Coverage	\$ 1,098.32	\$ -	\$ -	\$ 954.00	\$ 915.84	~	\$ 915.84	~
1850	Unemployment Compensation	\$ 4,818.65	\$ 4,000.00	\$ 4,000.00	\$ 2,534.58	\$ 516.00	-87.10%	\$ 516.00	-87.10%
1860	Worker's Compensation	\$ 6,367.24	\$ 5,610.00	\$ 5,610.00	\$ 5,610.00	\$ 5,777.00	2.98%	\$ 5,777.00	2.98%
	Total Salaries & Benefits	\$ 1,515,346.56	\$ 1,557,142.62	\$ 1,557,142.62	\$ 1,515,310.10	\$ 1,422,049.34	-8.68%	\$ 1,431,050.60	-8.10%
1932	Medical Exams	\$ 315.00	\$ -	\$ -	\$ 350.00	\$ 400.00	*	\$ 400.00	*
1991	Consultant Fees	\$ 2,600.00			\$ -	\$ -	*	\$ -	*
2121	Uniforms	\$ 10,581.53	\$ 12,000.00	\$ 12,000.00	\$ 12,500.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2123	Protective Clothing	\$ 6,226.80	\$ 7,200.00	\$ 7,200.00	\$ 5,000.00	\$ 7,200.00	0.00%	\$ 7,200.00	0.00%
2124	Shoes-Steel Toe	\$ 2,314.75	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 2,530.00	-6.30%	\$ 2,530.00	-6.30%
2203	Employee Appreciation	\$ 314.05	\$ 544.00	\$ 544.00	\$ 544.00	\$ 368.00	*	\$ 368.00	*
2323	Other Training	\$ 7,432.50	\$ 8,325.00	\$ 8,325.00	\$ 6,030.00	\$ 11,500.00	38.14%	\$ 10,000.00	20.12%
2501	Vehicle Operation/Maintenance	\$ 53,453.97	\$ 70,800.00	\$ 70,800.00	\$ 50,000.00	\$ 70,000.00	-1.13%	\$ 60,000.00	-15.25%
2502	Vehicle Fuel	\$ 52,945.05	\$ 60,000.00	\$ 60,000.00	\$ 45,000.00	\$ 60,000.00	0.00%	\$ 60,000.00	0.00%
2993	Operational Supplies	\$ 285,018.99	\$ 325,000.00	\$ 340,569.75	\$ 310,000.00	\$ 340,000.00	4.62%	\$ 280,999.00	-13.54%
2994	Tools	\$ 8,281.34	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%
2997	Water Meters & Boxes	\$ 99,577.41	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%
3121	Travel	\$ 4,162.06	\$ 6,500.00	\$ 6,500.00	\$ 4,200.00	\$ 8,200.00	26.15%	\$ 8,200.00	26.15%
3210	Telephone	\$ 7,711.11	\$ 8,000.00	\$ 8,000.00	\$ 7,000.00	\$ 7,500.00	-6.25%	\$ 7,500.00	-6.25%
3250	Postage	\$ 391.45	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
3410	Printing	\$ 1,122.19	\$ 1,600.00	\$ 1,600.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
3522	Machine/Equipment Maintenance	\$ 60,242.58	\$ 92,000.00	\$ 92,000.00	\$ 50,000.00	\$ 80,000.00	-13.04%	\$ 50,000.00	-45.65%
3523	Fire Hydrants/Water Valve Repl	\$ 113,151.30	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 250,000.00	25.00%	\$ 150,000.00	-25.00%

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund:		61-Utilities Fund							
Dept #:		4175	Public Works						
Division:		4175	Maintenance						
			Dept. Head Rick Fletcher						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3593	Asphalt Repairs		\$ -	\$ -	\$ -	\$ 20,000.00	~	\$ 20,000.00	~
3914	Contract Services	\$ 6,177.99			\$ -	\$ -	*	\$ -	*
3950	Education Reimbursement				\$ -	\$ 2,500.00	~	\$ 2,500.00	~
4221	Software License Fees	\$ -	\$ -	\$ 4,000.00	\$ 47,882.00	\$ 15,000.00	~	\$ 15,000.00	~
4391	Equipment Rent	\$ 2,880.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*
4511	Multi-Peril Insurance	\$ 2,104.00	\$ 2,209.00	\$ 2,209.00	\$ 2,200.00	\$ 2,370.00	7.29%	\$ 2,370.00	7.29%
4521	Auto Liability	\$ 7,407.00	\$ 7,777.00	\$ 7,777.00	\$ 7,192.00	\$ 7,552.00	-2.89%	\$ 7,552.00	-2.89%
4541	Employee Personal Liability	\$ 116.00	\$ 116.00	\$ 116.00	\$ 116.00	\$ 116.00	*	\$ 116.00	*
4543	Insurance Deductible Claims	\$ 2,893.90			\$ -	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 3,160.33	\$ 3,740.00	\$ 3,740.00	\$ 3,550.00	\$ 3,740.00	0.00%	\$ 3,740.00	0.00%
4990	Equipment Expense	\$ 10,372.54	\$ 18,700.00	\$ 7,995.00	\$ 6,641.20	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 750,953.84	\$ 935,711.00	\$ 944,575.75	\$ 869,905.20	\$ 1,009,976.00	7.94%	\$ 809,475.00	-13.49%
5228	Tractor with Bush Hog	\$ 63,064.77	\$ -	\$ 63,064.77	\$ -	\$ -	*	\$ -	*
5420	Tandem Dump Truck	\$ 139,490.74			\$ -	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck	\$ 33,887.00			\$ -	\$ -	*	\$ -	*
5456	Utility Valve Truck				\$ -	\$ 147,500.00	~	\$ 147,500.00	~
5480	Equipment Transport Trailer		\$ 16,000.00	\$ 26,705.00	\$ 28,351.30	\$ 14,000.00	-12.50%	\$ -	*
5481	Cement Mixer				\$ -	\$ 20,000.00	~	\$ -	*
5502	Bobcat				\$ -	\$ 73,000.00	~	\$ -	*
5527	Miscellaneous Equipment				\$ -	\$ 33,000.00	~	\$ -	*
5632	Utility Vehicle		\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ -	*	\$ -	*
5643	Rotary Mower	\$ 13,166.16			\$ -	\$ -	*	\$ -	*
5697	Pipe Inspection Camera				\$ -	\$ 135,000.00	~	\$ -	*
5807	Light Fixtures		\$ 3,000.00	\$ 3,000.00	\$ 3,101.46	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 249,608.67	\$ 79,000.00	\$ 152,769.77	\$ 91,452.76	\$ 422,500.00	434.81%	\$ 147,500.00	86.71%
7160	Lease Purchase Payment	\$ 104,784.34			\$ -	\$ -	*	\$ -	*
7162	AMR Loan Payment	\$ 722,440.74			\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ 827,225.08	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Works-Maintenance Budget	\$ 3,343,134.15	\$ 2,571,853.62	\$ 2,654,488.14	\$ 2,476,668.06	\$ 2,854,525.34	10.99%	\$ 2,388,025.60	-7.15%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Works - 4175				
Division:		Maintenance - 4175				
		Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular			\$ 1,031,941.14	\$ 963,819.07	\$ 971,209.27
1220	Salaries & Wages Overtime		Projected \$13,000 over budget for FY19-20	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
1224	Cell Phone Stipend			\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -
1274	Call Duty Pay			\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus		21 Employees @ 413.00	\$ 10,729.27	\$ 8,673.00	\$ 8,673.00
1278	Wellness Earnings		23 Employees @ 300.00	\$ 6,300.00	\$ 6,600.00	\$ 6,600.00
1280	Vacation Pay Out		1 employee eligible for retirement	\$ 1,200.00	\$ 6,800.00	\$ 6,800.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 84,332.87	\$ 79,415.57	\$ 79,980.92
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 111,892.63	\$ 105,368.38	\$ 106,118.48
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 44,095.62	\$ 41,524.48	\$ 41,820.09
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 163,500.00	\$ 150,420.00	\$ 150,420.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 954.00	\$ 915.84	\$ 915.84
1850	Unemployment Compensation		Provided by Finance	\$ 2,534.58	\$ 516.00	\$ 516.00
1860	Worker's Compensation		Provided by Finance	\$ 5,610.00	\$ 5,777.00	\$ 5,777.00
	Total Salaries & Benefits			\$ 1,515,310.10	\$ 1,422,049.34	\$ 1,431,050.60
1932	Medical Exams			\$ 350.00	\$ 400.00	\$ 400.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -
2121	Uniforms		Uniforms for 18 Employees (Rental) & 5 Supervisors	\$ 12,500.00	\$ 12,000.00	\$ 12,000.00
2123	Protective Clothing		PPE and Safety Jackets for 23 Employees	\$ 5,000.00	\$ 7,200.00	\$ 7,200.00
2124	Shoes-Steel Toe		23 Employees @110.00	\$ 2,700.00	\$ 2,530.00	\$ 2,530.00
2203	Employee Appreciation			\$ 544.00	\$ 368.00	\$ 368.00
2323	Other Training	Y	Increase due to NASSCO Certification and additional employees seeking Distribution/Collection Certification.	\$ 6,030.00	\$ 11,500.00	\$ 10,000.00
2501	Vehicle Operation/Maintenance			\$ 50,000.00	\$ 70,000.00	\$ 60,000.00
2502	Vehicle Fuel			\$ 45,000.00	\$ 60,000.00	\$ 60,000.00
2993	Operational Supplies			\$ 310,000.00	\$ 340,000.00	\$ 280,999.00
2994	Tools			\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
2997	Water Meters & Boxes		AMR Water Meter Devices, Water Meters and Boxes for New Installations.	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Works - 4175				
Division:		Maintenance - 4175				
Dept. Head-Rick Fletcher						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3121	Travel	Y	Travel Increase due to NASSCO Training and Certification requirements that occur every 3-years.	\$ 4,200.00	\$ 8,200.00	\$ 8,200.00
3210	Telephone		12 Wireless services Lines	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00
3250	Postage			\$ 500.00	\$ 500.00	\$ 500.00
3410	Printing			\$ 500.00	\$ 500.00	\$ 500.00
3522	Machine/Equipment Maintenance		Jet Vac and Extenda-Jet Equipment and other various Departmental Equipment	\$ 50,000.00	\$ 80,000.00	\$ 50,000.00
3523	Fire Hydrants/Water Valve Repl		Used for Fire Hydrants, Control Valves and Hydrant Parts. A substantial amount is used to upgrade and replace obsolete and outdated fire hydants. (Cost of hydrants increased, and cost of contractor has increased dramatically per Rick/Don. Cfg 4/28/2020 11:48 AM)	\$ 200,000.00	\$ 250,000.00	\$ 150,000.00
3593	Asphalt Repairs		New program to repair utility cuts instead of charging to General Fund. Cfg 4/28/2020 11:47 AM	\$ -	\$ 20,000.00	\$ 20,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -
3950	Education Reimbursement		1 Employee	\$ -	\$ 2,500.00	\$ 2,500.00
4221	Software License Fees		City Works Annual Maintenance	\$ 47,882.00	\$ 15,000.00	\$ 15,000.00
4391	Equipment Rent			\$ 500.00	\$ 500.00	\$ 500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,200.00	\$ 2,370.00	\$ 2,370.00
4521	Auto Liability		Provided by Finance	\$ 7,192.00	\$ 7,552.00	\$ 7,552.00
4541	Employee Personal Liability		Provided by Finance	\$ 116.00	\$ 116.00	\$ 116.00
4543	Insurance Deductible Claims					\$ -
4912	Fees & Dues	Y		\$ 3,550.00	\$ 3,740.00	\$ 3,740.00
4990	Equipment Expense			\$ 6,641.20	\$ -	\$ -
Total Operating Expenditures				\$ 869,905.20	\$ 1,009,976.00	\$ 809,475.00
5228	Tractor with Bush Hog			\$ -	\$ -	\$ -
5420	Tandem Dump Truck			\$ -	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck			\$ -	\$ -	\$ -
5456	Utility Valve Truck		Additional Valve Truck that will have valve box cleaning capabilities.	\$ -	\$ 147,500.00	\$ 147,500.00
5480	Equipment Transport Trailer		Utility Trailer to Haul Bobcat for Distribution crew	\$ 28,351.30	\$ 14,000.00	\$ -
5481	Cement Mixer		Cement Mixer (Pull behind) to replace Old Cement Mixer	\$ -	\$ 20,000.00	\$ -
5502	Bobcat		Bobcat will be used daily for Distribution Crew	\$ -	\$ 73,000.00	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund		Green Cell - Department Input	
Dept #:		Public Works - 4175			
Division:		Maintenance - 4175			
		Dept. Head-Rick Fletcher			

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund:		61-Utilities Fund					Dept. Head-Rick Fletcher									
Dept #:		Public Works - 4175														
Division:		Maintenance - 4175														
		Current Asset Information								Replacement Asset Information						
						Maintenance Cost History										
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5456	N/A	Addition	N/A	N/A	N/A				N	1	Valve Truck	Valve truck to include valve box cleaning capabilities	\$ 147,500.00	\$ 147,500.00	N
2	5480	N/A	Addition	N/A	N/A	N/A				N	4	Utility Trailer	Utility Trailer to Haul Bobcat for Distribution crew	\$ 14,000.00	\$ -	N
3	5481	E921	2002 Cement Mixer	UNKNOWN	N/A	\$ 200.00				N	7	Cement Mixer (Pull behind)		\$ 20,000.00	\$ -	N
4	5502	N/A	Addition	N/A	N/A	N/A				N	3	Bobcat excavator E55	Bobcat will be used daily for Distribution Crew	\$ 73,000.00	\$ -	N
5	5527	N/A	Addition	N/A	N/A	N/A				N	5	Automated Flaggers	2 Automated flaggers. This will keep employees out of moving traffic	\$ 26,500.00	\$ -	N
6	5527	N/A	Addition	N/A	N/A	N/A				N	6	Hydraulic Core Bore Machine	Will allow crew to bore taps into manholes without damaging manholes and causing future I&I Issues.	\$ 6,500.00	\$ -	N
7	5697	N/A	Addition	N/A	N/A	N/A				N	2	Pipe Inspection Cameras	2 robotic cameras to CCTV Sanitary Sewer Lines. Currently at only 1/2 deployment operation. Purchase will double amount of footage recorded without additional personnel.	\$ 135,000.00	\$ -	N
8																
9																
10																
Total Capital Outlay Request				\$ -		\$ 200.00	\$ -	\$ -	\$ -					\$ 422,500.00	\$ 147,500.00	

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Rick Fletcher		
Dept #: Public Works - 4175					
Division: Maintenance - 4175					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Wastewater Collection School-NCAWWA/NCRWA 8@220 2@350	\$ 1,600.00	\$ 2,460.00	\$ 2,460.00
2		Water Distribution School-NCAWWA 8@220 2@350	\$ 1,100.00	\$ 2,620.00	\$ 2,620.00
3		Wastewater Collection Exams- 10@55.00 (2)	\$ 200.00	\$ 550.00	\$ 550.00
4		Water Distribution Exams- 10@85.00 (5)	\$ 680.00	\$ 850.00	\$ 850.00
5		Chemical Spill Response -Sigma Training Services 10@95.00	\$ 950.00	\$ 950.00	\$ 950.00
6		Nassco Training-2@975.00	\$ -	\$ 1,950.00	\$ 1,950.00
7		Water/Wastewater Class-NC Safety Conference 18@50.00	\$ 900.00	\$ 900.00	\$ 120.00
8		Carolinas Assoc. Goverenment. Purchasing Conference-Tina	\$ 225.00	\$ 225.00	\$ 225.00
9		Continuing Education- MS Office 6@120.00	\$ -	\$ 720.00	\$ -
10		Pesticide Classes/Books Materials	\$ 375.00	\$ 275.00	\$ 275.00
		Total - 2323 Other Training	\$ 6,030.00	\$ 11,500.00	\$ 10,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 61-Utilities Fund
Dept #: Public Works - 4175
Division: Maintenance - 4175
Account: 3121 Travel

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Travel for Distribution/Collection School	\$ 3,000.00	\$ 4,500.00	\$ 4,500.00
2	Travel for CAGP Conference- Tina	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3	Lunch for Chemical Spill Class	\$ 200.00	\$ 200.00	\$ 200.00
4	Travel for NASSCO Certification	\$ -	\$ 1,300.00	\$ 1,300.00
5	Travel for City Works Conference/Training		\$ 1,200.00	\$ 1,200.00
6				
7				
8				
9				
10				
	Total - 3121 Travel	\$ 4,200.00	\$ 8,200.00	\$ 8,200.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 61-Utilities Fund
Dept #: Public Works - 4175
Division: Maintenance - 4175
Account: 4912 Fees & Dues

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	AWWA Membership Dues	\$ 240.00	\$ 240.00	\$ 240.00
2	NC Rural Membership Dues	\$ 130.00	\$ 130.00	\$ 130.00
3	American Backlow Prevention Association	\$ 100.00	\$ 100.00	\$ 100.00
4	AWWA State Level Associate	\$ 360.00	\$ 360.00	\$ 360.00
5	NC Water Treatment Certification renewels	\$ 700.00	\$ 700.00	\$ 700.00
6	Water Pollution Control Certification renewels	\$ 600.00	\$ 600.00	\$ 600.00
7	NC Waterworks Operators Association	\$ 60.00	\$ 60.00	\$ 60.00
8	NC Division of Water Quality Collection Permit	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00
9	CAGP Membership-Tina	\$ 50.00	\$ 50.00	\$ 50.00
10	NIGP Membership		\$ 190.00	\$ 190.00
	Total - 4912 Fees & Dues	\$ 3,550.00	\$ 3,740.00	\$ 3,740.00

FISCAL YEAR 2020-21 BUDGET

DEPARTMENT/DIVISION: P.U. / WATER TREATMENT PLANT

DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 12 MGD conventional surface water treatment plant that was constructed in 1952. In 2019, an average of 6.591 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. On a daily basis, the water 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 last update to the Utilities Master Plan was in 2009. It is now 12 years old since evaluation commenced and the future operational and maintenance needs for the water and sewer system need to be re-evaluated.
- Source Water Protection Plan and Risk and Resilience Plan need to be created per NC General Statute 130A-320 and America's Water Infrastructure Act of 2018.
- Phase II- Elevated tank remote SCADA monitoring controls are critical assets in need of upgrade and replacement in the distribution system. This is to ensure water quality is consistent through the management of elevated tank levels.
- The sedimentation in the Neuse River continues to create difficulties around the City’s water intake structure.
- The addition of a Certified Operator and SCADA/Instrumentation technician are important for succession planning and growth. Operations and maintenance of critical equipment has become specialized and a full-time position is needed.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner			
Dept #:		4176	Public Utilities		~ = Division by Zero				
Division:		4176	Water Plant		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 478,511.95	\$ 505,529.41	\$ 505,529.41	\$ 493,380.30	\$ 611,679.08	21.00%	\$ 582,520.68	15.23%
1220	Salaries & Wages Overtime	\$ 9,820.43	\$ 5,075.25	\$ 5,075.25	\$ 5,100.00	\$ 5,100.00	0.49%	\$ 5,100.00	0.49%
1260	Salaries & Wages Part-Time	\$ -	\$ -	\$ -	\$ -	\$ 33,262.52	~	\$ 15,000.00	~
1272	Holiday Pay	\$ 8,381.48	\$ 9,135.45	\$ 9,135.45	\$ 9,100.00	\$ 9,100.00	-0.39%	\$ 9,100.00	-0.39%
1274	Call Duty Pay	\$ 750.00			\$ 750.00	\$ 750.00	~	\$ 750.00	~
1275	Salaries & Wages Bonus	\$ 4,632.30	\$ -	\$ -	\$ 4,600.00	\$ 5,782.00	~	\$ 5,782.00	~
1278	Wellness Earnings	\$ 2,700.36	\$ -	\$ -	\$ 3,300.00	\$ 4,200.00	~	\$ 4,200.00	~
1280	Vacation Pay Out	\$ 5,679.61	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 39,517.64	\$ 39,760.52	\$ 39,760.52	\$ 39,491.62	\$ 51,245.33	28.88%	\$ 47,617.63	19.76%
1821	NCLGERS-Retirement	\$ 41,388.00	\$ 46,880.09	\$ 46,880.09	\$ 52,397.38	\$ 67,992.17	45.03%	\$ 63,178.95	34.77%
1822	401-K Retirement	\$ 18,476.06	\$ 20,789.24	\$ 20,789.24	\$ 20,649.21	\$ 26,794.94	28.89%	\$ 24,898.11	19.76%
1830	Hospital Insurance	\$ 55,370.01	\$ 57,240.00	\$ 57,240.00	\$ 71,940.00	\$ 91,560.00	59.96%	\$ 85,020.00	48.53%
1835	Group Term Life Insurance Coverage	\$ 437.27	\$ -	\$ -	\$ 419.76	\$ 534.24	~	\$ 534.24	~
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 239.00	*	\$ 239.00	*
1860	Worker's Compensation	\$ 2,433.00	\$ 2,555.00	\$ 2,555.00	\$ 2,506.00	\$ 2,631.00	2.97%	\$ 2,631.00	2.97%
	Total Salaries & Benefits	\$ 668,098.11	\$ 686,964.96	\$ 686,964.96	\$ 703,634.27	\$ 910,870.28	32.59%	\$ 846,571.60	23.23%
1911	Audit	\$ 12,500.00	\$ 12,300.00	\$ 12,300.00	\$ 14,344.00	\$ -	*	\$ -	*
1915	Bank Fees	\$ 32,211.77	\$ 30,000.00	\$ 30,000.00	\$ 29,100.00	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 151.00	\$ 500.00	\$ 500.00	\$ 160.00	\$ 500.00	*	\$ 500.00	*
1986	Consultant Fees - IT	\$ 9,666.38	\$ 21,200.00	\$ 21,200.00	\$ -	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 15,009.40	\$ 104,000.00	\$ 232,750.00	\$ 232,750.00	\$ 584,210.00	461.74%	\$ 54,210.00	-47.88%
2111	Cleaning Supplies	\$ 2,026.53	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2121	Uniforms	\$ 3,379.43	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 4,000.00	23.08%	\$ 4,000.00	23.08%
2123	Protective Clothing	\$ 1,352.07	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2124	Shoes-Steel Toe	\$ 953.90	\$ 1,170.00	\$ 1,170.00	\$ 1,170.00	\$ 1,610.00	37.61%	\$ 1,610.00	37.61%
2203	Employee Appreciation	\$ 176.14	\$ 208.00	\$ 208.00	\$ 208.00	\$ 224.00	*	\$ 224.00	*
2323	Other Training	\$ 475.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 1,841.25	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	100.00%	\$ 4,000.00	100.00%
2502	Vehicle Fuel	\$ 3,009.97	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2591	Fuel For Equipment	\$ 3,795.86	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
2601	Office Supplies	\$ 1,289.51	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2993	Operational Supplies	\$ 80,789.90	\$ 70,000.00	\$ 70,877.00	\$ 70,877.00	\$ 82,500.00	17.86%	\$ 75,476.00	7.82%
2994	Tools	\$ 1,019.76	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY20-21													
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner									
Dept #:		4176	Public Utilities		~ = Division by Zero										
Division:		4176	Water Plant		* = Change < \$500										
Purple Cell-Finance Input															
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)					
2998	Chemicals	\$	735,340.85	\$	886,407.00	\$	926,316.67	\$	926,316.00	\$	1,010,792.00	14.03%	\$	900,792.00	1.62%
3121	Travel	\$	2,851.92	\$	5,410.00	\$	5,410.00	\$	5,400.00	\$	6,995.00	29.30%	\$	6,995.00	29.30%
3210	Telephone	\$	(12,836.79)	\$	8,228.00	\$	8,228.00	\$	1,200.00	\$	1,200.00	-85.42%	\$	1,200.00	-85.42%
3250	Postage	\$	44,421.46	\$	35,000.00	\$	35,000.00	\$	57,000.00	\$	1,000.00	-97.14%	\$	1,000.00	-97.14%
3310	Electricity	\$	299,246.14	\$	295,000.00	\$	295,000.00	\$	300,000.00	\$	300,000.00	1.69%	\$	300,000.00	1.69%
3330	Natural Gas	\$	6,990.23	\$	7,500.00	\$	7,500.00	\$	7,000.00	\$	7,000.00	-6.67%	\$	7,000.00	-6.67%
3410	Printing	\$	5,767.37	\$	14,500.00	\$	14,500.00	\$	-	\$	-	*	\$	-	*
3421	Copy Machine Cost	\$	-	\$	25.00	\$	25.00	\$	25.00	\$	25.00	*	\$	25.00	*
3511	Building Maintenance	\$	18,557.08	\$	18,375.00	\$	18,375.00	\$	21,000.00	\$	25,000.00	36.05%	\$	25,000.00	36.05%
3521	Office Machine Maintenance	\$	570.83	\$	1,700.00	\$	1,700.00	\$	1,500.00	\$	1,500.00	-11.76%	\$	1,500.00	-11.76%
3522	Machine/Equipment Maintenance	\$	573,206.25	\$	714,350.00	\$	838,265.12	\$	838,265.00	\$	1,132,614.00	58.55%	\$	469,614.00	-34.26%
3592	Maintenance Materials	\$	1.04					\$	-	\$	-	*	\$	-	*
3603	Neuse River Intake Dredging	\$	79,000.00	\$	79,000.00	\$	79,000.00	\$	79,000.00	\$	79,000.00	0.00%	\$	79,000.00	0.00%
3606	River Intake Maintenance	\$	61,181.00	\$	42,700.00	\$	42,700.00	\$	42,700.00	\$	42,700.00	0.00%	\$	42,700.00	0.00%
3992	Water Analysis	\$	15,459.77	\$	20,000.00	\$	20,000.00	\$	20,000.00	\$	20,000.00	0.00%	\$	20,000.00	0.00%
4221	Software License Fees	\$	-	\$	-	\$	4,000.00	\$	-	\$	-	*	\$	-	*
4391	Equipment Rent	\$	1,944.53	\$	2,500.00	\$	2,500.00	\$	2,500.00	\$	2,500.00	0.00%	\$	2,500.00	0.00%
4401	Generator Contract	\$	6,445.85	\$	8,000.00	\$	8,000.00	\$	8,000.00	\$	8,000.00	0.00%	\$	8,000.00	0.00%
4511	Multi-Peril Insurance	\$	67,030.00	\$	69,403.00	\$	69,403.00	\$	65,375.00	\$	69,959.00	0.80%	\$	69,959.00	0.80%
4521	Auto Liability	\$	1,761.00	\$	1,849.00	\$	1,849.00	\$	1,705.00	\$	1,790.00	-3.19%	\$	1,790.00	-3.19%
4541	Employee Personal Liability	\$	49.00	\$	49.00	\$	49.00	\$	49.00	\$	49.00	*	\$	49.00	*
4911	Subscriptions	\$	502.69	\$	1,750.00	\$	1,750.00	\$	1,750.00	\$	1,750.00	0.00%	\$	1,750.00	0.00%
4912	Fees & Dues	\$	4,561.00	\$	4,845.00	\$	4,845.00	\$	4,895.00	\$	5,105.00	5.37%	\$	5,105.00	5.37%
4990	Equipment Expense	\$	15,437.80					\$	-	\$	7,200.00	~	\$	7,200.00	~
4993	General Overhead	\$	567,578.00					\$	-	\$	-	*	\$	-	*
4996	Finance	\$	437,346.00					\$	-	\$	-	*	\$	-	*
4998	Engineers	\$	429,842.00					\$	-	\$	-	*	\$	-	*
9561	Office Supplies	\$	242.52	\$	350.00	\$	350.00	\$	350.00	\$	350.00	*	\$	350.00	*
Total Operating Expenditures		\$	3,532,145.41	\$	2,478,619.00	\$	2,776,070.79	\$	2,756,939.00	\$	3,418,623.00	37.92%	\$	2,108,599.00	-14.93%
5091	Trac Vac Sludge Removal Project	\$	-					\$	-	\$	-	*	\$	-	*
5094	Flood Control Structure	\$	-	\$	-	\$	600,000.00	\$	100,000.00	\$	-	*	\$	-	*
5202	Technology Capital	\$	6,819.00	\$	-	\$	40,200.76	\$	42,975.42	\$	-	*	\$	-	*
5401	Administrative Car	\$	-	\$	-	\$	-	\$	-	\$	22,000.00	~	\$	-	*
5527	Miscellaneous Equipment	\$	11,029.30	\$	70,000.00	\$	70,000.00	\$	66,310.00	\$	50,000.00	-28.57%	\$	-	*

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		61-Utilities Fund							
Dept #:		4176	Public Utilities						
Division:		4176	Water Plant						
			Dept. Head Mike Wagner						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
5801	Equipment Shelter	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	~	\$ -	*
5888	Hypo Day Tank	\$ 87,176.51			\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 105,024.81	\$ 70,000.00	\$ 710,200.76	\$ 209,285.42	\$ 172,000.00	145.71%	\$ -	*
7120	Water Loan Principal	\$ 483,060.35			\$ -	\$ -	*	\$ -	*
7220	Water Loan Interest	\$ 117,588.50			\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ 600,648.85	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Utilities-Water Plant Budget	\$ 4,905,917.18	\$ 3,235,583.96	\$ 4,173,236.51	\$ 3,669,858.69	\$ 4,501,493.28	39.12%	\$ 2,955,170.60	-8.67%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund		Green Cell - Department Input	
Dept #:		Public Utilities - 4176			
Division:		Water Plant - 4176			
		Dept. Head-Mike Wagner			

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Utilities - 4176				
Division:		Water Plant - 4176				
Dept. Head-Mike Wagner						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2323	Other Training	Y	See SCH2323	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance		\$3000 spent thru Feb. 2020	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2502	Vehicle Fuel		Vehicle Fuel (3 City Vehicles)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2591	Fuel For Equipment		These funds are for diesel fuel for the generators at the Water Plant and the Neuse River Pump Station. The generators are exercised on a weekly basis, and adequate fuel is needed on hand at all times in case the generators run during an emergency power outage.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2601	Office Supplies		Miscellaneous office supplies, such as pens, binders, printer supplies, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2993	Operational Supplies		Laboratory Supplies, Misc. Operations and Supplies (First Aid/AED Supplies, Battery Backups, Signage on Plant Site, Office Furniture, Emergency Food Purchases for Inclement Weather, Light Bulbs, Weed Killer)	\$ 70,877.00	\$ 82,500.00	\$ 75,476.00
2994	Tools		Maintenance of equipment at the WTP and pump stations, and hand tools for grounds maintenance	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2998	Chemicals	Y	See SCH2998	\$ 926,316.00	\$ 1,010,792.00	\$ 900,792.00
3121	Travel	Y	See SCH3121	\$ 5,400.00	\$ 6,995.00	\$ 6,995.00
3210	Telephone		\$100 per month	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3250	Postage		\$450 actual spent on postage YTD; new organization set up by Catherine for water utility billing; only project postage for next FY	\$ 57,000.00	\$ 1,000.00	\$ 1,000.00
3310	Electricity		Estimate	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
3330	Natural Gas		Estimate	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
3410	Printing		No longer using line item	\$ -	\$ -	\$ -
3421	Copy Machine Cost		Copies made at City Hall	\$ 25.00	\$ 25.00	\$ 25.00
3511	Building Maintenance		Elevator maintenance monthly visits, load tests, repairs, Annual Elevator Inspection, Annual Maintenance on 7 heating/air cond. Units + alarm/phone service calls, Miscellaneous (for roof leaks, other misc. bldg. repairs, Annual Fire Extinguisher Inspection)	\$ 21,000.00	\$ 25,000.00	\$ 25,000.00
3521	Office Machine Maintenance		Computers, printers, copiers, etc...	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3522	Machine/Equipment Maintenance	Y	See SCH3522	\$ 838,265.00	\$ 1,132,614.00	\$ 469,614.00
3592	Maintenance Materials		WHAT IS THIS ? - \$1.04 actual spent last FY			\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Utilities - 4176				
Division:		Water Plant - 4176				
Dept. Head-Mike Wagner						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
3603	Neuse River Intake Dredging		Sediment removal around intake screen	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00
3606	River Intake Maintenance		Intake maintenance requiring divers	\$ 42,700.00	\$ 42,700.00	\$ 42,700.00
3992	Water Analysis		State & Federal laws require stringent laboratory testing and analysis of drinking water. These include testing for disinfection byproducts, long-term compliance, and analysis for a long list of possible pollutants. UCMR IV special sampling; Additional Lab Testing Requirements	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4221	Software License Fees		\$4000 approved; \$0 spent YTD			\$ -
4391	Equipment Rent		Ammonia Tank and miscellaneous equipment for processes	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4401	Generator Contract		Annual and semi-annual Cummins 600 KW, Cummins 1500 KW, Kohler 475 KW, Repairs	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 65,375.00	\$ 69,959.00	\$ 69,959.00
4521	Auto Liability		Provided by Finance	\$ 1,705.00	\$ 1,790.00	\$ 1,790.00
4541	Employee Personal Liability		Provided by Finance	\$ 49.00	\$ 49.00	\$ 49.00
4911	Subscriptions	Y	See SCH4911	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
4912	Fees & Dues	Y	See SCH4912	\$ 4,895.00	\$ 5,105.00	\$ 5,105.00
4990	Equipment Expense		Sample Stations - \$1200 each x 6	\$ -	\$ 7,200.00	\$ 7,200.00
4993	General Overhead		Provided by Finance			\$ -
4996	Finance		Provided by Finance			\$ -
4998	Engineers		Provided by Finance			\$ -
9561	Office Supplies		City letterhead/copier paper City Hall	\$ 350.00	\$ 350.00	\$ 350.00
	Total Operating Expenditures			\$ 2,756,939.00	\$ 3,418,623.00	\$ 2,108,599.00
5091	Trac Vac Sludge Removal Project			\$ -	\$ -	\$ -
5094	Flood Control Structure		Ongoing Project w/U.S. Army Corps of Engineers-Est. Yr. End	\$ 100,000.00	\$ -	\$ -
5202	Technology Capital			\$ 42,975.42	\$ -	\$ -
5401	Administrative Car		See Capital		\$ 22,000.00	\$ -
5527	Miscellaneous Equipment		See Capital	\$ 66,310.00	\$ 50,000.00	\$ -
5801	Equipment Shelter		See Capital		\$ 100,000.00	\$ -
5888	Hypo Day Tank			\$ -	\$ -	\$ -
	Total Capital Outlay			\$ 209,285.42	\$ 172,000.00	\$ -
7120	Water Loan Principal		Provided by Finance			

JUSTIFICATION SHEET		Fiscal Year FY20-21		Dept. Head-Mike Wagner		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20	
7220	Water Loan Interest		Provided by Finance				
Total Debt Service						\$ -	
Total Public Utilities-Water Plant Budget				\$ 3,669,858.69	\$ 4,501,493.28	\$ 2,955,170.60	

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund:		61-Utilities Fund					Dept. Head-Mike Wagner									
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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt ?
1	5401	P1009	2005 Ford Ranger	\$ 11,124.00	123,490	\$ 1,800.00	\$ 295.85	\$ 285.91	\$ 412.56	N	1	Ford Escape	15yo +100,000 miles (Used to collect water samples from around town)	\$ 22,000.00	\$ -	
2	5527	N/A	Addition	N/A	N/A	N/A				N	1	Flood Barriers, Concrete Work for Generator Area (this is the 2nd and final piece of the flood stop barriers) This will take care of the generators and transformers for Duke - per Rick. Cfg 4/28/2020 2:05 PM	Removal of eathern berm which limits equipment access	\$ 50,000.00	\$ -	
3	5801	N/A	1970-80 Equipment Shelter	UNKNOWN	N/A	N/A				N	2	Equipment Building	Age/Recent Storms	\$ 100,000.00	\$ -	
4																
5																
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ 11,124.00		\$ 1,800.00	\$ 295.85	\$ 285.91	\$ 412.56					\$ 172,000.00	\$ -	

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 1991 Consultant Fees

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Miscellaneous Professional Consulting Services for WTP Operation and Compliance	\$ 232,750.00	\$ 10,000.00	\$ 10,000.00
2	Engineering Services for updating Utility Master Plan (12 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.)		\$ 530,000.00	\$ -
3	Professional Services for Risk and Resiliency Plan		\$ 25,000.00	\$ 25,000.00
4	Professional Services for Stantec Utility Rate Study-split between 4176 & 4177 (Total for Year \$38420)		\$ 19,210.00	\$ 19,210.00
5				
6				
7				
8				
9				
10				
Total - 1991 Consultant Fees		\$ 232,750.00	\$ 584,210.00	\$ 54,210.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4176					
Division: Water Plant - 4176					
Account: 2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Mandatory Annual Stormwater Training (ES&GS Svs.-Sabata)	\$ 500.00	\$ 500.00	\$ 500.00
2		Chemical Spill Response Training	\$ 500.00	\$ 500.00	\$ 500.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 2323 Other Training	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21**

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 2998 Chemicals

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Liquid Alum Sulfate (68 loads) \$292/Dry Ton)(12 Dry Tons/Load)		\$ 238,272.00	\$ 238,272.00
2	Liquid Caustic Soda (26 loads)(\$600/Dry Ton)(12 Dry Tons/Load)		\$ 187,200.00	\$ 187,200.00
3	Sodium Hypochlorite (31 loads)(\$0.90/gal)(4,500 gal/load)		\$ 125,550.00	\$ 125,550.00
4	Anhydrous Ammonia (9 loads)(\$1.05/lb)(3,030 lb/load) + (9 loads)(\$200.97 fuel surcharge+\$45 Haz Mat)		\$ 30,847.00	\$ 30,847.00
5	Fluoride (3 full loads)(\$0.22/lb.)(48,000 lb./load)		\$ 31,680.00	\$ 31,680.00
6	C9 Zinc Orthophosphate [Corr. Inhibitor]-(3 full loads)(\$0.810/lb @ 44,000 lbs.)		\$ 106,920.00	\$ 106,920.00
7	Activated Carbon in 1,000 lb. bags(18 bags) @ \$1.50/lb (at 7,000 lb.); 18 loads		\$ 189,000.00	\$ 189,000.00
8	Sodium Permanganate 15 Loads, \$9.80/gal @330 gal.		\$ 48,510.00	\$ 48,510.00
9	Polymer (6 loads of 6 pails @ \$130/pail)		\$ 4,680.00	\$ 4,680.00
10	5% inflation factor		\$ 48,133.00	\$ 48,133.00
11	Total Estimated FY 19-20 Year End Budget	\$ 926,316.00		
12	No detail given on cut of \$110,000. cfg 5/11/2020 8:34 PM			\$ (110,000.00)
	Total - 2998 Chemicals	\$ 926,316.00	\$ 1,010,792.00	\$ 900,792.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 3121 Travel

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Annual Surface Water Certification Schools (5x\$400/Exams 5x\$50)		\$ 2,250.00	\$ 2,250.00
2	Bacteriological (BacT) School - J.Carlsle & B.Kalin - \$120 each		\$ 240.00	\$ 240.00
3	Process Control Chemistry - J.Carlsle & B.Kalin - \$120 each		\$ 240.00	\$ 240.00
4	Leadership Schools - 3 x \$500		\$ 1,500.00	\$ 1,500.00
5	NC AWWA Conference/Association Meetings		\$ 800.00	\$ 800.00
6	Required Certification Renewal Contact Hours - 13 x \$115		\$ 1,495.00	\$ 1,495.00
7	Pesticide Exam/Certification Fee & Manuals		\$ 170.00	\$ 170.00
8	Rental Car Expense		\$ 300.00	\$ 300.00
9	Estimated Total Travel Expense Year End June 30	\$ 5,400.00		
10				
	Total - 3121 Travel	\$ 5,400.00	\$ 6,995.00	\$ 6,995.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4176					
Division: Water Plant - 4176					
Account: 3522 Machine/Equipment Maintenance					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	PM	Inspect, Repair, Calibration		\$ 35,000.00	\$ 35,000.00
2	PM	Electronic Maintenance		\$ 35,000.00	\$ 35,000.00
3	PM	Pump Repair		\$ 90,000.00	\$ 90,000.00
4	PM	Hoist Inspection		\$ 1,400.00	\$ 1,400.00
5	PM	Misc. equipment repairs (motors, electrical, compressors, etc.)		\$ 130,000.00	\$ 130,000.00
6	PM	Annual PLC Inventory		\$ 1,200.00	\$ 1,200.00
7	PM	Vibration Analysis on all Finished Water Pumps		\$ 3,000.00	\$ 3,000.00
8	PM	TOC Analyzer Maintenance		\$ 5,500.00	\$ 5,500.00
9	PM	DR 6000 PM (benchtop analyzer)		\$ 1,200.00	\$ 1,200.00
10	Specific	Crack Repair, Paint, and seal clear well #2		\$ 135,000.00	\$ 135,000.00
11	Specific	Elevated Tank Asset Management 4 X's \$40k (if we commit to CIP, then we could cut from here, or from 4178 where Marty has estimated cfg 4/28/2020 2:00 PM)		\$ 120,000.00	\$ 120,000.00
12	Specific	Aluminum sulfate chemical containment		\$ 22,314.00	\$ 22,314.00
13	Specific	Overhaul Pre-Sedimentation Pump or Raw Pump		\$ 45,000.00	\$ 45,000.00
14	Specific	Upsize #4 High Service Pump - increased flow		\$ 251,000.00	\$ 251,000.00
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.)		\$ 157,000.00	\$ 157,000.00
16	Specific	Phase II Upgrading SCADA and Elevated Tank Telemetry		\$ 100,000.00	\$ 100,000.00
17		Reduce \$663,000 per Mike. Cfg 5/11/2020 8:35 PM			\$ (663,000.00)
18		Total Estimated FY 19-20 Year End Budget	\$ 838,265.00		
Total - 3522 Machine/Equipment Maintenance			\$ 838,265.00	\$ 1,132,614.00	\$ 469,614.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4176					
Division: Water Plant - 4176					
Account: 4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Manuals - AWWA Standards, Lab, Regulatory & Water Plant Operators	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4176					
Division: Water Plant - 4176					
Account: 4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		NC Water Treatment Facility Operators Certification Board	\$ 450.00	\$ 540.00	\$ 540.00
2		NC Waterworks Operators Association	\$ 520.00	\$ 640.00	\$ 640.00
3		NC Dept. of Environmental Quality - Plant Operating Permit	\$ 2,925.00	\$ 2,925.00	\$ 2,925.00
4		State Lab of Public Health-Drinking Water Certification Renewal	\$ 250.00	\$ 250.00	\$ 250.00
5		NC AWWA-WEA Maintenance Technology Certification	\$ 30.00	\$ 30.00	\$ 30.00
6		AWWA Membership Renewals (3)	\$ 720.00	\$ 720.00	\$ 720.00
7					
8					
9					
10					
		Total - 4912 Fees & Dues	\$ 4,895.00	\$ 5,105.00	\$ 5,105.00

FISCAL YEAR 2020-21 BUDGET

DEPARTMENT/DIVISION: P.U. / WATER RECLAMATION FACILITY

DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 14.2 MGD advanced wastewater treatment facility. In 2019, an average of 8.88 MGD of wastewater was treated. Of this amount, 1.36 MGD was used purchased capacity. There is still 0.92 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 21 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% and should be running at >60% most of the time.
- Barscreens at the 117 and Little Cherry Pump Stations are due to be replaced. Each has experienced costly failures in FY 19-20.
- The Westbrook Pump Station generator has 25 years of service, has reached its working life expectancy, and needs to be replaced. This generator operation is critical to our master pump station and has been vital during Hurricane Matthew and Florence.
- Phase II- Telemetry equipment for the remote monitoring control system is outdated and critical parts are now obsolete. It is essential that this system for the Water Treatment Plant, Raw Water Pump Station, 4-Elevated Tanks, Water Reclamation Facility, 26-Pump Stations, Compost Facility, wetlands, and sprayfield is replaced with new and reliable technologies to remain permit compliant.
- The addition of a certified operator and several position reclassifications are important for succession planning and growth.

EXPENDITURE SHEET		Fiscal Year FY20-21								
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner				
Dept #:		4177	Public Utilities		~ = Division by Zero					
Division:		4177	Waste Treatment		* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular		\$ 886,443.58	\$ 949,264.61	\$ 949,264.61	\$ 948,925.22	\$ 1,090,439.04	14.87%	\$ 982,301.81	3.48%
1220	Salaries & Wages Overtime		\$ 17,586.73	\$ 3,045.15	\$ 3,045.15	\$ 12,000.00	\$ 12,000.00	294.07%	\$ 12,000.00	294.07%
1272	Holiday Pay		\$ 7,673.97	\$ 8,120.40	\$ 8,120.40	\$ 8,300.00	\$ 8,300.00	2.21%	\$ 8,300.00	2.21%
1274	Call Duty Pay		\$ 6,714.29	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus		\$ 7,874.91	\$ -	\$ -	\$ 7,429.00	\$ 9,086.00	~	\$ 10,210.00	~
1278	Wellness Earnings		\$ 3,069.64	\$ -	\$ -	\$ 4,000.00	\$ 6,600.00	~	\$ 6,000.00	~
1280	Vacation Pay Out		\$ 838.41	\$ -	\$ -	\$ -	\$ 12,448.80	~	\$ 12,448.80	~
1810	Social Security		\$ 70,358.84	\$ 73,977.86	\$ 73,977.86	\$ 75,517.30	\$ 87,621.10	18.44%	\$ 79,388.69	7.31%
1821	NCLGERS-Retirement		\$ 75,473.64	\$ 87,226.29	\$ 87,226.29	\$ 100,196.15	\$ 116,255.44	33.28%	\$ 105,332.70	20.76%
1822	401-K Retirement		\$ 33,724.25	\$ 38,680.52	\$ 38,680.52	\$ 39,486.17	\$ 45,814.95	18.44%	\$ 41,510.42	7.32%
1830	Hospital Insurance		\$ 110,304.09	\$ 120,840.00	\$ 120,840.00	\$ 130,800.00	\$ 143,880.00	19.07%	\$ 130,800.00	8.24%
1835	Group Term Life Insurance Coverage		\$ 837.38	\$ -	\$ -	\$ 763.20	\$ 839.52	~	\$ 839.52	~
1850	Unemployment Compensation		\$ -	\$ -	\$ -	\$ -	\$ 449.00	*	\$ 449.00	*
1860	Worker's Compensation		\$ 4,003.00	\$ 4,203.00	\$ 4,203.00	\$ 4,320.00	\$ 4,328.00	2.97%	\$ 4,328.00	2.97%
	Total Salaries & Benefits		\$ 1,224,902.73	\$ 1,291,857.83	\$ 1,291,857.83	\$ 1,338,237.04	\$ 1,544,561.86	19.56%	\$ 1,400,408.94	8.40%
1911	Audit		\$ 12,500.00	\$ 12,300.00	\$ 12,300.00	\$ 14,344.00	\$ -	*	\$ -	*
1915	Bank Fees		\$ 73,904.75	\$ 74,000.00	\$ 74,000.00	\$ 82,512.00	\$ -	*	\$ -	*
1931	Medical Treatment		\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams		\$ 407.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	0.00%	\$ 550.00	0.00%
1991	Consultant Fees		\$ 95,320.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 104,210.00	942.10%	\$ 104,210.00	942.10%
2111	Cleaning Supplies		\$ 3,999.74	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2121	Uniforms		\$ 5,164.04	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 5,250.00	10.53%	\$ 5,250.00	10.53%
2123	Protective Clothing		\$ 1,947.93	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00	10.00%	\$ 2,200.00	10.00%
2124	Shoes-Steel Toe		\$ 1,553.63	\$ 1,710.00	\$ 1,710.00	\$ 1,710.00	\$ 2,415.00	41.23%	\$ 2,415.00	41.23%
2203	Employee Appreciation		\$ 303.47	\$ 320.00	\$ 320.00	\$ 320.00	\$ 336.00	*	\$ 336.00	*
2323	Other Training		\$ 475.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2501	Vehicle Operation/Maintenance		\$ 9,067.18	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2502	Vehicle Fuel		\$ 8,908.78	\$ 19,000.00	\$ 19,000.00	\$ 10,000.00	\$ 19,000.00	0.00%	\$ 19,000.00	0.00%
2591	Fuel For Equipment		\$ 4,927.45	\$ 8,000.00	\$ 8,000.00	\$ 9,500.00	\$ 9,500.00	18.75%	\$ 9,500.00	18.75%
2601	Office Supplies		\$ 2,995.91	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2993	Operational Supplies		\$ 111,926.85	\$ 134,500.00	\$ 139,500.00	\$ 134,500.00	\$ 141,165.00	4.96%	\$ 139,622.00	3.81%
2994	Tools		\$ 642.22	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2998	Chemicals		\$ 139,626.30	\$ 143,400.00	\$ 143,400.00	\$ 143,400.00	\$ 154,236.50	7.56%	\$ 154,236.50	7.56%
3121	Travel		\$ 6,384.19	\$ 8,675.00	\$ 8,675.00	\$ 8,675.00	\$ 27,220.00	213.78%	\$ 13,620.00	57.00%

EXPENDITURE SHEET		Fiscal Year FY20-21														
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner										
Dept #:		4177	Public Utilities		~ = Division by Zero											
Division:		4177	Waste Treatment		* = Change < \$500											
Purple Cell-Finance Input																
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)						
3210	Telephone	\$	3,678.94	\$	7,400.00	\$	7,400.00	\$	4,000.00	\$	5,000.00	-32.43%	\$	5,000.00	-32.43%	
3250	Postage	\$	49,296.86	\$	37,000.00	\$	37,000.00	\$	60,000.00	\$	2,500.00	-93.24%	\$	2,500.00	-93.24%	
3310	Electricity	\$	608,972.98	\$	645,000.00	\$	645,000.00	\$	645,000.00	\$	650,000.00	0.78%	\$	650,000.00	0.78%	
3410	Printing	\$	5,727.64	\$	14,500.00	\$	14,500.00	\$	40.00	\$	-	*	\$	-	*	
3421	Copy Machine Cost	\$	471.28	\$	175.00	\$	175.00	\$	175.00	\$	175.00	*	\$	175.00	*	
3510	Repairs (Insurance Claims)			\$	-	\$	-	\$	350.00	\$	500.00	*	\$	500.00	*	
3511	Building Maintenance	\$	10,918.41	\$	27,200.00	\$	27,200.00	\$	27,200.00	\$	28,000.00	2.94%	\$	28,000.00	2.94%	
3521	Office Machine Maintenance	\$	1,445.40	\$	3,000.00	\$	3,000.00	\$	1,500.00	\$	3,000.00	0.00%	\$	3,000.00	0.00%	
3522	Machine/Equipment Maintenance	\$	563,486.28	\$	724,118.00	\$	914,222.72	\$	914,000.00	\$	2,002,100.00	176.49%	\$	888,084.00	22.64%	
3608	Pump Stations Maintenance	\$	91,953.55	\$	222,000.00	\$	252,687.65	\$	250,000.00	\$	1,340,000.00	503.60%	\$	160,000.00	-27.93%	
3990	Wastewater Analysis	\$	15,420.55	\$	25,000.00	\$	25,000.00	\$	25,000.00	\$	25,000.00	0.00%	\$	25,000.00	0.00%	
4221	Software License Fees	\$	86,588.00	\$	127,005.00	\$	131,005.00	\$	-	\$	-	*	\$	-	*	
4391	Equipment Rent	\$	949.41	\$	2,000.00	\$	2,000.00	\$	2,000.00	\$	2,000.00	0.00%	\$	2,000.00	0.00%	
4401	Generator Contract	\$	7,712.76	\$	49,200.00	\$	49,200.00	\$	49,000.00	\$	20,000.00	-59.35%	\$	20,000.00	-59.35%	
4511	Multi-Peril Insurance	\$	176,525.70	\$	185,352.00	\$	185,352.00	\$	199,083.00	\$	211,730.00	14.23%	\$	211,730.00	14.23%	
4521	Auto Liability	\$	2,127.00	\$	2,233.00	\$	2,233.00	\$	2,059.00	\$	2,162.00	-3.18%	\$	2,162.00	-3.18%	
4541	Employee Personal Liability	\$	85.00	\$	85.00	\$	85.00	\$	85.00	\$	85.00	*	\$	85.00	*	
4911	Subscriptions	\$	140.51	\$	150.00	\$	150.00	\$	150.00	\$	150.00	*	\$	150.00	*	
4912	Fees & Dues	\$	10,130.00	\$	10,460.00	\$	10,460.00	\$	10,688.00	\$	11,270.00	7.74%	\$	11,270.00	7.74%	
4920	Arbitrage Rebate Fees	\$	2,386.54					\$	-	\$	-	*	\$	-	*	
4990	Equipment Expense	\$	2,393.00	\$	2,390.00	\$	2,390.00	\$	2,390.00	\$	4,100.00	71.55%	\$	4,100.00	71.55%	
4993	General Overhead	\$	567,578.00					\$	-	\$	-	*	\$	-	*	
4996	Finance	\$	437,346.00					\$	-	\$	-	*	\$	-	*	
4998	Engineers	\$	429,842.00					\$	-	\$	-	*	\$	-	*	
9561	Office Supplies	\$	536.61	\$	700.00	\$	700.00	\$	700.00	\$	700.00	0.00%	\$	700.00	0.00%	
9959	Neuse River Basin Association	\$	16,109.35	\$	14,820.00	\$	14,820.00	\$	14,817.00	\$	17,285.82	16.64%	\$	17,285.82	16.64%	
Total Operating Expenditures			\$	3,571,876.21	\$	2,540,043.00	\$	2,769,835.37	\$	2,649,548.00	\$	4,812,890.32	89.48%	\$	2,503,731.32	-1.43%
5074	Turbo Blowers	\$	499,898.20					\$	-	\$	-	*	\$	-	*	
5081	Crane	\$	6,429.80					\$	-	\$	-	*	\$	-	*	
5401	Administrative Car	\$	-	\$	-	\$	-	\$	-	\$	22,000.00	~	\$	-	*	
5412	Compact Pick-Up Trucks			\$	26,000.00	\$	26,000.00	\$	24,015.00	\$	-	*	\$	-	*	
5423	Crew-Cab Pick-Up Truck	\$	25,681.96					\$	-	\$	-	*	\$	-	*	
5527	Miscellaneous Equipment			\$	85,700.00	\$	85,700.00	\$	85,700.00	\$	23,500.00	-72.58%	\$	23,500.00	-72.58%	
5579	Electric Golf Carts	\$	-	\$	-	\$	-	\$	-	\$	9,300.00	~	\$	35,000.00	~	

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund							
Dept #:	4177	Public Utilities							
Division:	4177	Waste Treatment							
		Dept. Head Mike Wagner							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
5638	Portable Generator	\$ 41,177.00			\$ -	\$ -	*	\$ -	*
5801	Equipment Shelter	\$ 12,775.81			\$ -	\$ -	*	\$ -	*
5873	Water Pump		\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ -	*	\$ -	*
5888	Hypo Day Tank				\$ -	\$ 40,000.00	~	\$ -	*
	Total Capital Outlay	\$ 585,962.77	\$ 135,700.00	\$ 135,700.00	\$ 133,715.00	\$ 94,800.00	-30.14%	5850000.00%	-56.89%
7100	Bond Principal	\$ 1,116,137.00			\$ -	\$ -	*	\$ -	*
7110	Wastewater Principal Payment	\$ 168,085.40			\$ -	\$ -	*	\$ -	*
7200	Bond Interest	\$ 308,130.41			\$ -	\$ -	*	\$ -	*
7210	Wastewater Interest Payment	\$ 60,040.10			\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ 1,652,392.91	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Public Utilities-Waste Treatment Budget	\$ 7,035,134.62	\$ 3,967,600.83	\$ 4,197,393.20	\$ 4,121,500.04	\$ 6,452,252.18	62.62%	\$ 3,962,640.26	-0.13%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Utilities - 4177				
Division:		Waste Treatment - 4177				
				Dept. Head-Mike Wagner		
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		NOTE: 22 employees (20 current + 2 new) in Salary & Benefits including J.Boyette; 21 employees in Operational Costs; Mgr - 20 employees	\$ 948,925.22	\$ 1,090,439.04	\$ 982,301.81
1220	Salaries & Wages Overtime		\$1000 per month estimated	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
1272	Holiday Pay			\$ 8,300.00	\$ 8,300.00	\$ 8,300.00
1274	Call Duty Pay		\$125 Operator On-Call Duty Pay once per week x 52 weeks	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus		\$413 x 22 employees for \$250 Net Bonus; Also includes "Spot" Bonuses per policy. Mgr-20 @ \$413 + 3 @ \$650	\$ 7,429.00	\$ 9,086.00	\$ 10,210.00
1278	Wellness Earnings		\$300 per year X 22 employees; estimated less for current yr. Mgr - 20 @ \$300	\$ 4,000.00	\$ 6,600.00	\$ 6,000.00
1280	Vacation Pay Out		TGarner - Retirement Date October 2020 (\$4857.60); K Hill - Retirement Date Unknown - 34 years of service (\$7591.20)	\$ -	\$ 12,448.80	\$ 12,448.80
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 75,517.30	\$ 87,621.10	\$ 79,388.69
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 100,196.15	\$ 116,255.44	\$ 105,332.70
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 39,486.17	\$ 45,814.95	\$ 41,510.42
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 130,800.00	\$ 143,880.00	\$ 130,800.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 763.20	\$ 839.52	\$ 839.52
1850	Unemployment Compensation		Provided by Finance		\$ 449.00	\$ 449.00
1860	Worker's Compensation		Provided by Finance	\$ 4,320.00	\$ 4,328.00	\$ 4,328.00
	Total Salaries & Benefits			\$ 1,338,237.04	\$ 1,544,561.86	\$ 1,400,408.94
1911	Audit		Provided by Finance	\$ 14,344.00	\$ -	\$ -
1915	Bank Fees			\$ 82,512.00	\$ -	\$ -
1931	Medical Treatment			\$ 50.00	\$ 50.00	\$ 50.00
1932	Medical Exams			\$ 550.00	\$ 550.00	\$ 550.00
1991	Consultant Fees	Y	See SCH1991	\$ 10,000.00	\$ 104,210.00	\$ 104,210.00
2111	Cleaning Supplies		Housekeeping-type cleaning supplies, floor cleaner,etc.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2121	Uniforms		\$250 x 21 employees for FY20-21	\$ 4,750.00	\$ 5,250.00	\$ 5,250.00
2123	Protective Clothing		10% increase projected with 2 new employees	\$ 2,000.00	\$ 2,200.00	\$ 2,200.00
2124	Shoes-Steel Toe		\$115 x 21 employees for FY20-21	\$ 1,710.00	\$ 2,415.00	\$ 2,415.00
2203	Employee Appreciation		\$16 x 21 employees for FY20-21	\$ 320.00	\$ 336.00	\$ 336.00
2323	Other Training	Y	See SCH2323	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Mike Wagner	Green Cell - Department Input
Dept #:	Public Utilities - 4177		
Division:	Waste Treatment - 4177		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
2501	Vehicle Operation/Maintenance		Maintenance and repairs for the cars, trucks and lawn mowers	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00
2502	Vehicle Fuel		6 Vehicles + Carboy for 12" Hydraulic Submersible Pump	\$ 10,000.00	\$ 19,000.00	\$ 19,000.00
2591	Fuel For Equipment		Generators at the WRF, 5 pump stations, and 3 portables	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00
2601	Office Supplies		Miscellaneous supplies, such as pens, binders, printer supplies, etc.	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2993	Operational Supplies		Lab supplies, Herbicides, Reuse Field, Bird Control, Etc...	\$ 134,500.00	\$ 141,165.00	\$ 139,622.00
2994	Tools		Maintenance of equipment, pump stations, and grounds	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2998	Chemicals	Y	See SCH2998	\$ 143,400.00	\$ 154,236.50	\$ 154,236.50
3121	Travel	Y	See SCH3121	\$ 8,675.00	\$ 27,220.00	\$ 13,620.00
3210	Telephone		Best estimate based on 2 years prior actual	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
3250	Postage		\$40,000 spent YTD; Utility Bill Printing New Organization set up for next FY; will only need to budget for postage & Fed Ex needs - \$1300 spent YTD in Fed Ex and postage	\$ 60,000.00	\$ 2,500.00	\$ 2,500.00
3310	Electricity		New U.V. System would reduce cost	\$ 645,000.00	\$ 650,000.00	\$ 650,000.00
3410	Printing		Line Item No Longer Used	\$ 40.00	\$ -	\$ -
3421	Copy Machine Cost		Copies made at City Hall	\$ 175.00	\$ 175.00	\$ 175.00
3510	Repairs (Insurance Claims)			\$ 350.00	\$ 500.00	\$ 500.00
3511	Building Maintenance		A/C PM, Floors, Inspections, Maintenance A/C, Lab Paint	\$ 27,200.00	\$ 28,000.00	\$ 28,000.00
3521	Office Machine Maintenance		Copier Lease (\$250/month)	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
3522	Machine/Equipment Maintenance	Y	See SCH3522	\$ 914,000.00	\$ 2,002,100.00	\$ 888,084.00
3608	Pump Stations Maintenance		Little Cherry Pump Station & 117 Barscreens \$225K/ea, Westbrook Generator \$450K , Westbrook #5 VFD variable frequency drive \$240K, Station Repairs \$150K	\$ 250,000.00	\$ 1,340,000.00	\$ 160,000.00
3990	Wastewater Analysis		Permit & process control testing for WRF, Wetlands, Reuse	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
4221	Software License Fees		See I.T.			
4391	Equipment Rent		Renting of pumps, lifts, bobcat, etc...	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
4401	Generator Contract		Servicing and repairs to 14 emergency generators (Triennial service for big 3 was in FY19-20)	\$ 49,000.00	\$ 20,000.00	\$ 20,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 199,083.00	\$ 211,730.00	\$ 211,730.00
4521	Auto Liability		Provided by Finance	\$ 2,059.00	\$ 2,162.00	\$ 2,162.00
4541	Employee Personal Liability		Provided by Finance	\$ 85.00	\$ 85.00	\$ 85.00
4911	Subscriptions	Y	See SCH4911	\$ 150.00	\$ 150.00	\$ 150.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Utilities - 4177				
Division:		Waste Treatment - 4177				
Dept. Head-Mike Wagner						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
4912	Fees & Dues	Y	See SCH4912	\$ 10,688.00	\$ 11,270.00	\$ 11,270.00
4920	Arbitrage Rebate Fees		Not Listed in Banner - New Organization per Terrie/Catherine	\$ -	\$ -	\$ -
4990	Equipment Expense		Replace Pretreatment Industry Sampler, Lab Refrigerator \$1500	\$ 2,390.00	\$ 4,100.00	\$ 4,100.00
4993	General Overhead		Provided by Finance			
4996	Finance		Provided by Finance			
4998	Engineers		Provided by Finance			
9561	Office Supplies		City letterhead/copier paper & calendars	\$ 700.00	\$ 700.00	\$ 700.00
9959	Neuse River Basin Association		Annual Membership Dues for (LNBA) and (NRCA)	\$ 14,817.00	\$ 17,285.82	\$ 17,285.82
Total Operating Expenditures				\$ 2,649,548.00	\$ 4,812,890.32	\$ 2,503,731.32
5074	Turbo Blowers			\$ -	\$ -	\$ -
5081	Crane			\$ -	\$ -	\$ -
5401	Administrative Car		See Capital		\$ 22,000.00	\$ -
5412	Compact Pick-Up Trucks			\$ 24,015.00	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck			\$ -	\$ -	\$ -
5527	Miscellaneous Equipment		See Capital	\$ 85,700.00	\$ 23,500.00	\$ 23,500.00
5579	Electric Golf Carts		See Capital		\$ 9,300.00	\$ 35,000.00
5638	Portable Generator			\$ -	\$ -	\$ -
5801	Equipment Shelter			\$ -	\$ -	\$ -
5873	Water Pump		On Order	\$ 24,000.00	\$ -	\$ -
5888	Hypo Day Tank		See Capital		\$ 40,000.00	\$ -
Total Capital Outlay				\$ 133,715.00	\$ 94,800.00	\$ 58,500.00
7100	Bond Principal		Provided by Finance			
7110	Wastewater Principal Payment		Provided by Finance			
7200	Bond Interest		Provided by Finance			
7210	Wastewater Interest Payment		Provided by Finance			
Total Debt Service				\$ -	\$ -	\$ -
Total Public Utilities-Waste Treatment Budget				\$ 4,121,500.04	\$ 6,452,252.18	\$ 3,962,640.26

CAPITAL OUTLAY																
Fiscal Year FY20-21																
Fund:		61-Utilities Fund Dept. Head-Mike Wagner														
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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5401	A1104	2007/Toyota/Yaris hatchback	\$ 15,000.00	70,000	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	N	2	Ford Escape	Age/ Not meeting sampling and transportation needs	\$ 22,000.00	\$ -	Y
2	5527	N/A	2007 Buchi-Distillation (of water)	\$ 15,000.00	N/A	\$ -	\$ 1,066.00	\$ 352.00	\$ 157.00	N	1	Lab Distillation Unit	12 years old; Maint. Issues	\$ 17,500.00	\$ 17,500.00	N
3	5527	N/A	Hach Multi-Bottle Sampler	\$ 5,500.00	N/A	\$ -				N	1	Refrigerated Sampler	No back-up Sampler	\$ 6,000.00	\$ 6,000.00	N
4	5579	N/A	1998/Rebuilt Golf Cart	\$ 8,640.00	UNKN	\$ 200.00	\$ 1,100.00	\$ 1,200.00	\$ 1,100.00	N	2	Utility Vehicle (like a Mule/Gator) to maintain the spray fields areas along the fence line	Maintenance/Working Life	\$ 9,300.00	\$ 35,000.00	N
5	5888	N/A	1999/Part of Upgrade	UNKNOWN	N/A	\$ -				N	1	Bulk Chemical Tank - Hypochlorite (10,000 gallon tank; for re-use water; if anything happens to the UV system they use this.	Past Life Expectancy (20 year)	\$ 40,000.00	\$ -	N
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ 44,140.00		\$ 2,200.00	\$ 3,166.00	\$ 2,552.00	\$ 2,257.00					\$ 94,800.00	\$ 58,500.00	

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund:	61-Utilities Fund		Dept. Head-Mike Wagner		
Dept #:	Public Utilities - 4177				
Division:	Waste Treatment - 4177				
Account:	1991 Consultant Fees				
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Miscellaneous Professional Consulting Services for WRF Operation and Compliance	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2		Professional Services for Integration of Asset Management		\$ 75,000.00	\$ 75,000.00
3		Professional Services for Stantec-Utility Rate Study- split between 4176 & 4177 (Total for year \$38420)		\$ 19,210.00	\$ 19,210.00
4					
5					
6					
7					
8					
9					
10					
		Total - 1991 Consultant Fees	\$ 10,000.00	\$ 104,210.00	\$ 104,210.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 61-Utilities Fund

Dept. Head-Mike Wagner

Dept #: Public Utilities - 4177

Division: Waste Treatment - 4177

Account: 2323 Other Training

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Annual Mandatory Stormwater Training (ES&GS/Bill Sabata)	\$ 500.00	\$ 500.00	\$ 500.00
2		Chemical Spill Response Training	\$ 500.00	\$ 500.00	\$ 500.00
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 2323 Other Training	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 61-Utilities Fund****Dept. Head-Mike Wagner****Dept #: Public Utilities - 4177****Division: Waste Treatment - 4177****Account: 2998 Chemicals**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Spray Field Hypo (Mini) - 500 gallons x 2.15 x 6 months	\$ 6,500.00	\$ 6,450.00	\$ 6,450.00
2	Hypo Plant Site (Large) - 5,000 gallons x 0.80 x 6 months	\$ 24,300.00	\$ 24,000.00	\$ 24,000.00
3	Sodium Bisulfite - 1500 gallons x 12 months x 2.63	\$ 33,800.00	\$ 47,340.00	\$ 47,340.00
4	Dechlor Tablets (48 lbs.) 157 x 30 buckets	\$ 8,100.00	\$ 4,710.00	\$ 4,710.00
5	CL2 Tablets - 50 lb. bucket - 150.01 x 50 buckets	\$ 4,500.00	\$ 7,500.50	\$ 7,500.50
6	Polymer - 1 Tote 3495 x 16 totes	\$ 58,000.00	\$ 55,920.00	\$ 55,920.00
7	Polymer (Drums) - 450 lbs. x 1.54 x 12 Drums	\$ 8,200.00	\$ 8,316.00	\$ 8,316.00
8				
9				
10				
	Total - 2998 Chemicals	\$ 143,400.00	\$ 154,236.50	\$ 154,236.50

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 61-Utilities Fund****Dept. Head-Mike Wagner****Dept #: Public Utilities - 4177****Division: Waste Treatment - 4177****Account: 3121 Travel**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Annual Wastewater Operator Certification Schools/Exams -		\$ 4,800.00	\$ 4,800.00
2	8 schools @ \$365; 8 exams @ \$85 & Training Manuals-6x\$200			
3	1 Spray Irrigation School & 1 Electrical Safety School		\$ 950.00	\$ 950.00
4	Pretreatment Workshop		\$ 100.00	\$ 100.00
5	Association Meetings (Periodic professional/educational mtgs.)		\$ 100.00	\$ 100.00
6	Required Certification Renewal for Contact Hours - 20 x \$115		\$ 2,300.00	\$ 2,300.00
7	NC AWWA Annual Conf. & Misc. Leadership Programs		\$ 1,200.00	\$ 1,200.00
8	Pesticide Exam/Certification Fee & Manuals		\$ 170.00	\$ 170.00
9	Rental Car Expense		\$ 300.00	\$ 300.00
10	AWWA, NCRWA, Compost Annual Conference (Director)		\$3,000	\$ 3,000.00
11	UNC Water and Wastewater National Leadership School		\$ 13,550.00	\$ -
12	Lab Analyst II X's 2 (\$290 + \$85 x 2)		\$ 750.00	\$ 700.00
13	Total Estimated Travel FY 19-20 Year End	\$ 8,675.00		
14				
	Total - 3121 Travel	\$ 8,675.00	\$ 27,220.00	\$ 13,620.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 61-Utilities Fund****Dept. Head-Mike Wagner****Dept #: Public Utilities - 4177****Division: Waste Treatment - 4177****Account: 3522 Machine/Equipment Maintenance**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Inspect, Repair, Calibration		\$ 150,000.00	\$ 150,000.00
2	Electronic Maintenance (Calibrations, repairs, etc..)		\$ 50,000.00	\$ 50,000.00
3	Vibration Analysis/Infrared Analysis		\$ 6,000.00	\$ 6,000.00
4	Pump/Motors Repair on WRF Site		\$ 45,000.00	\$ 45,000.00
5	Hoist Inspections		\$ 1,100.00	\$ 1,100.00
6	Bio Blower Service-Annual		\$ 3,000.00	\$ 3,000.00
7	Turbo Blowers - Annual Service		\$ 15,100.00	\$ 15,100.00
8	Maintenance Contract for Smart System 5		\$ 4,300.00	\$ 4,300.00
9	UV Light Replacement Parts & Repairs		\$ 70,000.00	\$ 70,000.00
10	Annual Belt Filter Press Service		\$ 6,800.00	\$ 6,800.00
11	Replace 3 sets of Belts, Spray Nozzles & Shoes on Dewatering Belt Presses (yearly)		\$ 14,500.00	\$ 14,500.00
12	Dewatering Service Parts Seals,Doctor Blades,Polymer Feed		\$ 16,000.00	\$ 16,000.00
13	Annual PLC Program Inventory		\$ 1,200.00	\$ 1,200.00
14	Replace Air Filters for Turbo Blowers & Panels		\$ 12,000.00	\$ 12,000.00
15	Replace Weir Brushes		\$ 4,000.00	\$ 4,000.00
16	Instrumentation Sensors (DO, pH, Turbidity & Monitors)		\$ 25,000.00	\$ 25,000.00
17	Grit Chambers - #1 & #2 Clean Out		\$ 18,000.00	\$ 18,000.00
18	SCADA & PLC Service (CITI)		\$ 10,000.00	\$ 10,000.00
19	WASS Valve Replacement		\$ 95,000.00	\$ 95,000.00
20	Bio Tank Blower Replacement		\$ 19,100.00	\$ 19,100.00
21	Bio Blower Replacement (includes removal of old & installation of new)		\$ 27,000.00	\$ 27,000.00
22	U.V. System Replacement		\$ 990,000.00	\$ 990,000.00
23	Aerator Rehabilitation		\$ 79,000.00	\$ 79,000.00
24	Basin #2 Sludge Removal and diffuser changing		\$ 140,000.00	\$ 140,000.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 61-Utilities Fund****Dept. Head-Mike Wagner****Dept #: Public Utilities - 4177****Division: Waste Treatment - 4177****Account: 3522 Machine/Equipment Maintenance**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
25	Phase II of Telemetry Upgrade at 40-locations		\$ 200,000.00	\$ 200,000.00
26	Per Mike reduce \$1,114,016. Detail not specified			\$ (1,114,016.00)
27	Total Estimated FY 19-20 Year End Budget	\$ 914,000.00		
28				
	Total - 3522 Machine/Equipment Maintenance	\$ 914,000.00	\$ 2,002,100.00	\$ 888,084.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 61-Utilities Fund****Dept. Head-Mike Wagner****Dept #: Public Utilities - 4177****Division: Waste Treatment - 4177****Account: 4911 Subscriptions**

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Laboratory Standards Manuals	\$ 150.00	\$ 150.00	\$ 150.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 4911 Subscriptions	\$ 150.00	\$ 150.00	\$ 150.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4177					
Division: Waste Treatment - 4177					
Account: 4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Wastewater Operator Certification Renewals (22 x \$50-this includes some cross-certified water operators)(Due in Dec)	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00
2		NCAWWA-WEA Assn. Membership for Operators (\$85 x 21)(3 due in Feb & remainder in May)	\$ 1,425.00	\$ 1,785.00	\$ 1,785.00
3		NC AWWA-WEA Maintenance Technology Certification (Jay/Mechanic)	\$ 30.00	\$ 30.00	\$ 30.00
4		Annual NPDES Permit Fee (Discharge) due in November	\$ 3,440.00	\$ 3,500.00	\$ 3,500.00
5		Laboratory Annual Certification (due in Oct)	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
6		Pretreatment Consortium (Pretreatment Coordinator)	\$ 25.00	\$ 25.00	\$ 25.00
7		Water Environment Federation/National AWWA(Director)	\$ 453.00	\$ 500.00	\$ 500.00
8		NC Rural Water Assoc.(City of Goldsboro System Membership)	\$ 1,085.00	\$ 1,085.00	\$ 1,085.00
9		Reclaimed Water Annual Permit (Non-Discharge)(due July)	\$ 1,310.00	\$ 1,325.00	\$ 1,325.00
10		NC Association of Municipal Clerks/International Institute of Municipal Clerks	\$ 170.00	\$ 170.00	\$ 170.00
		Total - 4912 Fees & Dues	\$ 10,688.00	\$ 11,270.00	\$ 11,270.00

FISCAL YEAR 2020-21 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 is the biosolids management plan for the Water Reclamation Facility This facility is largely controlled by computers to 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 end 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 operators duties doubled when wasting to the EQ Basins ended in 2017. Valuable maintenance time was lost and the Superintendent is involved in daily operations and processes. An additional staff member is needed to meet the operations and maintenance needs of the facility, and to ensure efficiency with biosolids and stormwater permits, re-establish maintenance plans and training, and avoid potential injuries in this industrial environment.
- The Compost Facility runs three (3) Roto-Mix trucks, one (1) was purchased in 2002, one (1) in 2009 with an old 2002 bed and one (1) was purchased in 2013. A new Roto-Mix Floor Mixer was purchased in FY 19-20 in lieu of replacing this aging fleet. A dump truck is needed for transporting biosolids from the WRF. This is needed due to the increased mechanical and electronic failures and maintenance on the aging trucks.
- The last of three (3) loaders is identified to be replaced in the CIP. This is right on que with increased maintenance.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner			
Dept #:		4179	Public Utilities		~ = Division by Zero				
Division:		4179	Compost		* = Change < \$500				
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 197,423.54	\$ 207,521.90	\$ 207,521.90	\$ 199,566.36	\$ 232,802.66	12.18%	\$ 201,124.07	-3.08%
1220	Salaries & Wages Overtime	\$ 2,640.98	\$ 152.26	\$ 152.26	\$ 2,200.00	\$ 2,200.00	1344.90%	\$ 2,200.00	1344.90%
1274	Call Duty Pay	\$ 125.00			\$ -	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 2,316.15	\$ -	\$ -	\$ 2,065.00	\$ 2,478.00	~	\$ 2,065.00	~
1278	Wellness Earnings	\$ 853.96	\$ -	\$ -	\$ 1,500.00	\$ 1,800.00	~	\$ 1,500.00	~
1280	Vacation Pay Out	\$ 739.64	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1810	Social Security	\$ 15,545.56	\$ 15,887.56	\$ 15,887.56	\$ 15,707.85	\$ 18,304.97	15.22%	\$ 15,827.01	-0.38%
1821	NCLGERS-Retirement	\$ 16,462.61	\$ 18,731.74	\$ 18,731.74	\$ 20,841.13	\$ 24,286.99	29.66%	\$ 20,999.24	12.11%
1822	401-K Retirement	\$ 7,315.56	\$ 8,307.17	\$ 8,307.17	\$ 8,213.25	\$ 9,571.23	15.22%	\$ 8,275.56	-0.38%
1830	Hospital Insurance	\$ 29,952.58	\$ 31,800.00	\$ 31,800.00	\$ 32,700.00	\$ 39,240.00	23.40%	\$ 32,700.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 198.22	\$ -	\$ -	\$ 190.80	\$ 228.96	*	\$ 228.96	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 98.00	*	\$ 98.00	*
1860	Worker's Compensation	\$ 1,078.00	\$ 1,132.00	\$ 1,132.00	\$ 1,110.00	\$ 1,166.00	3.00%	\$ 1,166.00	3.00%
	Total Salaries & Benefits	\$ 274,651.80	\$ 283,532.63	\$ 283,532.63	\$ 284,094.39	\$ 332,176.80	17.16%	\$ 286,183.85	0.94%
1915	Bank Fees	\$ 877.24	\$ 825.00	\$ 825.00	\$ 825.00	\$ 825.00	0.00%	\$ 825.00	0.00%
1932	Medical Exams	\$ 149.00	\$ 200.00	\$ 200.00	\$ 160.00	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ 2,466.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2111	Cleaning Supplies	\$ 526.67	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2121	Uniforms	\$ 1,483.43	\$ 1,250.00	\$ 1,250.00	\$ 1,800.00	\$ 1,800.00	44.00%	\$ 1,800.00	44.00%
2123	Protective Clothing	\$ 1,098.57	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,375.00	10.00%	\$ 1,375.00	10.00%
2124	Shoes-Steel Toe	\$ 450.00	\$ 450.00	\$ 450.00	\$ 510.00	\$ 690.00	53.33%	\$ 690.00	53.33%
2203	Employee Appreciation	\$ 79.64	\$ 80.00	\$ 80.00	\$ 80.00	\$ 96.00	*	\$ 96.00	*
2323	Other Training	\$ 1,220.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 39,881.01	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
2502	Vehicle Fuel	\$ 6,775.62	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	\$ 12,500.00	0.00%	\$ 12,500.00	0.00%
2591	Fuel For Equipment	\$ 38,027.95	\$ 36,000.00	\$ 41,920.04	\$ 36,000.00	\$ 36,000.00	0.00%	\$ 36,000.00	0.00%
2601	Office Supplies	\$ 943.43	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2993	Operational Supplies	\$ 20,415.73	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 22,000.00	4.76%	\$ 22,000.00	4.76%
2994	Tools	\$ 610.69	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	0.00%	\$ 750.00	0.00%
2998	Chemicals	\$ 2,019.81	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
3121	Travel	\$ 155.00	\$ 515.00	\$ 515.00	\$ 515.00	\$ 1,795.00	248.54%	\$ 1,795.00	248.54%
3250	Postage	\$ 12.32	\$ 100.00	\$ 100.00	\$ 2,300.00	\$ 2,300.00	2200.00%	\$ 2,300.00	2200.00%
3310	Electricity	\$ 36,710.81	\$ 40,000.00	\$ 40,000.00	\$ 52,000.00	\$ 52,000.00	30.00%	\$ 52,000.00	30.00%
3410	Printing	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		61-Utilities Fund							
Dept #:		4179	Public Utilities						
Division:		4179	Compost						
			Dept. Head Mike Wagner						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
3421	Copy Machine Cost	\$ -	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	*	\$ 25.00	*
3511	Building Maintenance	\$ 12,951.95	\$ 27,325.00	\$ 36,925.00	\$ 36,925.00	\$ 30,000.00	9.79%	\$ 30,000.00	9.79%
3521	Office Machine Maintenance	\$ 605.96	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
3522	Machine/Equipment Maintenance	\$ 117,497.24	\$ 110,750.00	\$ 117,921.28	\$ 117,920.00	\$ 118,000.00	6.55%	\$ 108,000.00	-2.48%
4391	Equipment Rent	\$ 2,905.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
4401	Generator Contract	\$ 650.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00	25.00%	\$ 1,000.00	25.00%
4403	Compost Analysis	\$ 5,068.37	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,600.00	10.00%	\$ 6,600.00	10.00%
4511	Multi-Peril Insurance	\$ 21,191.00	\$ 22,251.00	\$ 22,251.00	\$ 22,071.00	\$ 23,871.00	7.28%	\$ 23,871.00	7.28%
4521	Auto Liability	\$ 8,631.00	\$ 9,063.00	\$ 9,063.00	\$ 8,444.00	\$ 8,866.00	-2.17%	\$ 8,866.00	-2.17%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*
4911	Subscriptions	\$ -	\$ 175.00	\$ 175.00	\$ -	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 2,488.45	\$ 5,830.00	\$ 5,830.00	\$ 5,830.00	\$ 5,945.00	1.97%	\$ 5,945.00	1.97%
9561	Office Supplies	\$ 75.68	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*
Total Operating Expenditures		\$ 325,989.57	\$ 355,561.00	\$ 378,252.32	\$ 383,827.00	\$ 385,060.00	8.30%	\$ 375,060.00	5.48%
5067	Compost Bagger		\$ 8,500.00	\$ 8,500.00	\$ 8,450.00	\$ -	*	\$ -	*
5078	Conveyor Loading System		\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	*	\$ -	*
5164	Trommel Screen	\$ 236,944.15			\$ -	\$ -	*	\$ -	*
5165	Agitator/Rehabilitate	\$ 57,150.00	\$ -	\$ -	\$ 4,770.00	\$ -	*	\$ -	*
5302	Mixing Truck	\$ -	\$ -	\$ -	\$ -	\$ 135,000.00	~	\$ 45,000.00	~
5509	Heavy Duty Wheel Loader	\$ 155,205.12			\$ -	\$ 156,000.00	~	\$ 156,000.00	~
Total Capital Outlay		\$ 449,299.27	\$ 208,500.00	\$ 208,500.00	\$ 213,220.00	\$ 291,000.00	39.57%	\$ 201,000.00	-3.60%
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Public Utilities-Compost Budget		\$ 1,049,940.64	\$ 847,593.63	\$ 870,284.95	\$ 881,141.39	\$ 1,008,236.80	18.95%	\$ 862,243.85	1.73%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund		Green Cell - Department Input	
Dept #:		Public Utilities - 4179			
Division:		Compost - 4179			
		Dept. Head-Mike Wagner			

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund		Green Cell - Department Input	
Dept #:		Public Utilities - 4179			
Division:		Compost - 4179			
				Dept. Head-Mike Wagner	

JUSTIFICATION SHEET		Fiscal Year FY20-21				Blue Font - Detail Schedule Requested
Fund:		61-Utilities Fund	Dept. Head-Mike Wagner			Green Cell - Department Input
Dept #:		Public Utilities - 4179				
Division:		Compost - 4179				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
	Total Debt Service			\$ -	\$ -	\$ -
	Total Public Utilities-Compost Budget			\$ 881,141.39	\$ 1,008,236.80	\$ 862,243.85

CAPITAL OUTLAY																	
Fiscal Year FY20-21																	
Fund:		61-Utilities Fund					Dept. Head-Mike Wagner										
Dept #:		Public Utilities - 4179															
Division:		Compost - 4179															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?	
1	5302	963	Roto-Mix Truck 2002/Sterling	\$ 106,500.00	41,866	\$ 10,000.00	\$ 24,475.00	\$ 25,667.00	\$ 15,320.00	N	2	Dump Truck	Age/Maintenance/Shafts, bearings, chains	\$ 135,000.00	\$ 45,000.00	N	
2	5509	1069	Heavy Duty Loader 2005	\$ 130,800.00	14,033	\$ 20,000.00	\$ 15,058.00	\$ 13,830.00	\$ 7,059.00	N	1	H.D. Wheel Loader	Age/Maintenance	\$ 156,000.00	\$ 156,000.00	N	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Request				\$ 237,300.00		\$ 30,000.00	\$ 39,533.00	\$ 39,497.00	\$ 22,379.00						\$ 291,000.00	\$ 201,000.00	

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4179					
Division: Compost - 4179					
Account: 1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Miscellaneous Professional Consulting Services for Stormwater, Spill Prevention, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 1991 Consultant Fees	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 2323 Other Training

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Annual Mandatory Stormwater Training (ES&GS/Bill Sabata)	\$ 500.00	\$ 500.00	\$ 500.00
2	Chemical Spill Response Training	\$ 500.00	\$ 500.00	\$ 500.00
3	Certified Compost Training	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
4				
5				
6				
7				
8				
9				
10				
	Total - 2323 Other Training	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

SUPPORTING SCHEDULE			Fiscal Year FY20-21		
Fund: 61-Utilities Fund			Dept. Head-Mike Wagner		
Dept #: Public Utilities - 4179					
Division: Compost - 4179					
Account: 3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		Public Utilities Director & 2 Compost Operators - Biosolids Seminars & Contact Hours Required to Keep Certifications 3 x \$115	\$ 345.00	\$ 345.00	\$ 345.00
2		Pesticide Exam/Certification Fees & Manuals	\$ 170.00	\$ 170.00	\$ 170.00
3		Caterpillar Loader Operations/Maintenance/Safety Class X's 2		\$ 180.00	\$ 180.00
4		Compost Conference		\$ 1,100.00	\$ 1,100.00
5					
6					
7					
8					
9					
10					
		Total - 3121 Travel	\$ 515.00	\$ 1,795.00	\$ 1,795.00

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4179
Division: Compost - 4179
Account: 4912 Fees & Dues

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Certification Dues (2 operators x \$60)	\$ 120.00	\$ 120.00	\$ 120.00
2	Annual Compost Permit Fee	\$ 810.00	\$ 810.00	\$ 810.00
3	Annual NCDEQ Stormwater Discharge Permit Fee	\$ 100.00	\$ 100.00	\$ 100.00
4	Seal of Testing Assurance Dues	\$ 650.00	\$ 650.00	\$ 650.00
5	U.S. Composting Council Dues	\$ 300.00	\$ 415.00	\$ 415.00
6	Carolinas Composting Council Dues	\$ 130.00	\$ 130.00	\$ 130.00
7	Annual Fertilizer License	\$ 100.00	\$ 100.00	\$ 100.00
8	Annual Fertilizer Registration	\$ 20.00	\$ 20.00	\$ 20.00
9	Monthly Fertilizer Fees to NCDA&Consumer Svs. (avg. \$300/mo.)	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
10				
	Total - 4912 Fees & Dues	\$ 5,830.00	\$ 5,945.00	\$ 5,945.00

EXPENDITURE SHEET									
Fiscal Year FY20-21									
Fund:		61-Utilities Fund							
Dept #:		4178	Public Utilities						
Division:		4178	Utility Fund Capital						
			Dept. Head Marty Anderson						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1276	Salary Reserve	\$ -			\$ -	\$ 65,576.00	~	\$ 65,576.00	~
1834	City's Portion Retiree Health Insur	\$ 34,465.53			\$ -	\$ 38,000.00	~	\$ 38,000.00	~
Total Salaries & Benefits		\$ 34,465.53	\$ -	\$ -	\$ -	\$ 103,576.00	~	\$ 103,576.00	~
1925	Debt Issuance Costs & Fees	\$ -			\$ -	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 239,528.74	\$ -	\$ 229,670.00	\$ 250,000.00	\$ -	*	\$ -	*
3599	Storm Damage Cleanup	\$ 1,180,347.09	\$ -	\$ 650,552.15	\$ -	\$ -	*	\$ -	*
9970	Depreciation Expense	\$ -			\$ -	\$ -	*	\$ -	*
Total Operating Expenditures		\$ 1,419,875.83	\$ -	\$ 880,222.15	\$ 250,000.00	\$ -	*	\$ -	*
5068	Streetscape Project	\$ 139,312.00			\$ -	\$ -	*	\$ -	*
5152	Meter Reading Device Upgrade	\$ 2,472,191.72	\$ -	\$ 108,112.72	\$ 107,810.92	\$ -	*	\$ -	*
5157	Software Expense	\$ 50,000.00			\$ -	\$ -	*	\$ -	*
5412	Compact Pick-Up Trucks	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00	~	\$ 24,000.00	~
5527	Miscellaneous Equipment	\$ -	\$ -	\$ -	\$ -	\$ 8,100.00	~	\$ 8,100.00	~
5567	Playground Equipment	\$ -			\$ -	\$ -	*	\$ -	*
5734	GPS Equipment		\$ 57,200.00	\$ 57,200.00	\$ 50,285.90	\$ 6,110.00	-89.32%	\$ 6,110.00	-89.32%
5741	Sewer Bond Exp-Engineering	\$ 57,715.00	\$ -	\$ 107,185.00	\$ 107,185.00	\$ 450,000.00	~	\$ -	*
5744	Sewer Capacity Purchased		\$ -	\$ -	\$ 687,000.00	\$ -	*	\$ -	*
5745	NCDOT U57-24 Ctrl Hts Realignmt		\$ -	\$ -	\$ -	\$ -	*	\$ -	*
5909	Utility Improvements	\$ 88,581.61			\$ -	\$ 125,000.00	~	\$ 125,000.00	~
5912	Water Tank Painting	\$ 289,054.00	\$ -	\$ 848,749.50	\$ 1,050,190.00	\$ 760,000.00	~	\$ 500,000.00	~
5957	Water Plant Expansion	\$ -			\$ -	\$ -	*	\$ -	*
5969	Sewer Improvements	\$ -			\$ -	\$ 895,000.00	~	\$ -	*
5982	Water Improvements	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	~	\$ -	*
Total Capital Outlay		\$ 3,096,854.33	\$ 57,200.00	\$ 1,121,247.22	\$ 2,002,471.82	\$ 2,308,210.00	3935.33%	\$ 663,210.00	1059.46%
7160	Lease Purchase Payment	\$ 67,252.29			\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ 67,252.29	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Public Utilities-Utility Fund Capital Budget		\$ 4,618,447.98	\$ 57,200.00	\$ 2,001,469.37	\$ 2,252,471.82	\$ 2,411,786.00	4116.41%	\$ 766,786.00	1240.53%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Utilities - 4178				
Division:		Utility Fund Capital - 4178				
Dept. Head-Marty Anderson						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1276	Salary Reserve		Estimated Cola/Merit calculation		\$ 65,576.00	\$ 65,576.00
1834	City's Portion Retiree Health Insur		City portion of retiree health insurance - approximately 3 retirees		\$ 38,000.00	\$ 38,000.00
Total Salaries & Benefits				\$ -	\$ 103,576.00	\$ 103,576.00
1925	Debt Issuance Costs & Fees					
1991	Consultant Fees	Y	The Wooten Co. Water/Wastewater Design Project (Not sure may need to be reclassified to project. Cfg 4/2/2020 5:59 PM)	\$ 250,000.00	\$ -	\$ -
3599	Storm Damage Cleanup		Sewer Rehab Storm Damage Project -Florence and Matthew - reclassified Florenc to R1102	\$ -		
9970	Depreciation Expense					
Total Operating Expenditures				\$ 250,000.00	\$ -	\$ -
5068	Streetscape Project				\$ -	\$ -
5152	Meter Reading Device Upgrade		Meter Reading Device Upgrade	\$ 107,810.92	\$ -	\$ -
5157	Software Expense				\$ -	\$ -
5412	Compact Pick-Up Trucks		2020 F-150 4x2 SuperCab Truck - Substantial increase in Engineering projects require survey tech to have dependable transportation for reporting to numerous job sites throughout the City	\$ -	\$ 24,000.00	\$ 24,000.00
5527	Miscellaneous Equipment		Survey Utility Box to Transport/Lock Up Survey Equipment	\$ -	\$ 8,100.00	\$ 8,100.00
5567	Playground Equipment				\$ -	\$ -
5734	GPS Equipment		Trimble S5- FY19/20. Current Trimble GEOXh GPS unit is no longer covered by maintenance agreement-FY20/21	\$ 50,285.90	\$ 6,110.00	\$ 6,110.00
5741	Sewer Bond Exp-Engineering		SJAFB Outfall Rehabilitation/Replacement	\$ 107,185.00	\$ 450,000.00	\$ -
5744	Sewer Capacity Purchased		Fremont Sewer Capacity Purchased	\$ 687,000.00	\$ -	\$ -
5745	NCDOT U57-24 Ctrl Hts Realignmt		Project funds not required until Year 2022		\$ -	\$ -
5909	Utility Improvements		NCDOT Proj. U-5994-Wayne Mem. Dr. Utility Relocations	\$ -	\$ 125,000.00	\$ 125,000.00
5912	Water Tank Painting		Center St.-FY19/20 & New Hope Road Water Tank Paintings- FY20/21 - Per Mike Wagner - he will leave tank maintenance in his figures so \$760K can be reduced to \$260K to \$500K cfg 5/1/2020 2:46 PM	\$ 1,050,190.00	\$ 760,000.00	\$ 500,000.00
5957	Water Plant Expansion				\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY20-21	Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Green Cell - Department Input
Dept #:	Public Utilities - 4178	
Division:	Utility Fund Capital - 4178	
Dept. Head-Marty Anderson		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
5969	Sewer Improvements		Phase IV Sewer Rehab, Inflow-Infiltration Repairs, and Petitioned Sanitary Sewer Improvements for Oak Forest Road, Courtney Road, US 117 South, and Smith Drive		\$ 895,000.00	\$ -
5982	Water Improvements		Petitioned Water Improvements for Branch Street		\$ 40,000.00	\$ -
	Total Capital Outlay			\$ 2,002,471.82	\$ 2,308,210.00	\$ 663,210.00
7160	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Public Utilities-Utility Fund Capital Budget			\$ 2,252,471.82	\$ 2,411,786.00	\$ 766,786.00

<div> <div> CAPITAL OUTLAY Fiscal Year FY20-21 </div> <div> Fund: 61-Utilities Fund Dept. Head-Marty Anderson </div> <div> Dept #: Public Utilities - 4178 </div> <div> Division: Utility Fund Capital - 4178 </div> </div>																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information						
						Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5412	B731-81	1997 Ford E150 Van	\$16,100.00	150,000	\$2,400.00	\$1,455.41	\$1,278.76	\$2,500.00	New	1	2020 F-150 4x2 SuperCab Truck	Substantial increase in Engineering projects require surveyor to have dependable transportation for reporting to numerous job sites throughout the City. This is Ronnie's van. Randy suggested maybe replacing with a Transit Van instead of Survey Utility Box and the Truck. cfg 4/29/2020 11:30 AM	\$ 24,000.00	\$ 24,000.00	N
2	5527	N/A	Addition	N/A	N/A	N/A				New	1	Survey Utility Box	Transport Survey Equip.	\$ 8,100.00	\$ 8,100.00	N
3	5734	N/A	Trimble GEOXH GPS	\$10,525.00	FY 2012	Trade-In				New	1	Trimble GEOXH GPS	Current unit is no longer covered by maintenance agreement from Trimble or Duncan-Parnell. (This is for James Boyette to do his work.)	\$ 6,110.00	\$ 6,110.00	N
4	5741	N/A	Moved to Project S1104	N/A	N/A	N/A						Seymour Johnson Air Force Base Outfall (S1104 2010 Sewer GO Bonds, but will be transfer out of 61 and use Fund Balance)	Rehabilitate/replace sanitary sewer outfall from SJAFB to existing Stoney Creek Outfall. Advertise next month. Cfg 4/29/2020 11:33 AM	\$ 450,000.00	\$ -	N
5	5909	NCDOT	Addition	N/A	N/A	N/A						Wayne Memorial Drive Improvements NCDOT Project U-5994	Relocation/replacement of utility lines. Total cost = \$500,000. NCDOT will reimburse City 75% of construction.; Need to check with Jennifer to see if this is a duplication. Cfg 4/29/202011:43 AM	\$ 125,000.00	\$ 125,000.00	N
6	5912	N/A	Paint-New Hope Road Tank	N/A	N/A	N/A						New Hope Road Water Tank Painting	A 15-20 year period is recommended for repainting of water storage tanks. New Hope Rd. water tank was last painted in 2008. It should have been done this year, but Center Street was jumped ahead because it was so bad. Mike also said that this tank really needs to be done. Marty needs to be to check with Mike to talk about putting the tanks under a Maintenance Program. Mike did an RFQ but nobody has heard back from Mike. Does this include the inspection services? Add \$10K for Inspection Services = \$760K	\$ 760,000.00	\$ 500,000.00	N
7	5969	N/A	Moved to Project S1102	N/A	N/A	N/A						2018 Priority Sewer Rehab Phase IV (S1102 SRF)	Capital improvement needs to sewer collection system repairs	\$ -	\$ -	N
8	5969	N/A	Set aside for I&I	N/A	N/A	N/A						Inflow-Infiltration Repairs	Sanitary sewer rehabilitation repairs based on I&I Study; This is for money to be set aside I&I, Marty said it was supposed to be about \$100K per year, he bumped it up to \$110K. This is not for a real project. Cfg 4/29/2020 11:37 AM	\$ 110,000.00	\$ -	N
9	5969	N/A	Addition	N/A	N/A	N/A						Petitioned Sanitary Sewer Improvements	Oak Forest Road, Courtney Road, US 117 South, and Smith Drive; This is not required, so we can cut this from budget per Marty cfg 4/29/2020 11:44 AM	\$ 785,000.00	\$ -	N
10	5982	N/A	Addition	N/A	N/A	N/A						Petitioned Water Improvements	Branch Street from Vann Street to Truman Street; This is not required, so we can cut this from budget per Marty cfg 4/29/2020 11:44 AM	\$ 40,000.00	\$ -	N
11	DWSRF	N/A	Moved to Project W1111	N/A	N/A	N/A						Water System Improvements (W1111 WIF-1938 Water Lines SRF)	Construction cost for water system improvements	\$ -		N

<div> <div> CAPITAL OUTLAY Fiscal Year FY20-21 </div> <div> Fund: 61-Utilities Fund Dept. Head-Marty Anderson </div> <div> Dept #: Public Utilities - 4178 </div> <div> Division: Utility Fund Capital - 4178 </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?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
12	SRF	N/A	Moved to Project S1103	N/A	N/A	N/A						Wastewater System Improvements (S1103 SRP-W-17-0110 Big Ditch)	Construction cost for wastewater system improvements	\$ -		N
13																
14																
15																
16																
17																
18																
Total Capital Outlay Request				\$ 26,625.00		\$ 2,400.00	\$ 1,455.41	\$ 1,278.76	\$ 2,500.00					\$ 2,308,210.00	\$ 663,210.00	

SUPPORTING SCHEDULE		Fiscal Year FY20-21					
Fund: 61-Utilities Fund		Dept. Head-Marty Anderson					
Dept #: Public Utilities - 4178							
Division: Utility Fund Capital - 4178							
Account: 1991 Consultant Fees							

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20	FY20-21 Adopted 06/XX/20	Finance Notes
1		Water and Wastewater Design Project by The Wooten Co. for water and sewer improvements at various locations. - Marty will check and see which project this will be for. I think this should be in the project fund. Cfg 4/29/2020 11:28 AM	\$ 250,000.00	\$ -	\$ -		
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EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund		Dept. Head					
Dept #:	8101	Transfers & Shared Services		~ = Division by Zero					
Division:	8101	~	* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1276	Salary Reserve		\$ 1,961.96	\$ 1,961.96	\$ -	\$ -	*	\$ -	*
Total Salaries & Benefits		\$ -	\$ 1,961.96	\$ 1,961.96	\$ -	\$ -	*	\$ -	*
4993	General Overhead		\$ 1,135,156.00	\$ 1,135,156.00	\$ -	\$ -	*	\$ -	*
4996	Finance		\$ 874,691.00	\$ 874,691.00	\$ -	\$ -	*	\$ -	*
4998	Engineers		\$ 859,684.00	\$ 859,684.00	\$ -	\$ -	*	\$ -	*
Total Operating Expenditures		\$ -	\$ 2,869,531.00	\$ 2,869,531.00	\$ -	\$ -	*	\$ -	*
81002	Transfer to Fund Balance		\$ 88,416.00	\$ 88,416.00	\$ -	\$ -	*	\$ 197,244.00	123.09%
81003	Transfer to Capital Projects	\$ 178,114.00	\$ 346,000.00	\$ 346,000.00	\$ 346,000.00	\$ 650,000.00	87.86%	\$ 650,000.00	87.86%
81004	Transfer to Special Revenue Fund	\$ 1,773,265.00			\$ -	\$ -	*	\$ -	*
88101	Shared Services Expense - General Fund	\$ -			\$ 2,869,531.00	\$ 2,938,105.00	~	\$ 2,938,105.00	~
Total Transfers		\$ 1,951,379.00	\$ 434,416.00	\$ 434,416.00	\$ 3,215,531.00	\$ 3,588,105.00	725.96%	\$ 3,785,349.00	771.37%
					\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Transfers & Shared Services~ Budget		\$ 1,951,379.00	\$ 3,305,908.96	\$ 3,305,908.96	\$ 3,215,531.00	\$ 3,588,105.00	8.54%	\$ 3,785,349.00	14.50%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Transfers & Shared Services - 8101		
Division:	~ - 8101		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1276	Salary Reserve		None	\$ -	\$ -	\$ -
	Total Salaries & Benefits			\$ -	\$ -	\$ -
4993	General Overhead		Shared Services from the General Fund	\$ -	\$ -	\$ -
4996	Finance		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -
4998	Engineers		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -
	Total Operating Expenditures			\$ -	\$ -	\$ -
81002	Transfer to Fund Balance		Budgetary only, no Jun 30 entry	\$ -	\$ -	\$ 197,244.00
81003	Transfer to Capital Projects		Transfer for Tiger Project R1103 \$200K; Transfer to S1104 SJAFB Outfall funded by 2010 Sewer Bond remaining proceeds ~\$450K	\$ 346,000.00	\$ 650,000.00	\$ 650,000.00
81004	Transfer to Special Revenue Fund		None	\$ -	\$ -	\$ -
88101	Shared Services Expense - General Fund		Shared Services from the General Fund	\$ 2,869,531.00	\$ 2,938,105.00	\$ 2,938,105.00
	Total Transfers			\$ 3,215,531.00	\$ 3,588,105.00	\$ 3,785,349.00
	Total Debt Service					\$ -
	Total Transfers & Shared Services-~ Budget			\$ 3,215,531.00	\$ 3,588,105.00	\$ 3,785,349.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		61-Utilities Fund							
Dept #:	8111	Dept. Head							
Division:		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ -	\$ -	\$ -	\$ 6,100.00	\$ 7,400.00	~	\$ 7,400.00	~
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ 6,100.00	\$ 7,400.00	~	\$ 7,400.00	~
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7100	Bond Principal	\$ -	\$ 1,107,903.00	\$ 1,107,903.00	\$ 988,374.00	\$ 965,680.00	-12.84%	\$ 965,680.00	-12.84%
7110	Wastewater Principal Payment	\$ -	\$ 168,085.00	\$ 168,085.00	\$ 168,085.00	\$ 588,369.00	250.04%	\$ 588,369.00	250.04%
7120	Water Loan Principal	\$ -	\$ 483,061.00	\$ 483,061.00	\$ 483,060.00	\$ 572,928.00	18.60%	\$ 572,928.00	18.60%
7160	Lease Purchase Payment	\$ -	\$ 269,128.00	\$ 269,128.00	\$ 269,325.00	\$ 276,864.00	2.87%	\$ 276,864.00	2.87%
7162	AMR Loan Payment	\$ -	\$ 754,295.00	\$ 754,295.00	\$ 594,057.00	\$ 589,300.00	-21.87%	\$ 589,300.00	-21.87%
7200	Bond Interest	\$ -	\$ 273,046.00	\$ 273,046.00	\$ 277,613.00	\$ 249,764.00	-8.53%	\$ 249,764.00	-8.53%
7210	Wastewater Interest Payment	\$ -	\$ 56,880.00	\$ 56,880.00	\$ 56,880.00	\$ 53,720.00	-5.56%	\$ 53,720.00	-5.56%
7220	Water Loan Interest	\$ -	\$ 109,189.00	\$ 109,189.00	\$ 109,189.00	\$ 133,626.00	22.38%	\$ 133,626.00	22.38%
	Total Debt Service	\$ -	\$ 3,221,587.00	\$ 3,221,587.00	\$ 2,946,583.00	\$ 3,430,251.00	6.48%	\$ 3,430,251.00	6.48%
	Total Debt Service-~ Budget	\$ -	\$ 3,221,587.00	\$ 3,221,587.00	\$ 2,952,683.00	\$ 3,437,651.00	6.71%	\$ 3,437,651.00	6.71%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Debt Service - 8111		
Division:	~ - 8111		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
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	\$ 6,100.00	\$ 7,400.00	\$ 7,400.00
	Total Operating Expenditures			\$ 6,100.00	\$ 7,400.00	\$ 7,400.00
					\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
7100	Bond Principal		Per Debt Service Schedules	\$ 988,374.00	\$ 965,680.00	\$ 965,680.00
7110	Wastewater Principal Payment		Per Debt Service Schedules	\$ 168,085.00	\$ 588,369.00	\$ 588,369.00
7120	Water Loan Principal		Per Debt Service Schedules	\$ 483,060.00	\$ 572,928.00	\$ 572,928.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 269,325.00	\$ 276,864.00	\$ 276,864.00
7162	AMR Loan Payment		Per Debt Service Schedules	\$ 594,057.00	\$ 589,300.00	\$ 589,300.00
7200	Bond Interest		Per Debt Service Schedules	\$ 277,613.00	\$ 249,764.00	\$ 249,764.00
7210	Wastewater Interest Payment		Per Debt Service Schedules	\$ 56,880.00	\$ 53,720.00	\$ 53,720.00
7220	Water Loan Interest		Per Debt Service Schedules	\$ 109,189.00	\$ 133,626.00	\$ 133,626.00
	Total Debt Service			\$ 2,946,583.00	\$ 3,430,251.00	\$ 3,430,251.00
	Total Debt Service-~ Budget			\$ 2,952,683.00	\$ 3,437,651.00	\$ 3,437,651.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		70-Downtown District Fund		Dept. Head	Catherine Gwynn				
Dept #:	Revenues	Revenues-Downtown District		~ = Division by Zero					
Division:	Revenues	~		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8101	Current Tax Levy	\$ 65,448.51	\$ 89,271.00	\$ 89,271.00	\$ 89,208.00	\$ 89,300.00	0.03%	\$ 89,300.00	0.03%
8102	Delinquent Taxes	\$ 3,687.75	\$ 3,800.00	\$ 3,800.00	\$ 1,780.00	\$ 1,700.00	-55.26%	\$ 1,700.00	-55.26%
8103	Current Vehicle Tax	\$ 6,221.29	\$ 5,510.00	\$ 5,510.00	\$ 4,766.00	\$ 5,500.00	-0.18%	\$ 5,500.00	-0.18%
8105	Delinquent Vehicle Tax	\$ -			\$ -	\$ -	*	\$ -	*
8106	Penalties & Interest	\$ 1,125.06	\$ 770.00	\$ 770.00	\$ 767.00	\$ 575.00	-25.32%	\$ 575.00	-25.32%
8106A	Penalties & Interest-NCVTS	\$ 48.29			\$ -	\$ -	*	\$ -	*
	Total-Tax Revenues-0001	\$ 76,530.90	\$ 99,351.00	\$ 99,351.00	\$ 96,521.00	\$ 97,075.00	-2.29%	\$ 97,075.00	-2.29%
8180	Investment Interest	\$ 1,139.14	\$ 1,000.00	\$ 1,000.00	\$ 874.00	\$ 823.00	-17.70%	\$ 823.00	-17.70%
	Total-Capital Returns-0005	\$ 1,139.14	\$ 1,000.00	\$ 1,000.00	\$ 874.00	\$ 823.00	-17.70%	\$ 823.00	-17.70%
8190	Other Miscellaneous Revenue	\$ 383.94	\$ -	\$ -	\$ 384.00	\$ -	*	\$ -	*
	Total-Miscellaneous Revenues-0006	\$ 383.94	\$ -	\$ -	\$ 384.00	\$ -	*	\$ -	*
	#N/A	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ -	\$ 21,350.00	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 21,350.00	\$ -	\$ -	*	\$ -	*
	Total Revenues	\$ 78,053.98	\$ 100,351.00	\$ 121,701.00	\$ 97,779.00	\$ 97,898.00	-2.44%	\$ 97,898.00	-2.44%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:			70-Downtown District Fund		Green Cell - Department Input	
Dept #:			Revenues-Downtown District - Revenues			
Division:			~ - Revenues			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8101	Current Tax Levy		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 89,208	\$ 89,300	\$ 89,300
8102	Delinquent Taxes		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 1,780	\$ 1,700	\$ 1,700
8103	Current Vehicle Tax		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 4,766	\$ 5,500	\$ 5,500
8105	Delinquent Vehicle Tax		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ -	\$ -	\$ -
8106	Penalties & Interest		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 767	\$ 575	\$ 575
8106A	Penalties & Interest-NCVTS					
	Total-Tax Revenues-0001			\$ 96,521	\$ 97,075	\$ 97,075
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 874	\$ 823	\$ 823
	Total-Capital Returns-0005			\$ 874	\$ 823	\$ 823
8190	Other Miscellaneous Revenue		Current YTD \$384. FY19 \$600. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:56 PM	\$ 384	\$ -	
	Total-Miscellaneous Revenues-0006			\$ 384	\$ -	\$ -
0	#N/A			\$ -	\$ -	
	Total-Shared Services-0007			\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal		None requested in Dept. Request	\$ -	\$ -	
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -
	Total Revenues			\$ 97,779	\$ 97,898	\$ 97,898

EXPENDITURE SHEET		Fiscal Year FY20-21								
Fund:		70-Downtown District Fund		Dept. Head		Erin Fonseca				
Dept #:		8350	Downtown Development		~ = Division by Zero					
Division:		8350	Municipal Service District		* = Change < \$500					
Purple Cell-Finance Input										
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1260	Salaries & Wages Part-Time			\$ 2,552.00	\$ 2,552.00	\$ 2,520.00	\$ 3,360.00	31.66%	\$ 3,360.00	31.66%
1810	Social Security			\$ 200.00	\$ 200.00	\$ 192.78	\$ 257.04	*	\$ 257.04	*
	Total Salaries & Benefits		\$ -	\$ 2,752.00	\$ 2,752.00	\$ 2,712.78	\$ 3,617.04	31.43%	\$ 3,617.04	31.43%
1991	Consultant Fees		\$ 5,854.00			\$ -	\$ -	*	\$ -	*
2112	Downtown Clean-Up Program		\$ -			\$ -	\$ -	*	\$ -	*
2113	Downtown Beautification Program		\$ 5,309.47	\$ 20,500.00	\$ 21,850.00	\$ 17,200.71	\$ 20,000.00	-2.44%	\$ 20,000.00	-2.44%
2993	Operational Supplies		\$ 13,580.64	\$ 14,700.00	\$ 14,700.00	\$ 12,700.00	\$ 15,000.00	2.04%	\$ 15,000.00	2.04%
3410	Printing		\$ 4,099.14	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
3700	Advertising		\$ 15,067.80	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00	0.00%	\$ 21,280.00	0.00%
3914	Contract Services		\$ 83.77	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	*	\$ 480.00	*
3999	Tax Listing		\$ 1,248.32	\$ 1,400.00	\$ 1,400.00	\$ 1,458.00	\$ 2,021.00	44.36%	\$ 2,021.00	44.36%
4911	Subscriptions		\$ 24.99			\$ -	\$ -	*	\$ -	*
4912	Fees & Dues		\$ 300.00			\$ -	\$ -	*	\$ -	*
4988	Incentive Grant Program		\$ 4,102.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 15,000.00	150.00%	\$ 15,000.00	150.00%
9927	Contingency Appropriation		\$ -			\$ -	\$ -	*	\$ -	*
9956	Facade Grants/Projects		\$ -			\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures		\$ 49,670.13	\$ 67,860.00	\$ 69,210.00	\$ 62,618.71	\$ 77,281.00	13.88%	\$ 77,281.00	13.88%
5142	Parking Lot Paving/Improvement		\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	*	\$ -	*
5941	Concrete Pad			\$ -	\$ 22,400.00	\$ 22,400.00	\$ -	*	\$ -	*
	Total Capital Outlay		\$ -	\$ -	\$ 42,400.00	\$ 42,400.00	\$ -	*	\$ -	*
						\$ -	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Downtown Development -Municipal Service		\$ 49,670.13	\$ 70,612.00	\$ 114,362.00	\$ 107,731.49	\$ 80,898.04	14.57%	\$ 80,898.04	14.57%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		70-Downtown District Fund		Green Cell - Department Input		
Dept #:		Downtown Development - 8350				
Division:		Municipal Service District - 8350				
Dept. Head-Erin Fonseca						
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1260	Salaries & Wages Part-Time		temporary PT event assistant	\$ 2,520.00	\$ 3,360.00	\$ 3,360.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 192.78	\$ 257.04	\$ 257.04
Total Salaries & Benefits				\$ 2,712.78	\$ 3,617.04	\$ 3,617.04
1991	Consultant Fees	Y		\$ -	\$ -	\$ -
2112	Downtown Clean-Up Program					
2113	Downtown Beautification Program		Hanging basket replacements, tree replacements, murals, quote boards refresh, alley lighting, exterior drums and instruments for The Hub, planters and plants purchased for Community Cares day	\$ 17,200.71	\$ 20,000.00	\$ 20,000.00
2993	Operational Supplies		Supplies for free annual events that benefit all of the city. Downtown Lights Up, Trolley Rides, shopping events, open houses, sprinkler fun days, movie series etc.	\$ 12,700.00	\$ 15,000.00	\$ 15,000.00
3410	Printing		Rack Cards(schedule of events and dining downtown), downtown maps	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3700	Advertising		Print, Digital and Radio expenses for Marketing and Advertising for downtown events/tourism: general marketing to promote Downtown , Go and Buz magazines, Cutis Media ads, billboards etc.	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00
3914	Contract Services		Retail Radio Annual Contract @ \$40/mo	\$ 480.00	\$ 480.00	\$ 480.00
3999	Tax Listing			\$ 1,458.00	\$ 2,021.00	\$ 2,021.00
4911	Subscriptions	Y		\$ -	\$ -	\$ -
4912	Fees & Dues	Y		\$ -	\$ -	\$ -
4988	Incentive Grant Program			\$ 6,000.00	\$ 15,000.00	\$ 15,000.00
9927	Contingency Appropriation		Moved to 70-8101 Transfers to Fund Balance		\$ -	
9956	Facade Grants/Projects					
Total Operating Expenditures				\$ 62,618.71	\$ 77,281.00	\$ 77,281.00
5142	Parking Lot Paving/Improvement			\$ 20,000.00	\$ -	\$ -
5941	Concrete Pad			\$ 22,400.00	\$ -	\$ -
Total Capital Outlay				\$ 42,400.00	\$ -	\$ -
Total Debt Service						\$ -
Total Downtown Development -Municipal Servi				\$ 107,731.49	\$ 80,898.04	\$ 80,898.04

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		70-Downtown District Fund							
Dept #:	8101	Transfers & Shared Services							
Division:	8101	~							
		Dept. Head ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
81002	Transfer to Fund Balance	\$ -	\$ -	\$ 7,339.00	\$ -	\$ 17,000.00	~	\$ 17,000.00	~
81003	Transfer to Capital Projects	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Transfers	\$ -	\$ -	\$ 7,339.00	\$ 100,000.00	\$ 17,000.00	~	\$ 17,000.00	~
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Transfers & Shared Services-~ Budget	\$ -	\$ -	\$ 7,339.00	\$ 100,000.00	\$ 17,000.00	~	\$ 17,000.00	~

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	70-Downtown District Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Transfers & Shared Services - 8101		
Division:	~ - 8101		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
81002	Transfer to Fund Balance		Budgetary Item-no entry needed for Jun 30; Will need to see how Fund 70 budget balances to see if an entry needed here. Cfg 4/2/2020 6:37 PM	\$ -	\$ 17,000.00	\$ 17,000.00
81003	Transfer to Capital Projects		Stage @ Hub construction cost	\$ 100,000.00	\$ -	\$ -
	Total Transfers			\$ 100,000.00	\$ 17,000.00	\$ 17,000.00
					\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Transfers & Shared Services-~ Budget			\$ 100,000.00	\$ 17,000.00	\$ 17,000.00

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		95-Occupancy Tax Fund		Dept. Head	Catherine Gwynn				
Dept #:	Revenues	Revenues-Travel & Tourism		~ = Division by Zero					
Division:	Revenues	~		* = Change < \$500					
Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8243	Occupancy Tax/Civic Center	\$ 759,712.70	\$ 668,710.00	\$ 668,710.00	\$ 619,565.00	\$ 686,100.00	2.60%	\$ 686,100.00	2.60%
8244	Occupancy Tax/Travel & Tourism	\$ 200,204.54	\$ 187,000.00	\$ 187,000.00	\$ 165,790.00	\$ 175,700.00	-6.04%	\$ 175,700.00	-6.04%
8248	County of Wayne Occupancy Tax	\$ 144,910.54	\$ 212,425.00	\$ 212,425.00	\$ 167,740.00	\$ 170,000.00	-19.97%	\$ 170,000.00	-19.97%
	Total-Charges for Services-0004	\$ 1,104,827.78	\$ 1,068,135.00	\$ 1,068,135.00	\$ 953,095.00	\$ 1,031,800.00	-3.40%	\$ 1,031,800.00	-3.40%
8180	Investment Interest				\$ 5,520.00	\$ 5,500.00	~	\$ 5,500.00	~
8203	Investment Interest/Civic Center	\$ 5,621.43	\$ 2,656.00	\$ 2,656.00	\$ -	\$ -	*	\$ -	*
8204	Investment Interest/Travel&Tourism	\$ 1,405.37	\$ 664.00	\$ 664.00	\$ -	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 7,026.80	\$ 3,320.00	\$ 3,320.00	\$ 5,520.00	\$ 5,500.00	65.66%	\$ 5,500.00	65.66%
8190	Other Miscellaneous Revenue	\$ 12,055.98	\$ 6,277.00	\$ 6,277.00	\$ -	\$ -	*	\$ -	*
8298	Local Grants		\$ -	\$ -	\$ 5,712.00	\$ -	*	\$ -	*
8966	Merchandise Sales		\$ 12,000.00	\$ 12,000.00	\$ 6,819.00	\$ 6,581.00	-45.16%	\$ 6,581.00	-45.16%
	Total-Miscellaneous Revenues-0006	\$ 12,055.98	\$ 18,277.00	\$ 18,277.00	\$ 12,531.00	\$ 6,581.00	-63.99%	\$ 6,581.00	-63.99%
	#N/A	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ 24,000.00	\$ 24,000.00	\$ -	\$ 20,000.00	-16.67%	\$ 115,963.00	383.18%
	Total-Fund Balance Withdrawal-0009	\$ -	\$ 24,000.00	\$ 24,000.00	\$ -	\$ 20,000.00	-16.67%	\$ 115,963.00	383.18%
	Total Revenues	\$ 1,123,910.56	\$ 1,113,732.00	\$ 1,113,732.00	\$ 971,146.00	\$ 1,063,881.00	-4.48%	\$ 1,159,844.00	4.14%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	95-Occupancy Tax Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues-Travel & Tourism - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
8243	Occupancy Tax/Civic Center		10 Year Trend has been \$421,630. 3 Year Trend \$686,059. Current YTD \$557,609. FY19 \$759,713. Expect significant effect from Covid-19 and EO-124. Avg of FY20 \$61,957 @ 10 months for Jun 30. Use the 3 Year Trend for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:15 PM	\$ 619,565.00	\$ 686,100.00	\$ 686,100.00
8244	Occupancy Tax/Travel & Tourism		10 Year Trend has been \$250,554. 3 Year Trend \$175,639. Current YTD \$149,219. FY19 \$200,204. Expect significant effect from Covid-19 and EO-124. Avg of FY20 \$16,579 @ 10 months for Jun 30. Use the 3 Year Trend for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:15 PM	\$ 165,790.00	\$ 175,700.00	\$ 175,700.00
8248	County of Wayne Occupancy Tax		3 Year Trend \$159,204. Current YTD \$125,806. FY19 \$144,911. Expect significant effect from Covid-19 and EO-124. Emailed Terrie the monthly doesn't seem to be consistent. I extrapolated out by 12 months instead. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:15 PM	\$ 167,740.00	\$ 170,000.00	\$ 170,000.00
	Total-Charges for Services-0004			\$ 953,095.00	\$ 1,031,800.00	\$ 1,031,800.00
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 5,520.00	\$ 5,500.00	\$ 5,500.00
8203	Investment Interest/Civic Center		Consolidated to Acct #8180	\$ -	\$ -	\$ -
8204	Investment Interest/Travel&Tourism		Consolidated to Acct #8180	\$ -	\$ -	\$ -
	Total-Capital Returns-0005			\$ 5,520.00	\$ 5,500.00	\$ 5,500.00
8190	Other Miscellaneous Revenue		Current YTD \$0. FY19 \$12,055. Moved Tshirt Sales to Merchandise Sales per request of Director Glatthar. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:09 PM	\$ -	\$ -	\$ -
8298	Local Grants		FY20 - Reimbursement by NC Tennis Association for expenses incurred by T&T in FY20	\$ 5,712.00	\$ -	\$ -
8966	Merchandise Sales		Current YTD \$6,819. First year of breaking out merchandise sales from Miscellaneous Income.	\$ 6,819.00	\$ 6,581.00	\$ 6,581.00
	Total-Miscellaneous Revenues-0006			\$ 12,531.00	\$ 6,581.00	\$ 6,581.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	95-Occupancy Tax Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Revenues-Travel & Tourism - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
0	#N/A					\$ -
	Total-Shared Services-0007			\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal		Fund Balance Request for Air Show FY21 \$20,000; Musco Lighting payment BMSC per CM 5/19/20 \$110,621; Per CM reduce addtl expenditures in 9077, offset to reduce fund balance appropriation by \$14,658	\$ -	\$ 20,000.00	\$ 115,963.00
	Total-Fund Balance Withdrawal-0009			\$ -	\$ 20,000.00	\$ 115,963.00
	Total Revenues			\$ 971,146.00	\$ 1,063,881.00	\$ 1,159,844.00

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		95-Occupancy Tax Fund							
Dept #:		9076	Civic Center						
Division:		9076	~						
			Dept. Head Ashlin Glatthar						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1991	Consultant Fees	\$ -			\$ -	\$ -	*	\$ -	*
7160	Lease Purchase Payment	\$ -			\$ -	\$ -	*	\$ 110,621.00	~
9921	County's Share Occupancy Tax	\$ 470,545.43	\$ 352,454.00	\$ 352,454.00	\$ 314,142.00	\$ 344,720.00	-2.19%	\$ 344,720.00	-2.19%
9927	Contingency Appropriation	\$ -			\$ -	\$ -	*	\$ -	*
Total Operating Expenditures		\$ 470,545.43	\$ 352,454.00	\$ 352,454.00	\$ 314,142.00	\$ 344,720.00	-2.19%	\$ 455,341.00	29.19%
5233	Multi Sports Complex	\$ -			\$ -	\$ -	*	\$ -	*
5601	Fence/Railings	\$ 128,912.11			\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ 128,912.11	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
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%
7170	County of Wayne Loan	\$ 242,000.00	\$ 239,000.00	\$ 239,000.00	\$ 239,000.00	\$ 236,000.00	-1.26%	\$ 236,000.00	-1.26%
Total Debt Service		\$ 342,000.00	\$ 339,000.00	\$ 339,000.00	\$ 339,000.00	\$ 336,000.00	-0.88%	\$ 336,000.00	-0.88%
Total Civic Center~ Budget		\$ 941,457.54	\$ 691,454.00	\$ 691,454.00	\$ 653,142.00	\$ 680,720.00	-1.55%	\$ 791,341.00	14.45%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		95-Occupancy Tax Fund		Green Cell - Department Input	
Dept #:		Civic Center - 9076			
Division:		~ - 9076			
		Dept. Head-Ashlin Glatthar			
</					

FISCAL YEAR 2020-21 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 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
- Leveraging the Wings Over Wayne Air Show 2021 and the History Channel's *It's How You Get There* show as a means to spotlight Goldsboro-Wayne County as an attractive destination to both locals and nonlocals
- Serve as a resource to local tourism partners through valuable programming
- Continue assisting the efforts to secure a hotel for the Maxwell Center
- Continue growing our social media audiences, e-newsletter database, and awareness in our target markets

SIGNIFICANT BUDGET ISSUES:

- Sending financial requests through the Tourism Resource Program for the WCTDA and GTC boards to vote and allocate marketing dollars. It is a challenge to stay within budget when tourism dollars are promised to event coordinators throughout the year that was not accounted for in budget season or approved by the tourism boards.
- Access to tourism fund balance to finance future development projects identified in the Tourism Master Plan that will address our city's vision to provide an extraordinary, diverse experience for residents and visitors.

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		95-Occupancy Tax Fund							
Dept #:	9077	Dept. Head Ashlin Glatthar							
Division:		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 120,482.22	\$ 144,045.00	\$ 144,045.00	\$ 136,744.23	\$ 149,219.77	3.59%	\$ 147,080.96	2.11%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 780.00	\$ 780.00	8.33%	\$ 780.00	8.33%
1275	Salaries & Wages Bonus	\$ 926.46	\$ -	\$ -	\$ 1,206.00	\$ 1,239.00	~	\$ 1,239.00	~
1276	Salary Reserve	\$ -	\$ 2,617.00	\$ 2,617.00	\$ -	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 600.08	\$ -	\$ -	\$ 770.00	\$ 900.00	~	\$ 900.00	~
1810	Social Security	\$ 9,506.09	\$ 11,075.00	\$ 11,075.00	\$ 10,671.77	\$ 11,638.62	5.09%	\$ 11,475.00	3.61%
1821	NCLGERS-Retirement	\$ 9,796.71	\$ 12,993.00	\$ 12,993.00	\$ 14,159.27	\$ 15,442.09	18.85%	\$ 15,225.00	17.18%
1822	401-K Retirement	\$ 4,467.16	\$ 5,762.00	\$ 5,762.00	\$ 5,580.01	\$ 6,085.55	5.62%	\$ 6,000.00	4.13%
1830	Hospital Insurance	\$ 6,346.15	\$ 6,360.00	\$ 6,360.00	\$ 6,540.00	\$ 6,540.00	2.83%	\$ 6,540.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 97.59	\$ -	\$ -	\$ 114.48	\$ 114.48	*	\$ 114.48	*
1860	Worker's Compensation	\$ 66.00	\$ 69.00	\$ 69.00	\$ 68.00	\$ 71.00	*	\$ 71.00	*
	Total Salaries & Benefits	\$ 153,032.13	\$ 183,641.00	\$ 183,641.00	\$ 176,633.76	\$ 192,030.50	4.57%	\$ 189,425.43	3.15%
1915	Bank Fees		\$ -	\$ -	\$ 21.00	\$ 21.00	*	\$ 21.00	*
1932	Medical Exams	\$ 70.00			\$ -	\$ -	*	\$ -	*
1991	Consultant Fees		\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ -	\$ 48.00	\$ 48.00	\$ 215.00	\$ 215.00	*	\$ 215.00	*
2323	Other Training	\$ 3,891.47	\$ 5,000.00	\$ 5,000.00	\$ 4,900.00	\$ 5,000.00	0.00%	\$ 3,500.00	-30.00%
2921	Merchandise for Resale-T&T		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 7,500.00	-25.00%
2993	Operational Supplies	\$ 28,228.45	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 31,120.00	11.14%	\$ 18,603.00	-33.56%
3121	Travel	\$ 11,791.09	\$ 14,450.00	\$ 14,450.00	\$ 14,200.00	\$ 20,100.00	39.10%	\$ 7,245.00	-49.86%
3210	Telephone		\$ 780.00	\$ 780.00	\$ 780.00	\$ -	*	\$ -	*
3250	Postage	\$ 1,752.74	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
3410	Printing	\$ 6,391.75	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ 14,500.00	-7.05%	\$ 14,500.00	-7.05%
3421	Copy Machine Cost	\$ 2,003.07	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
3700	Advertising	\$ 106,305.04	\$ 119,500.00	\$ 119,500.00	\$ 129,100.00	\$ 125,500.00	5.02%	\$ 79,819.00	-33.21%
3703	Air Show Donation	\$ 15,000.00			\$ -	\$ 20,000.00	~	\$ 20,000.00	~
3950	Education Reimbursement				\$ -	\$ 7,500.00	~	\$ 3,750.00	~
4541	Employee Personal Liability	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	*	\$ 9.00	*
4912	Fees & Dues	\$ 15,105.00	\$ 9,850.00	\$ 9,850.00	\$ 9,350.00	\$ 9,850.00	0.00%	\$ 7,850.00	-20.30%
4916	Chamber Of Commerce	\$ 9,273.12	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%
9561	Office Supplies	\$ 5.57	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 199,826.30	\$ 238,637.00	\$ 238,637.00	\$ 247,575.00	\$ 255,215.00	6.95%	\$ 174,412.00	-26.91%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		95-Occupancy Tax Fund							
Dept #:	9077	Travel & Tourism							
Division:	9077	~							
		Dept. Head Ashlin Glatthar ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
5200A	Technology Lease-FY21				\$ -	\$ 4,665.00	~	\$ 4,665.00	~
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ 4,665.00	~	\$ 4,665.00	~
	Total Travel & Tourism~ Budget	\$ 352,858.43	\$ 422,278.00	\$ 422,278.00	\$ 424,208.76	\$ 451,910.50	7.02%	\$ 368,502.43	-12.73%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:			95-Occupancy Tax Fund		Green Cell - Department Input	
Dept #:			Travel & Tourism - 9077			
Division:			~ - 9077			
			Dept. Head-Ashlin Glatthar			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1210	Salaries & Wages Regular		3 FTE's; factored in reclass request for Amber Herring. This figure does NOT include merit or COLA increase.	\$ 136,744.23	\$ 149,219.77	\$ 147,080.96
1224	Cell Phone Stipend		Director's stipend	\$ 780.00	\$ 780.00	\$ 780.00
1275	Salaries & Wages Bonus		Annual bonus \$413 per employee	\$ 1,206.00	\$ 1,239.00	\$ 1,239.00
1276	Salary Reserve			\$ -		\$ -
1278	Wellness Earnings		This FY will end less than the projected amount for next year because the wellness benefit lapsed while director was on maternity leave. Amber and Josie take advantage of this benefit. All three employees plan to take advantage of this program next FY.	\$ 770.00	\$ 900.00	\$ 900.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 10,671.77	\$ 11,638.62	\$ 11,475.00
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 14,159.27	\$ 15,442.09	\$ 15,225.00
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 5,580.01	\$ 6,085.55	\$ 6,000.00
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 114.48	\$ 114.48	\$ 114.48
1860	Worker's Compensation		Provided by Finance	\$ 68.00	\$ 71.00	\$ 71.00
Total Salaries & Benefits				\$ 176,633.76	\$ 192,030.50	\$ 189,425.43
1915	Bank Fees		Miscellaneous fees	\$ 21.00	\$ 21.00	\$ 21.00
1932	Medical Exams		N/A	\$ -	\$ -	\$ -
1991	Consultant Fees	Y	No consultant fees requested at this time	\$ 24,000.00	\$ -	\$ -
2203	Employee Appreciation		3 @ \$16	\$ 215.00	\$ 215.00	\$ 215.00
2323	Other Training	Y	Familiarization Tours for Journalists	\$ 4,900.00	\$ 5,000.00	\$ 3,500.00
2921	Merchandise for Resale-T&T		Budgtd money to buy inventory for e-store	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00
2993	Operational Supplies		Promotional Items; Office Supplies; Copier Lease; Uniforms; Event Fees/Tournament Rights; E-newsletter Subscription; Event support and supplies	\$ 28,000.00	\$ 31,120.00	\$ 18,603.00
3121	Travel	Y	Expanding our reach to bring in new sports/meeting events to our market	\$ 14,200.00	\$ 20,100.00	\$ 7,245.00
3210	Telephone		Our department thought this was the cell phone stipend line item. We will not have a need for this line item in FY21	\$ 780.00	\$ -	\$ -

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:			95-Occupancy Tax Fund		Green Cell - Department Input	
Dept #:			Travel & Tourism - 9077			
Division:			~ - 9077			
			Dept. Head-Ashlin Glatthar			

CAPITAL OUTLAY Fiscal Year FY20-21																
Fund: 95-Occupancy Tax Fund Dept. Head-Ashlin Glatthar																
Dept #: Travel & Tourism - 9077																
Division: ~ - 9077																
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Maintenance Cost History				Replacement Asset Information		
						Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	New Debt?
1	5200A	N/A	Computer Replacement Schedule per IT	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved from GF(1030)-seq #30 Capital Outlay	\$ 4,665.00	\$ 4,665.00	N
2																
3																
4																
5																
6																
7																
8																
9																
10																
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 4,665.00	\$ 4,665.00	

SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 95-Occupancy Tax Fund

Dept. Head-Ashlin Glatthar

Dept #: Travel & Tourism - 9077

Division: ~ - 9077

Account: 1991 Consultant Fees

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1		No request for consultant fees	\$ 24,000.00		\$ -
2					
3					
4					
5					
6					
7					
8					
9					
10					
		Total - 1991 Consultant Fees	\$ 24,000.00	\$ -	\$ -

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund:** 95-Occupancy Tax Fund**Dept. Head-Ashlin Glatthar****Dept #:** Travel & Tourism - 9077**Division:** ~ - 9077**Account:** 2323 Other Training

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Familiarization tours for journalists	\$ 4,900.00	\$ 5,000.00	\$ 5,000.00
2	Per CM/ACM cut Training & Travel 30%			\$ (1,500.00)
3				
4				
5				
6				
7				
8				
9				
10				
	Total - 2323 Other Training	\$ 4,900.00	\$ 5,000.00	\$ 3,500.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 95-Occupancy Tax Fund****Dept. Head-Ashlin Glatthar****Dept #: Travel & Tourism - 9077****Division: ~ - 9077****Account: 3121 Travel**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Public Relations Media Mission (State & Regional)	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00
2	Association of Executives of NC (AENC) Tradeshow	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3	Connect Sports (Parks & Rec attended this year on behalf of tourism)	\$ -	\$ 3,000.00	\$ 3,000.00
4	Sports ETA	\$ 3,100.00	\$ 3,000.00	\$ -
5	S.P.O.R.T.S. (replace TEAMS Conference with this conference to connect with smaller event rights-holders)	-	\$ 2,800.00	\$ -
6	NC Coast Host Meetings	\$ 200.00	\$ 500.00	\$ 500.00
7	Mountains to Sea Trail Conference	\$ 500.00	\$ 500.00	\$ 500.00
8	NC Sports Association	\$ 500.00	\$ 600.00	\$ 600.00
9	Tourism Week I-95N Center	\$ 500.00	\$ 500.00	\$ 500.00
10	GTC/WCTDA Board Meetings	\$ 600.00	\$ 600.00	\$ 600.00
11	Hotelier Meetings	\$ 800.00	\$ 800.00	\$ 800.00
12	2021 Visit NC 365 Conference	\$ 2,500.00	\$ 2,500.00	\$ -
13	Other	\$ 2,000.00	\$ 1,500.00	\$ 50.00
14	Per CM/ACM cut Training & Travel 30%			\$ (3,105.00)
	Total - 3121 Travel	\$ 14,200.00	\$ 20,100.00	\$ 7,245.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund:** 95-Occupancy Tax Fund**Dept. Head-Ashlin Glatthar****Dept #:** Travel & Tourism - 9077**Division:** ~ - 9077**Account:** 3700 Advertising

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1			\$ 129,100.00	\$ 125,500.00	\$ 125,500.00
2		Reduce per Ashlin \$43000. Detail provided by Ashlin. Cfg 5/11/2020 10:03 PM			\$ (43,000.00)
3		Reduce due to salaries being shorted in dept request. Cfg 5/17/2020 10:37 AM			\$ (2,681.00)
4					
5					
6					
7					
8					
9					
10					
		Total - 3700 Advertising	\$ 129,100.00	\$ 125,500.00	\$ 79,819.00

SUPPORTING SCHEDULE**Fiscal Year FY20-21****Fund: 95-Occupancy Tax Fund****Dept. Head-Ashlin Glatthar****Dept #: Travel & Tourism - 9077****Division: ~ - 9077****Account: 4912 Fees & Dues**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20
1	Association Executives of NC (AENC)	\$ 350.00	\$ 350.00	\$ 350.00
2	RDU Rack Space	\$ 800.00	\$ 800.00	\$ 800.00
3	NC Coast Host	\$ 400.00	\$ 400.00	\$ 400.00
4	NC Festival & Events (NCAF&E)	\$ 300.00	\$ 300.00	\$ 300.00
5	Civil War Trail Signs	\$ 800.00	\$ 800.00	\$ 300.00
6	NC Travel Industry Association (NCTIA)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
7	NC Sports Association	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8	Smith Travel Research (STR)- fees increase next FY	\$3,000	\$ 3,500.00	\$ 3,500.00
9	Sponsorship Fees for local organizations	\$ 1,500.00	\$ 1,500.00	\$ -
10				
	Total - 4912 Fees & Dues	\$ 9,350.00	\$ 9,850.00	\$ 7,850.00

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		7310	Special Expense						
Division:		7310	~						
			Dept. Head						
			~ = Division by Zero						
			* = Change < \$500						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$ 102,981.51	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1860	Worker's Compensation	\$ 30,000.00			\$ -	\$ -	*	\$ -	*
Total Salaries & Benefits		\$ 132,981.51	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
1991	Consultant Fees	\$ -			\$ -	\$ -	*	\$ -	*
3599	Storm Damage Cleanup	\$ 18,235.00	\$ -	\$ 7,523.95	\$ 14,821.00	\$ -	*	\$ -	*
4543	Insurance Deductible Claims	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
4801	Econ Devel Incent-Alta Foods	\$ -	\$ -		\$ -	\$ -	*		
4909	Land Lease Payable (Farms)	\$ 11,156.33	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
4910	Property Taxes - DGDC	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
4912	Fees & Dues	\$ -			\$ -	\$ -	*	\$ -	*
4913	Institute Of Government	\$ 24,394.00	\$ 14,300.00	\$ 14,300.00	\$ -	\$ -	*	\$ -	*
4914	League Of Municipalities	\$ 26,038.00	\$ 27,000.00	\$ 27,000.00	\$ -	\$ -	*	\$ -	*
4916	Chamber Of Commerce	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
4917	Wayne County Alliance	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
4918	National League Of Cities	\$ 3,355.74	\$ 3,300.00	\$ 3,300.00	\$ -	\$ -	*	\$ -	*
4920	Arbitrage Rebate Fees	\$ 2,013.46			\$ -	\$ -	*	\$ -	*
4932	Literacy Connections of Wayne Co.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	50.00%	\$ 9,000.00	-10.00%
4970	Economic Incentive Funding	\$ -	\$ -	\$ -	\$ -	\$ -	*		
4978	Annex Fire Contracts	\$ 28,345.13			\$ -	\$ -	*	\$ -	*
4980	Rebuilding Broken Places	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00	-13.33%	\$ 13,500.00	-10.00%
4981	HGDC Community Crisis Center	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	200.00%	\$ 4,500.00	-10.00%
6993	Boys and Girls Club Donation	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	0.00%	\$ 13,500.00	-10.00%
6994	Arts Council	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 35,000.00	40.00%	\$ 22,500.00	-10.00%
9919	Agency Support-New Requests	\$ -	\$ -	\$ -	\$ -	\$ 42,500.00	~	\$ -	*
9920	Wayne County Schools-PEG Distrib	\$ 27,027.04	\$ -	\$ -	\$ 27,339.00	\$ 27,400.00	~	\$ 27,400.00	~
9933	WAGES	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 18,000.00	-10.00%
9937	WATCH Donation	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 50,000.00	150.00%	\$ 18,000.00	-10.00%
9947	Museum	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 17,000.00	13.33%	\$ 13,500.00	-10.00%
9952	Communities In Schools Inc	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	33.33%	\$ 13,500.00	-10.00%
9972	Mental Health Association		\$ -	\$ -	\$ 12,000.00	\$ 12,000.00	~	\$ 12,000.00	~
9979	Waynesborough Park Donation	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 25,000.00	25.00%	\$ 18,000.00	-10.00%
9980	Goldsboro/Wayne Trans Authority	\$ 259,716.85	\$ 303,129.00	\$ 303,129.00	\$ 303,129.00	\$ 378,129.00	24.74%	\$ 200,000.00	-34.02%
9982	MIP (Mephibosheth Project Inc) Allo	\$ 4,892.90	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 12,000.00	140.00%	\$ 4,500.00	-10.00%
9996	WISH Donation	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	20.00%	\$ 9,000.00	-10.00%

EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:	7310	Special Expense							
Division:	7310	~							
		Dept. Head							
		~ = Division by Zero							
		* = Change < \$500							
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 05/29/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
Total Operating Expenditures		\$ 605,174.45	\$ 567,729.00	\$ 575,252.95	\$ 577,289.00	\$ 754,029.00	32.81%	\$ 441,900.00	-22.16%
5068	Streetscape Project	\$ -			\$ -	\$ -	*	\$ -	*
5233	Multi Sports Complex	\$ 53,708.00			\$ -	\$ -	*	\$ -	*
5401	Administrative Car	\$ -			\$ -	\$ -	*	\$ -	*
5566	Park Signs	\$ 15,371.20			\$ -	\$ -	*	\$ -	*
5732	T.C. Coley(Formerly WA Foster)	\$ 9,599.82			\$ -	\$ -	*	\$ -	*
5947	Sidewalks	\$ 20,339.35			\$ -	\$ -	*	\$ -	*
Total Capital Outlay		\$ 99,018.37	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
7100	Bond Principal	\$ 345,863.00			\$ -	\$ -	*	\$ -	*
7132	Recreation Center Loan Payment	\$ 505,478.40			\$ -	\$ -	*	\$ -	*
7160	Lease Purchase Payment	\$ 1,896,612.70			\$ -	\$ -	*	\$ -	*
7161	City Hall Loan Payment	\$ 471,205.56			\$ -	\$ -	*	\$ -	*
7164	Paramount Loan Payment	\$ 409,275.48			\$ -	\$ -	*	\$ -	*
7165	Streetscape Debt Svc	\$ 71,894.88			\$ -	\$ -	*	\$ -	*
7167	Tiger Match/Settlement Loan	\$ 350,876.60			\$ -	\$ -	*	\$ -	*
7168	Police Settlement Payment	\$ 196,052.50			\$ -	\$ -	*	\$ -	*
7169	County Regional Loan (Wayne)	\$ 127,375.20			\$ -	\$ -	*	\$ -	*
7171	Police Evidence Loan	\$ -			\$ -	\$ -	*	\$ -	*
7200	Bond Interest	\$ 378,079.22			\$ -	\$ -	*	\$ -	*
Total Debt Service		\$ 4,752,713.54	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
Total Special Expense-~ Budget		\$ 5,589,887.87	\$ 567,729.00	\$ 575,252.95	\$ 577,289.00	\$ 754,029.00	32.81%	\$ 441,900.00	-22.16%

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Special Expense - 7310		
Division:	~ - 7310		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
1834	City's Portion Retiree Health Insur		Retiree Health Insurance Benefit per Personnel Policy - approx 12 retirees - Moved to 11-7315.	\$ -	\$ -	\$ -
1860	Worker's Compensation			\$ -	\$ -	\$ -
Total Salaries & Benefits				\$ -	\$ -	\$ -
1991	Consultant Fees			\$ -	\$ -	\$ -
3599	Storm Damage Cleanup			\$ 14,821.00	\$ -	\$ -
4543	Insurance Deductible Claims		Reserve for potential claims. City's deductible is \$10K for most claims. Moved to 11-7315	\$ -	\$ -	\$ -
4801	Econ Devel Incent-Alta Foods		Moved to 11-7315	\$ -	\$ -	\$ -
4909	Land Lease Payable (Farms)		Rent proceeds owed to Wayne County for their 50% portion of shared farm leases. Funded with Land Lease Revenue. Moved to 11-7315	\$ -	\$ -	\$ -
4910	Property Taxes - DGDC			\$ -	\$ -	\$ -
4912	Fees & Dues	Y		\$ -	\$ -	\$ -
4913	Institute Of Government		UNC School of Government \$10,000; School of Government Foundation \$4,252	\$ -	\$ -	\$ -
4914	League Of Municipalities		NC League of Municipalities	\$ -	\$ -	\$ -
4916	Chamber Of Commerce		Wayne Co Chamber - Membership Investment \$15,000 and various Chamber sponsorships \$5,000	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4917	Wayne County Alliance		Wayne County Development Alliance membership Moved to 11-7315	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
4918	National League Of Cities		National League of Cities membership Moved to 11-7315	\$ -	\$ -	\$ -
4920	Arbitrage Rebate Fees		Moved to 11-8111	\$ -	\$ -	\$ -
4932	Literacy Connections of Wayne Co.		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 10,000.00	\$ 15,000.00	\$ 9,000.00
4970	Economic Incentive Funding		Moved to 11-7315	\$ -	\$ -	\$ -
4978	Annex Fire Contracts		None	\$ -	\$ -	\$ -
4980	Rebuilding Broken Places		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 15,000.00	\$ 13,000.00	\$ 13,500.00
4981	HGDC Community Crisis Center		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 5,000.00	\$ 15,000.00	\$ 4,500.00
6993	Boys and Girls Club Donation		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 15,000.00	\$ 15,000.00	\$ 13,500.00

JUSTIFICATION SHEET	Fiscal Year FY20-21		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-	Green Cell - Department Input
Dept #:	Special Expense - 7310		
Division:	~ - 7310		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
6994	Arts Council		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 25,000.00	\$ 35,000.00	\$ 22,500.00
9919	Agency Support-New Requests		New Requests- Three In One Family Center (\$40,000); A Drummers World Drumline performing Arts School (\$2,500.00)	\$ -	\$ 42,500.00	\$ -
9920	Wayne County Schools-PEG Distrib		Contracted Agency Support - Funded by State Revenues	\$ 27,339.00	\$ 27,400.00	\$ 27,400.00
9933	WAGES		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00
9937	WATCH Donation		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 20,000.00	\$ 50,000.00	\$ 18,000.00
9947	Museum		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 15,000.00	\$ 17,000.00	\$ 13,500.00
9952	Communities In Schools Inc		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 15,000.00	\$ 20,000.00	\$ 13,500.00
9972	Mental Health Association		Funding added 8/19/19 Council meeting; Randy thinks it's a 3 year agreement - add \$12K Fy21	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
9979	Waynesborough Park Donation		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 20,000.00	\$ 25,000.00	\$ 18,000.00
9980	Goldsboro/Wayne Trans Authority		Contracted Agency Support includes Capital Request; Per email from CM, GWTA cut \$178,129 due to additional federal funding.	\$ 303,129.00	\$ 378,129.00	\$ 200,000.00
9982	MIP (Mephibosheth Project Inc) Allo		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 5,000.00	\$ 12,000.00	\$ 4,500.00
9996	WISH Donation		Contracted Agency Support-Per Tim FY21 request at FY20 funding levels	\$ 10,000.00	\$ 12,000.00	\$ 9,000.00
Total Operating Expenditures				\$ 577,289.00	\$ 754,029.00	\$ 441,900.00
5068	Streetscape Project					
5233	Multi Sports Complex					
5401	Administrative Car					
5566	Park Signs					
5732	T.C. Coley(Formerly WA Foster)					
5947	Sidewalks					
Total Capital Outlay				\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Green Cell - Department Input		
Dept #:		Special Expense - 7310				
Division:		~ - 7310				
		Dept. Head-				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 05/29/20
7100	Bond Principal					
7132	Recreation Center Loan Payment					
7160	Lease Purchase Payment					
7161	City Hall Loan Payment					
7164	Paramount Loan Payment					
7165	Streetscape Debt Svc					
7167	Tiger Match/Settlement Loan					
7168	Police Settlement Payment					
7169	County Regional Loan (Wayne)					
7171	Police Evidence Loan					
7200	Bond Interest					
Total Debt Service				\$ -	\$ -	\$ -
Total Special Expense-~ Budget				\$ 577,289.00	\$ 754,029.00	\$ 441,900.00

FY 2020-21 Agency Requests												
Agency	FY 18-19 Allocation			FY 19-20 Allocation			FY 20-21 Requested			FY 20-21 Manager's Recommended		
	General	CDBG	Total	General	CDBG	Total	General	CDBG	Total	General	CDBG	Total
Chamber of Commerce	20,000	-	20,000	20,000	-	20,000	20,000	-	20,000	20,000	-	20,000
Wayne County Alliance	25,000	-	25,000	25,000	-	25,000	25,000	-	25,000	25,000	-	25,000
Literacy Connections	10,000	-	10,000	10,000	-	10,000	15,000	-	15,000	9,000	-	9,000
Rebuilding Broken Places	5,000	-	5,000	15,000	-	15,000	13,000	-	13,000	13,500	-	13,500
HGDC Community Crisis Ctr.	5,000	-	5,000	5,000	-	5,000	15,000	-	15,000	4,500	-	4,500
Boys & Girls Club	10,000	-	10,000	15,000	-	15,000	15,000	-	15,000	13,500	-	13,500
Arts Council	25,000	-	25,000	25,000	-	25,000	35,000	-	35,000	22,500	-	22,500
Wayne County Schools - PEG distribution				27,339			27,400		27,400	27,400		27,400
WAGES	20,000	-	20,000	20,000	-	20,000	20,000	-	20,000	18,000	-	18,000
W.A.T.C.H.	20,000	-	20,000	20,000	-	20,000	50,000	-	50,000	18,000	-	18,000
Museum	15,000	-	15,000	15,000	-	15,000	17,000	-	17,000	13,500	-	13,500
Communities in Schools	15,000	-	15,000	15,000	-	15,000	20,000	-	20,000	13,500	-	13,500
Mental Health Association (3 year agrmt. FY20-FY22)				12,000		12,000	12,000		12,000	12,000		12,000
Waynesborough Park	20,000	-	20,000	20,000	-	20,000	25,000	-	25,000	18,000	-	18,000
Goldsboro/Wayne Transportation	258,129	-	258,129	303,129	-	303,129	378,129	-	378,129	200,000	-	200,000
MIP (Mephibosheth Project Inc)	-	-	-	5,000	-	5,000	12,000	-	12,000	4,500	-	4,500
W.I.S.H.	10,000	-	10,000	10,000	-	10,000	12,000	-	12,000	9,000	-	9,000
Three In One Family Center	-	-	-	-	-	-	40,000	-	40,000	-	-	-
A Drummers World Drumline Performing Arts School	-	-	-	-	-	-	2,500	-	2,500	-	-	-
TOTALS	458,129	-	458,129	562,468	-	535,129	754,029	-	754,029	441,900	-	441,900



North Carolina

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533

cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Chamber of Commerce of Wayne County, Inc.

Agency

PO Box 1107, Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019	\$ 20000.00
Funding Received from City, FY 2019-2020	\$ 20000.00
Amount of Funding Requested, FY 2020-2021	\$ 20000.00

By: Janet Brock
Name
Dir of Operations & Finance
Title

919-734-2241
Telephone
janetb@waynecountychamber.com
Email Address

Date Request Submitted: March 9, 2020

Line Item: See attached
(Finance Dept. use only)

2020 Board of Directors

John Seegars, Chair
Chrissy Smith, Past Chair
Dr. Thomas Walker, Jr.,
Chair-Elect
Kevin Johnson, Treasurer

Mayor Chuck Allen
Dr. Kelly Alves
Martha Bryan
Jeremiah Daniels
Dr. Michael Dunsmore
Craig Foucht
John Garver
Charles Gaylor
Janie Jaberg
Jacqueline Kannan
Rebecca Kinsey
Ralph LeGrand
Commissioner Ray Mayo
Scott Newton
Cathy Noice
Dustin Pike
Mark Pope
Dr. Paul Rutter
Lyman Beecher Smith
Capt. Phillip Stokes
Selena Worrell

Ms. Catherine Gwynn
City of Goldsboro
Drawer A
Goldsboro, NC 27533

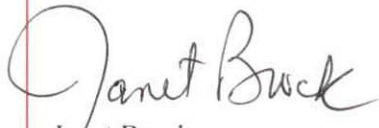
Dear Catherine,

In 2020-2021, the Wayne County Chamber will continue to be involved in a number of projects designed to have a positive impact on the tax base of the county and its citizens.

We would like to request the renewal of the \$20,000 commitment for Chamber of Commerce services. The commitment would include funding assistance with our current initiatives on Military Affairs, Small Business Development, Leadership, Government Affairs, Agriculture and Education as well as sponsorship of 4 events focusing on Transportation, State of the Military, 2020 Dancing Stars of Wayne County Fundraiser and the Wayne Education Network Career Fair all to be held in 2020-2021.

We deeply appreciate our partnership with the City of Goldsboro and look forward to a productive and prosperous future for all concerned.

Sincerely,



Janet Brock
Director of Operations & Finance

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

The mission of the Chamber of Commerce of Wayne County, Inc is to facilitate communications between members of the business community, to create positive action and to be the leader in bringing community members together to solve community problems and enhance the quality of life in the Goldsboro/Wayne County area.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

See attached

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

The Chamber serves approximately 600 businesses and organizations that collectively employ more than 35,000 local residents.

- b. Geographical area served by the requesting agency.

The Chamber serves the residents of the City of Goldsboro and the County of Wayne.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

See attached.



2. **What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)**

The Wayne County Chamber of Commerce is a membership-based nonprofit organization comprised of business and professional persons who have joined together for the purpose of promoting the civic and economic progress of our community. The Chamber serves more than 600 businesses and organizations that collectively employ more than 35,000 local residents. The Chamber is charged with two primary functions: (1) to be the leading voice for the business community, translating group thinking by its members into action, and (2) to provide leadership in solving community problems and enhancing the quality of life throughout Wayne County.

Through our many programs the Chamber enjoys many collaborative partnerships with key organizations, including the following:

- County of Wayne
- City of Goldsboro
- Wayne County Public Schools
- Seymour Johnson Air Force Base
- Wayne Community College
- University of Mount Olive
- The Wayne Charitable Partnership, Inc., the Chamber's 501(c)3 "incubator" for nonprofit start-ups such as City of Goldsboro Child Nutrition Outreach & Education Program, Optimist Club Computers4Students of Wayne County, Wayne County Long Term Recovery and Wayne First.
- The Business and Industry Center at Wayne Community College, providing educational opportunities for small businesses.
- The Wayne County Development Alliance, promoting business and industry in Wayne County.
- The Goldsboro-Wayne County Visitor Center – part of the Travel and Tourism Division of the City of Goldsboro –which is housed in the Chamber building.
- LAUNCH Goldsboro

Government Affairs– Working on behalf of business in the legislative arena, the GAC works to ensure that the business voice is heard on issues of importance at the local, state, and federal levels. The mission of the GAC is to serve as a liaison to government on behalf of business to influence, inform, and promote constructive government/business relations.

2020 Objectives

- Host "Legislative Wrap Up" breakfast with members of our state delegation
- Participate in Annual Business Summit in Washington, DC, by sending committee members to represent Wayne County
- Host an annual Capital City Day where Chamber members and prominent community leaders "take to the hill" to advocate for increased opportunities for businesses and investments in Raleigh.
- Collaborate with the Eastern Region of Chambers of Commerce to develop a regional legislative agenda



Small Business Development–The Chamber partners with the Wayne Business and Industry Center at Wayne Community College on various projects and coordinates local activities during national Small Business Week. The Chamber provides opportunities year-round for businesses to have access to training and educational opportunities through seminars.

2020 Objectives

- In collaboration with Wayne Community Colleges' Wayne Business & Industry Center we will be offering an exciting week of events and seminars in honor of Wayne County small businesses
- Promote MyChamberApp, a program designed to showcase area businesses products and services
- Celebrate women in the workplace through a luncheon that showcases inspirational stories and extraordinary achievements of the women in our community. An award will be presented to the Professional Woman of the Year.
- Partner with LAUNCH Goldsboro to encourage entrepreneurial opportunities for small business startups.

Leadership Wayne – Leadership Wayne assists present and future community leaders in their efforts to prepare for leadership positions in local business, community, and government affairs. The program offers an inside look into Wayne County; Community involvement opportunities; the tools needed to become a more active civic leader; and lifetime business and social contacts. This year will celebrate the 34th year of existence under the Chamber's leadership.

Military Affairs Committee – Maintaining and continually improving the relationship between the military and civilian communities, this committee realizes the value of a united business and military community. The MAC provides an area for business leaders and military leaders to meet "socially".

Wayne Education Network – The WEN is a county-wide initiative created to improve the quality of life and economic prosperity in Goldsboro and Wayne County through programs and partnerships designed to enhance the educational and training opportunities available to students of all ages.

2020 Objectives

- Conduct a county-wide Career Fair for all 1,600+ 8th grade students and 750 10th grade students.
- Conduct a county-wide STEAM Fair showcasing the Science, Technology, Engineering, Agriculture & Math projects created by area students and will be attended by all 1,600+ 7th grade students who will view the many projects Wayne County students in grades 3-12.
- Manage the Junior Leadership program where high school juniors (public, private and home school students) participate in a year-long program which offers opportunities for the students to explore various careers and to gain more leadership skills. Since its inception in 1998, 397 students have completed this program.
- Coordinate the Teacher Golden Rule program where area businesses are offering incentives to our teachers in an effort to retain these teachers in our schools.



- Host annual Teacher Welcome Breakfast and Scavenger Hunt of Goldsboro businesses located in the downtown area.
- Award grants to Wayne County Public School teachers for the implementation of creative and innovative projects in the classroom

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

The Chamber serves more than 600 businesses and organizations that collectively employ more than 35,000 local residents.

b. Geographical area served by the requesting agency.

The Chamber serves the residents of the City of Goldsboro and the County of Wayne.

c. Total annual budget and other funding sources and amounts of funding provided (or requested).

- Total annual budget for 2020 is \$661,567.
- \$1,500 will be used toward emphasizing the City of Goldsboro's commitment to Transportation & Logistics issues through our quarterly State of the Community Luncheon
- \$1,500 will be used toward emphasizing the City of Goldsboro's commitment to maintaining strong relations with Seymour Johnson AFB through the State of the Military breakfast
- \$2,000 will be used toward the support of the Chamber's education initiatives including grants awarded to teachers for innovative projects in their classrooms, the Junior Leadership program, the annual county-wide 8th and 10th grade Career Fair and 7th grade STEM Fair
- \$15,000 will be used throughout the year to provide funding for our various initiatives & programs of the Chamber as stated under question 2



CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Literacy Connections of Wayne County
Agency

2001 – D East Ash Street

Goldsboro, NC 27530
Address

Funding Received from City, FY 2018-2019 \$ 10,000.00

Funding Received from City, FY 2019-2020 \$ 10,000.00

Amount of Funding Requested, FY 2020-2021 \$ 15,000.00

By: Suzie Acree
Name

919-580-4030
Telephone

Executive Director
Title

suzie.acree@waynegov.com
Email Address

Date Request Submitted: 03/05/2020

Line Item: _____
(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

Literacy Connections of Wayne County, Inc. is a 501(c)(3) corporation that provides and promotes literacy services for adults in Wayne County, North Carolina. The nonprofit is dedicated to developing literacy skills that empower individuals and families to lift themselves out of poverty by obtaining higher education, finding and keeping sustainable employment, and engaging with the community around them. Our programs focus on a one-on-one partnership between an adult literacy student and a committed, consistent, trained tutor using evidence-based curriculum. In addition to volunteers, Literacy Connections partners with individuals either in school or seeking employment through Federal Work Study, Title V, and WIOA. In exchange, Literacy Connections supervises their work, mentoring them and providing on-the-job training related to the work experience they are seeking. We value the opportunity for all students to reach their goals through education.

The following programs and services are provided at Literacy Connections of Wayne County, Inc.:

Adult and Family Literacy

The Adult Basic Education (ABE) program teaches reading, writing, spelling, and math to adults who read at or below a basic skills level. Students come to Literacy Connections because they want to improve job prospects, help their children in school, enroll in a High School Equivalency program, and to better navigate the world around them. Some examples of 2019 successes include the following:

- **NEW** Story Time Online – 150 community volunteers allowed us to record them reading a story geared towards children 10 and under and post it to our social media pages to assist families in developing a love of reading habit centered on bedtime each day during the summer to avoid summer slide. We will offer Story Time Online again in summer 2020.
- **NEW** Two Little Free Libraries were established to provide free books to the public. A large one is located at the GWTA Transfer Center where 200,000 people per year pass through, and the other is at Literacy Connections – both are Goldsboro locations. We have maintained full book shelves at both Little Free Libraries.

Bank on Wayne/Financial Literacy

LCWC offers instruction in financial literacy through Bank On Wayne, which provides information and assistance in budgeting, banking and managing credit. Bank on Wayne encourages participants to operate within the financial mainstream and avoid costly alternative financial services, such as check cashing business. Some examples of 2019 successes include the following:

- Nearly 100 Goldsboro High School students received a high quality financial training through the Bank on Wayne program.
- Residents (both youth and adults) as well as employees (**NEW**) at the Housing Authority for the City of Goldsboro received financial training applicable to the group's needs through the Bank on Wayne program.
- **NEW** People who were formerly incarcerated received financial training to prepare them for success during reentry through the MPI program.
- **NEW** A Financial Literacy video series is planned for April 2020 to air on social media and Literacy Connections YouTube channel to educate the public on important financial information necessary to operate in the financial mainstream and avoid costly mistakes.

Digital Literacy/Computer Technology

This program provides computer technology skills instruction including keyboarding, system set up and components, document generation, e-mail and basic on-line functions. Individual students may request assistance with specific computer technology software programs or other computer-related technologies. Computer technology instruction is provided through laboratory hours and one-on-one instruction. Some successes of this program include:

- **NEW** A Goldsboro Girl Scout Troop adopted the creation of a video series to educate residents on digital technology in a world that is always changing. This was part of them earning a Silver Award through the Girl Scout leadership program. This video series was aired on social media and the Literacy Connections YouTube channel with thousands of people tuning in to learn.

Health Literacy

Only 12% of our population is estimated to have the health literacy skills necessary to manage their health conditions competently. Literacy Connections has partnered with Wayne UNC Healthcare to change that through education on health topics in simple, plain language. **NEW** We launched a video series called **Daily Word Beat**, which aired on social media and Literacy Connections YouTube channel to educate the residents on medical vocabulary and what those terms mean.

English Language Acquisition (ELA)

This program provides ELA classes for International students and is taught by Wayne Community College instructors in our facility. The content covered includes listening, speaking, reading, writing and processing the English language. ELA is taught in small group settings but one-on-one tutoring is available for students needing additional support.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Literacy Connections serves individuals who reside in Wayne County, North Carolina. The literacy center is centrally located in Goldsboro and **96% (261 of 272) of the client population at Literacy Connections are residents of the City of Goldsboro.** Instructors and tutors meet with students both at the center on Ash Street and in other public locations throughout the county that are convenient to our adult learners. The literacy center is easily accessible via the GWTA bus route at the Peggy M. Seegars Senior Center bus stop, and is open for daytime and evening hours to be flexible around students' schedules for work and family obligations.

10% of adult residents are nonreaders.

26% of adult residents read below a third grade level.

32% of adult residents read only between a third and eighth grade level.

58% of adult residents read below a ninth grade level, which is below the level needed to earn a living wage.

Individuals who lack basic skills are often left with negative consequences such as unemployment, jobs paying below a living wage, or dead-end jobs with no real chance for advancement. In addition, **70% of families where parents cannot read and write will watch their children repeat the cycle due to lack of support in the home during formative years.** Literacy levels can affect economic development, decrease the effectiveness of local government with lack of citizen involvement, and place undue strain on the school system. Conversely, "for every \$1 invested in literacy skills development, communities reap \$60 in return through increased payroll and property taxes, reduced demand on social services, and even savings on justice and healthcare." according to Tom Nash, President of the Commission on Adult Basic Education. Raise the ROI even further by adding the thousands of children who will benefit from their parents newly developed knowledge and skills.

Statistical data dated May 2018, both locally and at the state level, indicates that the current unemployment rate in Goldsboro is 5.9% as compared to the North Carolina state rate of 4.3%. Similarly, the national unemployment rate was 3.8% in May 2018.

The most recent data for Wayne County drop out rates were 2016-2017 showing a rate of 1.86% or 162 students. This was a slight uptick from the previous two school years where the rate was down to 1.77% last year and 1.81% the year before. Wayne County's dropout population in 2016-2017 consisted of 100 male students and 62 female students. 59 were white, 51 were black and 44 were Hispanic.

The overall poverty rate in Goldsboro, NC is 25.92%. The poverty rate among those that worked full-time for the past 12 months was 6.51%. Among those working part-time, it was 26.87%, and for those that did not work, the poverty rate was 29.17%. According to a recent study on poverty in Goldsboro produced by Gene Nichol and Heather Hunt through the North Carolina Research Fund (Winter 2018), Goldsboro was listed as the fifth poorest city in America in 2015 with concentrations of poor and minority households especially noted in several city center census tracts. These areas present notably high rates of poverty, child poverty and unemployment.

Literacy Connections is in the business of equipping adults for the future in their quest to improve their employment situations, become better parents, and become active participants in their community. **We are dedicated to developing skills in reading, math, computers, and financial management for 275 adults and their families in Wayne County in the 2020-2021 fiscal year so that they may achieve success at home, at work, and in the community.** Through the use of evidence-based curriculum, one-on-one tutor student pairs, key business and educational partners, funding and technology, **40% of adult learners will increase their CASAS scores.** Our goal is that **100% of adult learners will progress toward personal goals annually, and 70% will complete and use a family budget** to assist them in reaching their financial goals.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

- Literacy Connections served a total of 272 students in calendar year 2019.
- Of those students, 96% of those students were residents of the City of Goldsboro.
- **2020 – 2021 program targets**
 - **50 Adult and Family Literacy students (ABE)**
 - **25 English as Second Language students (ESL)**
 - **200 Bank on Wayne students – including adults, middle and high school students, and employees of local government and businesses. (New Curriculum)**
 - **NEW 1500+ reached through social media in residents' homes: like Story Time Online, Digital Literacy, Financial Literacy, and Health Literacy educational messaging that promotes and provides literacy tools to assist families in the learning process.**

b. Geographical area served by the requesting agency.

Literacy Connections serves individuals who reside in Wayne County, North Carolina. Our literacy center is centrally located in Goldsboro on Ash Street, and is on a GWTA bus route with the stop for the Peggy M. Seegars Senior Center conveniently accessible to our facility. Our volunteer tutors primarily meet with students in the literacy center, but also have the option to meet with students in a public location convenient to both parties.

Literacy Connections partners with the Salvation Army's rapid rehoming initiative, Habitat for Humanity's eligibility process for homeownership criteria, the Wayne Pregnancy Care Center's parents who are expecting an unplanned birth, Society of St. Vincent de Paul, the Wayne Uplift Domestic Violence shelter residents, DSS, NC Works, and prisoner re-entry programs, to name a few. These Goldsboro-based nonprofits and government services provide referrals to our programs on a consistent basis. We are always seeking partners whose clients would benefit from the services that Literacy Connections offers. These partnerships are beneficial to individuals who have needs across agencies and our partnerships offer assistance to them in a more convenient way.

c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Literacy Connections budget for 2019 include the following:

County of Wayne	\$98,195
United Way	\$42,500
CDBG	\$5,000
City of Goldsboro – General Fund	\$15,000
Miscellaneous Grants	\$20,000
Fundraising: Lilies for Literacy and Reading Between the Wines	\$24,000
Friends of Literacy Membership and other Donations	\$11,500
TOTAL:	\$216,195

In-Kind Contributions FYE 2019		
		Facility (\$25,000) Utilities – water/sewer/lights/parking/outdoor lights/telephone (\$7500) Manpower support (\$3000)
County of Wayne	\$35,500.00	
WIOA	\$19,760.00	Two positions 36 hours per week at \$9.50/hr. for a max of 1040 hrs. each
Title V	\$7,540.00	Two positions 15 hours per week at \$7.25/hr. for a max of 520 hrs. each
Fed. Work Study	\$1,500.00	One position at \$9.00/hr. for a max of 167 hours.
Volunteer Tutors	\$37,908.00	50 volunteers est. contributing 1609 hours at \$23.56/hr.
Other volunteers	\$ 6,031.00	31 volunteers est. contributing 256 hours at \$23.56/hr.
TOTAL IN-KIND	\$ 108,239.00	

4. Please submit the following by mail or email:

- Completed 2019-20 Budget Application Form.
- A list of the Board of Directors.
- Copy of the tax status determination letter from the IRS.
- Your agency's detail budget.
- One (1) copy of the most recent independent audit of the agency.

BOARD MEMBERS DIRECTORY 2019
LITERACY CONNECTIONS OF WAYNE COUNTY



Name Business

Telephone/Fax Address

E-Mail

Committee Effective

Class of 2020					
Charles Gaylor, IV, Esq. <u>Board Chair</u>	Wayne Community College Associate VP, Human Resources, Marketing, Safety & Compliance P. O. Box 8002, 3000 Wayne Memorial Dr. Goldsboro, NC 27533-8002	919.739.7161 (W) 919.273.3084 (C) Fax: 919.739-7135	702 Park Place, Goldsboro, NC 27530 (H)	cpgraylor4@gmail.com	Executive, Finance, Personnel 04/2014 (Serving 2nd Term)
Winsor Ingram	<u>Client Representative</u>	919.221-8448 (C)	4240 Emmaus Church Road Seven Springs, NC 28578	bhingham@nc.rr.com	Resource Dev. & Marketing 09/2015 (Serving 2nd Term)
Jennifer Polk	N.C. Division of Workforce Solutions N. C. Works Career Center, Manager 2006 Wayne Memorial Drive, Goldsboro, NC 27534	919.731.7950, ext. 223 (W) 910.990.4115 (C)		jennifer.polk@nccommerce.com	Personnel 09/2014 (Serving 2nd Term)
Sharita Oates	The Housing Authority of the City of Goldsboro ROSS Grant Coordinator 700 North Jefferson Avenue, Goldsboro, North Carolina 27530	919.584.7569 (W) 919.735.7533 (W)		soates@hacg.org	Resource Development 06/2019 (Serving 1st Term)
Class of 2021					
Lynn Rabhan, <u>Vice Chair</u>	Wayne Community College Director, Transitional Programs for College and Career P. O. Box 8002, 3000 Wayne Memorial Drive Goldsboro, North Carolina 27533-8002	919.739.6917		lrabhan@waynecc.edu	Personnel (Chair) Executive, 09/2015 Secretary: 08/2016 (Serving 2nd Term)
Katrina Lee, <u>Board Treasurer</u>	University of Mount Olive Director, Financial Aid 634 Henderson Street, Mount Olive, North Carolina 28365	919.658.7891 (W) * main switchboard: 919.658.2502 919.920.5595 (C)		klee@umo.edu	Executive, Finance (Chair) 9/2015 Treasurer: 9/2016 (Serving 2nd Term)
Penny Ritt <u>Board Secretary</u>	Speech Pathologist (retired)	919.751.1468 (H) 919.222.7487 (C)	201 Breezewood Drive Goldsboro, NC 27534 (H)	kritt@suddenlink.net	Resource Dev. & Marketing (Co-Chair) 11/2015 (Serving 2nd Term)
Charles Ivey	Educator (retired)	919.222.4389 (C) 919.658.4389 (H)	2284 Summerlin Crossroads Mt. Olive, NC 28365	Ccivey3@gmail.com	Finance 2/2019 (Serving 1st Term)
Laura Wise	BB&T Home Mortgage 201 N Spence Ave, Goldsboro, NC 27534	919.580.1815 919.920.6457 (cell)		lwise@bbandt.com	Finance Bank on Wayne 03/2019 (Serving 1st Term)
Melissa Shay	Wayne UNC Health Care Vice President of Strategy & Business Development 2700 Wayne Memorial Dr, Goldsboro, NC 27534	*Paula Sowers (Executive Assistant) 919.731.6137		melissa.shay@waynehealth.org	5/2019 (Serving 1st Term)
Class of 2022					
Mary Bartlett	UNC Lenoir Health Care Finance Division, Sr. Financial Analyst 100 Airport Road, Kinston, NC 28501	919.920.4151 (C) 919.735.3006 (H) 252.522.7784 (W)	209 Cashwell Drive Goldsboro, NC 27534	mbartlett@lenoir.org (Wk) mbartlett1@nc.rr.com (personal)	Finance 02/2016 (Serving 2nd Term)
Patricia Beier	WAGES (Wayne Action Group for Economic Solvency) Executive Director 601 Royall Avenue, Goldsboro, North Carolina 27534-2570	919.580.1793 (W) 919.734.1178 Front desk		pbeier@wagesnc.org	Personnel 09/2016 (Serving 2nd Term)
Marion Waters	WAGES (Wayne Action Group for Economic Solvency) Senior Companion Outreach Specialist 601 Royall Avenue, Goldsboro, North Carolina 27534-2570	252.268.0362 (C)	113 Brandy Avenue LaGrange, NC 28551 (H)	Watersmp64@hotmail.com	Resource Dev. & Marketing 09/2016 (Serving 2nd Term)
Jane Rustin	Library Director (retired)	919.734.9516 (H) 919.330.8436 (C)	239 South Spence Avenue Goldsboro, NC 27534 (H)	jdustin@nc.rr.com	Resource Dev. & Marketing (RBTW) 9/2016 (Serving 2nd Term)
Camelia Walker	Wayne County Public Library 1001 East. Ash Street, Goldsboro, NC 27530	919.735.1824 x5116	P.O. Box 11558 Goldsboro, NC 27532	Camelia.walker@waynegov.com	Resource Dev. & Marketing (Co-Chair) 5/2017 (Serving 2nd Term)

Budget Line Item	2019 Budget	2019 Actual	2020 Budget w/ PT (.5FTE)Admin	Notes
Revenues				
County of Wayne	\$ 98,195.00	\$ 98,195.00	\$98,195.00	
United Way	\$ 37,500.00	\$ 32,000.00	\$42,500.00	
CDBG - reimbursement	\$ 7,500.00	\$ 4,097.28	\$5,000.00	Summer Youth Initiative
City of Goldsboro - Gen	\$ 10,000.00	\$ 10,009.97	\$15,000.00	Services for Goldsboro Residents
Misc Grants	\$ 16,000.00	\$ 15,000.00	\$20,000.00	
Fundraising	\$ 18,000.00	\$ 24,989.50	\$24,000.00	Lilies for Literacy and Reading Between the Wines
Other Donations		\$ 11,790.00	\$4,500.00	Misc. Donations
Friends of LC	\$ 7,000.00	\$ 7,252.00	\$7,000.00	Membership Drive
TOTAL REVENUES	\$ 194,195.00	\$ 203,333.75	\$216,195.00	
Expenses				
Salaries	\$ 116,592.00	\$ 123,159.32	\$133,000.00	Adding a .5FTE Admin position
Employee Benefits	\$ 24,346.00	\$ 20,372.42	\$27,400.00	
Payroll Taxes	\$ 8,913.00	\$ 8,168.60	\$10,200.00	
Office Supplies	\$ 3,400.00	\$ 2,457.02	\$2,500.00	
Postage and Shipping	\$ 1,200.00	\$ 1,632.45	\$1,600.00	
D&O Insurance	\$ 2,251.00	\$ 1,877.00	\$2,000.00	
Legal & Accounting	\$ 6,000.00	\$ 4,195.00	\$5,000.00	Audit, Tax Prep, Financial Exp.
Bank Charges & Fees	\$ 200.00	\$ 131.14	\$200.00	
Outside Printing	\$ 900.00	\$ 362.14	\$500.00	Marketing materials
Advertising	\$ 1,000.00	\$ 1,071.74	\$3,200.00	Website/domain and new marketing
Professional Fees	\$ 7,500.00	\$ 10,024.50	\$10,000.00	Data Consultant and Professional Training
Purchased Services Exp	\$ 3,000.00	\$ 2,244.69	\$3,000.00	Copier lease and maintenance
Travel	\$ 5,000.00	\$ 3,234.19	\$4,000.00	
Meetings & Conference	\$ 1,500.00	\$ 1,925.55	\$1,500.00	Literacy workshops and trainings
Educational Supplies	\$ 4,200.00	\$ 1,453.67	\$3,000.00	
Dues & Publications	\$ 1,500.00	\$ 1,232.08	\$1,000.00	Literacy and nonprofit membership
Equipment under \$500		\$ 953.20	\$1,000.00	Office Equipment
Equipment over \$500	\$ 1,000.00	\$ -	\$1,500.00	Computer Equipment
Fundraising Expense	\$ 5,000.00	\$ 6,225.85	\$5,500.00	Lilies for Literacy and Reading Between the Wines
Program Services Other		\$ 1,700.00	\$95.00	
TOTAL EXPENSES	\$193,502.00	\$192,420.56	\$216,195.00	
SURPLUS/(DEFICIT)	\$693.00	\$10,913.19	\$0.00	



CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Rebuilding Broken Places Community Development Corporation
Agency

2105 N William St Goldsboro, NC 27530

Address

Funding Received from City, FY 2018-2019 \$ 5,000.00

Funding Received from City, FY 2019-2020 \$ 10,518.32

Amount of Funding Requested, FY 2020-2021 \$ 13,000.00

Note: balance left from 2019 SFSP \$4,481.62

John Barnes
By: John E. Barnes
Name

(919)581-9178 Ext 101
Telephone

CEO
Title

jbarnes@rbpcdc.org
Email Address

Date Request Submitted: 03/05/2020

Line Item: _____
(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.
Our mission is to help raise the social, economic and educational opportunities to low- and moderate-income families in Goldsboro/Wayne County.

RBPCDC offers beginner I computer classes to seniors and advance class for seniors in our 15 station computer lab. job training skills for those interest in food service and certification in Safe Food Service Handler. Greenleaf Grace Village provides seniors a one-bedroom apartment with secure facilities. RBP Christian Academy & Childcare Center provides affordable childcare and our Project YESS afterschool provides programming for school age children. Project YESS provides a summer camp at low cost and a Saturday Academy. Greenleaf Community Gardens & Kitchen provides raise garden beds for the community. Participates are given training in preparing and working a garden. Our housing program helps families who are interested in homeownership. Through Faith Estates we work with them on a path to secure funding from local banks to build or purchase a home. We offer Faith Estates for those who are interested in building a home..

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

We are requesting funds to assist in our Summer S.T.E.A.M Camp. The camp will provide a safe and educational environment for children during the summer. The camp will provide opportunities for low- and moderate-income children to learn in a S.T.E.A.M. environment with on hand application. While no children are refused based on income however funds for the camp will allow up to offer a lower rate to those students who families are unable to pay a full amount. Over 95% of the children we serve are students who qualify for free and reduced meals. We are requesting \$10,000 for Summer Camp.

We again be a Sponsor in the Summer Food Service Program and is requesting \$3,000. Last year we served 9,000 meals through 6 sites. One site was closed due to volunteer site person decided they couldn't do it. The funding from the City of Goldsboro will help fund site persons with a stipend, unfortunately it's hard to have a site leader as a volunteer. Last year the City of Goldsboro funded the program with \$10,000 restricted to supplies only, we had a balance of \$4,481.68 that we did not use. We are asking that this amount and the amount requested be used to help fund supplies and stipends for site leaders. We are looking at serving six sites again this year with the possibility of working with K&W Cafeteria serving as their Sponsor which would enable them to serve at a site as well.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:
 - a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents
The summer camp will have slots for 30 students to be serve this year. Based on previous years 98% of our participants live within the City of Goldsboro.

- b. Geographical area served by the requesting agency.

RBPCDC serves families from Goldsboro/Wayne County. Our programs are based in the City of Goldsboro.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Summer Camp: City of Goldsboro \$10,000; PNC Bank \$1,500; NBA Cares \$2,000; Camp Registrations: \$8,000 Budget: \$21,500

Camp Stipends for Staff: \$12,500; Camp Programing & Supplies \$7,000; Camp Field Trips \$2,000

Summer Food Service Program: Projected State Reimbursement: \$37,170; City of Goldsboro \$7,481.68; Other \$6,000; Budget: \$50,651.68

Food Cost: \$21,151.58; Supplies: \$7,500; Staffing: \$19,500; Transporting: \$2,500

4. Please submit the following by **mail or email:**

- a. Completed 2020-21 Budget Application and W9 forms.
- b. A list of the Board of Directors. X
- c. Agency's detail budget. X
- d. The last three years of your 990 filing with IRS. (Please see attached) X
- e. The last three years of your audited financial statements. (Please see attached)?
- f. Certificate of Insurance Form (Showing General Liability and/or Worker's Compensation)

Form **W-9**(Rev.10-2018)



CITY OF GOLDSBORO
FISCAL YEAR 2020-21 BUDGET APPLICATION
(Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P. O. Drawer A
Goldsboro, NC 27533

cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

HGDC Community Crisis Center
Agency

Post Office Box 171, Goldsboro, North Carolina 27533
Address

Funding Received from City, FY 2018-2019

\$5000.00

Funding Received from City, FY 2019-2020

\$5000.00 awarded (\$2500 received
as of March 6, 2020)

Amount of Funding Requested, FY 2020-2021

\$15,000.00

By: Adeen George
Executive Director

919-734-6836
Telephone

Email Address: hgdccenter@yahoo.com

Date Requested Submitted _____ Line Item: _____
(Finance Dept. use only)

Please answer all of the following questions(attach additional sheets if necessary):

1 .Please give a brief description of the mission and services provided by your agency.

HGDC Community Crisis Center is a non-profit charitable organization which provides crisis or intervention services to assist an individual to meet basic human needs and provides opportunities for persons to become self sufficient.

2. What community need(s) of the citizens of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

HGDC Community Crisis Center is a 8500 sq. foot building housing a soup kitchen providing nutritious meals to the homeless and low income persons and families, a closet room providing clothes to the homeless and low income persons and families, shower stalls for persons needing to take care of their personal hygiene, transportation to local Laundromat to wash personal items, emergency financial assistance to low income persons and families needing help with mainly medical, energy and housing needs, HR services to educate and train persons for employment success; and, a transitional housing with persons enrolling in self-sufficiency program to successfully make it on their own initiatives,

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. **Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.** Approximately 1046 unduplicated meals served in the FY 2019. Reportedly, twice as many showers were taken during the same timeframe.
- b. **Geographical area served by the requesting agency.** HGDC mainly service citizens of Goldsboro (roughly 95%). However no one is denied services based on their location.
- c. **Total annual budget and other funding provided (or requested).** The \$15000 requested amount is to replace the roofing issues the building has to maintain a safe and healthy environment.



CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Jacqueline Kannan, Development Director

Agency

Boys & Girls Clubs of Wayne County

PO Box 774, Goldsboro, NC 27533-0774

Address

Funding Received from City, FY 2018-2019 \$ \$10,000 (general) + \$8000

Funding Received from City, FY 2019-2020 \$ \$10,000 (general) + \$5000

Amount of Funding Requested, FY 2020-2021 \$ \$15,000

By: Jacqueline Kannan

Name

(919) 735-2358

Telephone

Development Director

Title

jacqueline.kannan@bgcwayne.org

Email Address

Date Request Submitted: _____

Line Item: _____
(Finance Dept. use only)

1. Please give a brief description of the mission and services provided by your agency.
attached

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:
- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.
- attached

- b. Geographical area served by the requesting agency.
attached

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).
attached

4. Please submit the following by mail or email:
- a. Completed 2020-21 Budget Application and W9 forms.
 - b. A list of the Board of Directors.
 - c. Agency's detail budget.
 - d. The last three years of your 990 filing with IRS. (Please see attached)
 - e. The last three years of your audited financial statements. (Please see attached)
 - f. Certificate of Insurance Form (Showing General Liability and/or Worker's Compensation)

City of Goldsboro – 2020 Request
Boys & Girls Clubs of Wayne County – Goldsboro Club

1. Please give a brief description of the mission and services provided by your agency.

Boys & Girls Clubs of Wayne County (Goldsboro Club) is part of a nationwide Movement of community-based, autonomous organizations, part of the Boys & Girls Clubs of America (BGCA) working to help youth of all backgrounds develop the qualities needed to become responsible citizens and leaders. Our Goldsboro Club offers daily access to a broad range of programs in five core program areas (Character and Leadership Development; Education and Career Development; Health and Life Skills; The Arts; and Sports, Fitness and Recreation) and several specialized initiatives. All programs are designed to drive positive outcomes for youth and reinforce necessary life skills. The Club takes pride in providing support to young people that is significant but distinguishable from what they receive elsewhere – at home, school, religious groups, in other private agencies or through public recreation. The Club nurtures and enriches young lives by giving its members opportunities for personal growth and achievement.

To make sure that all of our members have great futures, the Boys & Girls Club Movement has adopted the **Formula for Impact**, a research-based theory of change that describes how individual Clubs and the Movement as a whole can increase our impact – *exponentially* – on the young people of America.

Our Formula begins with the young people in Clubs – especially those who need us most. It calls for us to consistently provide the most powerful Club Experience possible – by implementing the Five Key Elements for Positive Youth Development, offering high-yield activities and providing targeted programs – all of which help youth achieve priority outcomes. Then, because we also know that attending the Club more frequently and over a greater length of time makes young people more likely to achieve positive outcomes, Clubs must pursue strategies to increase attendance, program participation and member retention.

More than 451 young people at risk and in need right here in Goldsboro are taking advantage of the programs, activities and services provided by the Goldsboro Club. Our vision is to provide an experience that assures success is within reach of every young person who comes through our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Now more than ever, community partners play a critical role in shaping the lives of America's young people. Our Boys & Girls Clubs are uniquely positioned to make a significant difference. We engage the youth who need us most, and provide programs that will help youth develop positive outcomes and achieve great futures. 67% of our Club members come from single parent homes and 83% qualify for free/reduced school lunch so we definitely have youth who need us most. They also need you!

One type of program that is desperately needed is summer programming with a strong academic component. Numerous studies show that most youth lose about two months of grade-level equivalency in mathematical computation skills over the summer months. Low income youth also lose more than two months in reading achievement. As a matter of fact, two-thirds of the ninth-grade reading achievement gap between disadvantaged students and their more advantaged peers can be explained by unequal access to summer learning opportunities during the elementary school years.

Summer learning losses can stack up from year to year, causing low-income children to fall further and further behind, ultimately endangering their chances of high school graduation. More than half of the achievement gap between lower- and higher-income youth can be explained by unequal access to summer learning opportunities.

During the summer months the Boys & Girls Club in Goldsboro will have over 100 youth walk through its doors each day. It is our responsibility to provide programs that have a strong academic component for these youth that may not otherwise have access to learning opportunities while school is out. We are seeking funding for several programs that we offer over the summer months:

Summer Brain Gain program is six weeks of fun, theme-based activities designed to mitigate summer learning loss for early and upper elementary, middle, and high school youth. Each Common Core aligned learning module provides engaging project-based activities, with an emphasis on literacy, math, and 21st century skills. Summer Brain Gain is designed to engage area youth in a process of learning through discovery, creative expression, group work and a final project and offers an interactive approach to hands-on summer learning. With module topics such as "Green Team," "Wacky Weather Watch" and "Connect the Dots," participants can make sculptures out of found objects, create weather in a bottle, host their own weather shows, or even learn how they're connected to the President of the United States of America. Summer Brain Gain is project-based so it doesn't feel like a boring summer project. Kids can be active, change activities frequently, interact with their friends and expand on lessons over the course of a week.

Summer Brain Gain: READ offers six weeks of literacy programming, introducing members to new books and engaging activities supportive of literacy skill development. Modules are available for lower and upper elementary, middle, and high school youth. Opportunities for both small group and individual reading are available each day.

Challenge Island STEM Program: Challenge Island offers a wide array of exhilarating, collaborative STEM programming for kids ages 4 to 14+. Challenge Island offers whimsical, engaging journeys into new worlds of adventure and imagination – a welcome reprieve from the increasingly digitalized and high-pressure childhood experience. Challenge Island STEM Camps teach Club members the skills required to thrive in a competitive, 21st century global society, as outlined by the P21 Partnership for 21st Century Learning.

Skills like communication, collaboration, critical and creative thinking abilities, flexibility, sociability, initiative, leadership, and perseverance through difficulty.

In all of the programs listed above, youth engage in learning through discovery, creative expression and collaborative group work that evolves into a final project or production. Club professionals support and guide participants in a manner more like a mentor or coach, rather than a teacher; therefore, Club members are the programs' drivers and are highly engaged in both learning and fun. Daily, members experience Boys & Girls Clubs of America's four Essential E's of project-based learning practices: engagement, expression, evaluation and exhibition.

The most significant challenges our Club will face in implementing the programs are overcoming the cost of books and supplies, as well as securing/hiring additional staff who can cope with the amount of weekly prep time required. This is where the City of Goldsboro can help by providing funding in the amount of \$15,000 to cover the cost of books, supplies, and part time professionals who are willing to commit to working with low-income youth during the summer months.

High school graduation and successful completion of post-secondary education goals only grow more and more important for the young people in our community. Stemming summer learning loss is a critical component of staying on track toward these goals. The Boys & Girls Clubs of Wayne County – Goldsboro Club is determined to help young people fight summer learning loss while having a fun and productive summer by providing the Summer Brain Gain programs at the Club this year.

Thank you for considering this request and for your support of our community's young people. With the support of the City of Goldsboro, we can ensure that our community's youth go on to become productive, caring, responsible Goldsboro citizens.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

60 youth, ages 6-17; 100% from the City of Goldsboro

b. Geographical area served by the requesting agency.

The Goldsboro Club is conveniently located to what would be considered the inner city or central service area schools and within a one-half mile radius of three HUD funded housing areas. Approximately 40% of Club members come from these housing areas. Approximately 85% of our members come from North Drive, Carver Heights, Dillard Middle, Wayne Middle Academy, Goldsboro Middle and Goldsboro High schools. The Club is located in U.S. Census Tract 19 which is rated the fourth worst-performing tract in a recent analysis by Equal Housing Opportunity with regards to poverty levels, median income levels, unemployment rates and educational levels.

c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Attached.

**BOYS & GIRLS CLUBS OF WAYNE COUNTY
SUMMER BRAIN GAME**

2020 Budget

Boys & Girls Clubs of Wayne County (Goldsboro Club) requests \$15,000.00 from the City of Goldsboro to support the Summer Brain Gain programs. Funding will provide for books, supplies and the staffing necessary to operate the programs at the Goldsboro Club. The following budget outlines the specific cost breakdowns.

Professional Part-time Staffing	\$ 6,000.00
Supplies (Books and supplies for STEM programs, educational software, board games, basic school supplies, reference materials and magazines appropriate for different age ranges and interests, motivational posters, healthful snacks, incentive prizes, etc.)	7,000.00
Equipment (White boards, portable storage bins, hard and soft furnishings, computers)	1,000.00
Printing (program materials)	500.00
Awards/Recognitions	500.00
TOTAL	\$15,000.00

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgywnn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Arts Council of Wayne County
Agency

PO Box 1657

Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019

\$ 25,000

Funding Received from City, FY 2019-2020

\$ 25,000

Amount of Funding Requested, FY 2020-2021

\$ 35,000

By: Georgia M. Dees
Name

919-736-3300
Telephone

Executive Director
Title

georgia@artsinwayne.org
Email Address

Date Request Submitted: 3-6-2020

Line Item: _____
(Finance Dept. use only)



March 5, 2020

Catherine Gwynn
Finance Director
City of Goldsboro
PO Drawer A
Goldsboro, North Carolina 27533

Dear Ms. Gwynn, Mr. Salmon, Mayor Allen and Members of the Goldsboro City Council:

On behalf of the board of directors of the Arts Council, thank you for your support of the Arts Council of Wayne County throughout the years. As a nonprofit organization, we rely on support from our local and state governments in addition to corporate sponsorships, private donations and fundraisers.

The work we do improves our city by providing creative and cultural opportunities not offered by any other entity. Our goal is to provide top-notch programs and events for all citizens of our community, regardless of race, gender, age or economic status. We have worked hard to expand our music and visual arts programming, build stronger supportive relationships with active duty personnel and their families at Seymour Johnson Air Force Base, and create opportunities for youth so they will have a safe environment for fellowship, inspiration and creativity.

As executive director, I am passionate about the work I, my co-workers and local artists do to make our city a more vibrant destination for those who live here and those who visit. Our goal is to continue to grow and serve even greater and more diverse audiences, and I look forward to working with each of you to make that happen. I appreciate your serious consideration of our request for increased funding for fiscal year 2020-21, and I welcome the opportunity to share with you in person our plans as to how we will make your investment in the Arts Council result in a significant return for the City of Goldsboro.

Thank you for your service to our city.

Sincerely,

Georgia Dees
Executive Director

1. Please give a brief description of the mission and services provided by your agency.

The Arts Council of Wayne County is the lead agency for arts programming in the area. We are a nonprofit 501(c)3 organization that has been serving our community since 1963. Our mission is to enrich our community through the arts. We achieve this by fostering appreciation of the arts; engaging diverse audiences in events and programs; and connecting artists, organizations and audiences.

We provide visual and performing arts instruction for all ages and host events for diverse audiences, including gallery exhibits, musical performances and classes. Through participation in the state's Grassroots Grant Program, we support smaller local arts organizations such as Boys and Girls Club Drumming Up Character Program, Stagestruck Young People's Theater, Carver Heights Dance Team, Goldsboro Ballet, the Paramount Theatre Foundation and others. We provide reasonably priced rental space for individual studio artists as well as space for special events. Through collaboration with the N.C. Arts Council, this year we helped A Drummers World purchase \$10,000 worth of greatly needed new drums thanks to an Arts in Education grant; and we will support the city's first Freedom Fest event to honor our military families thanks to a Technical Assistance grant we applied for and were awarded.

We partner with government agencies, schools, the private sector and other nonprofit groups to promote and encourage creative activities downtown and in other city venues. We support many local artists by providing a central location to sell their work.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

The Arts Council is the only agency of its kind in Goldsboro that meets the artistic needs and desires of local citizens. We do this by providing a convenient venue, qualified instructors, engaging programs and events, and a wide variety of classes and programming for free or minimal costs. We provide cultural exposure that many citizens would not otherwise have access to.

We create an environment of activity that appeals to individuals, families and businesses considering moving to Goldsboro. We have many target audiences: young children, youth, students, families, veterans, active duty military, senior citizens, educators, professional artists, emerging artists, arts organizations, after school groups and other community organizations. All of our spaces are accessible to people with disabilities.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown, please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.**

The Arts Council serves approximately 32,000 people each year through its free arts programs and exhibits, as well as through arts events, activities, classes, summer camps and community partnerships. Approximately 80 percent of our patrons are Goldsboro residents.

b. Geographical area served by the requesting agency.

Our organization serves the entire county; however, 95% of our programming takes place within the city of Goldsboro.

c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Annual Budget: \$282,000

Funding Sources:

- Sales and Rental Income \$55,000
- Art Classes \$40,000
- Annual Fund Drive \$35,000
- County of Wayne \$35,000
- City of Goldsboro \$35,000
- NC Arts Council \$32,396
- Corporate and Foundation Support: \$25,000
- Community Engagement/Fundraising \$25,000



North Carolina

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and todom@goldsboronc.gov

Request Submitted By:

WAGES Nutrition Program for the Elderly
Agency

601 Royall Avenue

Goldsboro NC 27534
Address

Funding Received from City, FY 2018-2019 \$ **20,000**

Funding Received from City, FY 2019-2020 \$ **20,000**

Amount of Funding Requested, FY 2020-2021 \$ **20,000**

By: **Brownie Doss**
Name

919-580-1790
Telephone

Director of Older Adult Services
Title

brownie@wagesnc.org
Email Address

Date Request Submitted: **3-5-2020**

Line Item: _____

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

The WAGES Mission: *WAGES provides opportunities and services to improve the quality of life in the communities we serve.*

WAGES is a local non-profit Community Action Agency which plans, develops and administers human service programs designed to meet the needs of the community.

The WAGES Nutrition Program for the Elderly is made up of two components:

Congregate Nutrition promotes the health and well-being of older adults through a nutritious meal and provides opportunities for health, education, social, recreation services and other community activities. **Meals on Wheels** helps maintain or improve the health of an impaired older person by providing a nutritious meal, a daily check and reporting system, and a social contact to enable the homebound to remain in his/her home as long as possible.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

The community need addressed by the WAGES Nutrition Program for the Elderly is malnutrition, poor health, and premature institutionalization among the elderly of Goldsboro and Wayne County.

According the NC Division of Aging Profile 2015, Wayne County has 26,067 people over the age of 60. By 2035, this age group is expected to be 25% of the overall population in Wayne County. This would be the target population for the Nutrition Program for the Elderly as well as the impaired, homebound people under the age of 60 who are at risk for poor nutrition.

WAGES receives several referrals each week of Goldsboro seniors in need of the service.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

During the 2018-2019 FY, WAGES served 803 unduplicated Wayne County citizens, 348 in the congregate setting and 455 through the Meals on Wheels program. Of this number, 76% of these are City of Goldsboro residents. Mid-year (July- December, 2019) for FY 2019-2020, 686 unduplicated citizens have been served. We anticipate the year-end numbers for this current year that ends June 30, 2020 to be similar to 2018-2019 FY.

- b. Geographical area served by the requesting agency.

All of the WAGES Nutrition Program for the Elderly clients live in Wayne County, and the majority served reside in the city limits of Goldsboro.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Budget Attached

In order to meet the demand for service, in addition to the City of Goldsboro, WAGES relies on funding from:

- *County of Wayne-WAGES received \$65,000 for 2019-2020 and is requesting \$65,000 for 2020-2020.*
- *United Way of Wayne County- WAGES has received notice of grant award for \$47,744.13 for 2020*
- *Home and Community Care Block Grant is made up of state and federal funds. WAGES received \$317,667 for 2019-2020. We have been told to plan for the same amount for the 2020-2021 FY.*
- *WAGES also receives funds from churches, businesses and individuals.*

4. Please submit the following by mail or email:

- a. Completed 2020-21 Budget Application Form.
Attached
- b. A list of the Board of Directors.
Attached
- c. Copy of the tax status determination letter from the IRS.
Attached
- d. Your agency's detail budget.
Attached
- e. One (1) copy of the most recent independent audit of the agency.



WAYNE ACTION GROUP FOR ECONOMIC SOLVENCY, INC.

Patricia Beier, MSA CCAP
Executive Director

601 Royall Avenue
Goldsboro, NC 27534-2570

Fax: (919) 736-4268
Telephone: (919) 734-1178

March 3, 2020

Catherine Gwynn, Finance Manager
City of Goldsboro
PO Drawer A
Goldsboro, NC 27533-9701

Dear Ms. Gwynn,

WAGES Nutrition Program for the Elderly is requesting \$20,000.00 for the 2020-2021 Fiscal Year. Adequate nutrition is critical to health, functioning, and the quality of life for older people. Support from the City of Goldsboro along with support from Wayne County, United Way, churches, businesses, civic groups, and individuals helps us meet this critical need of the elderly population in Goldsboro. We addressed the waiting list with this funding. With these and other local funds we were able to add an additional 82 people to the Goldsboro Meals on Wheels routes during the 2018-2019 FY.

The WAGES Meals on Wheels Program provides meals and much more! Volunteers deliver all meals providing a daily check and reporting system as well as social contacts to the recipients. Often these volunteers are the only people the recipients see all day. The volunteers check on the welfare of the program recipients, and they are asked to report any health or other problems that they notice during their short visit. Many times this check and reporting system results in the nutrition staff making referrals for additional services for the client. The Meals on Wheels service is part of the in-home service delivery system to enable the homebound to remain in their homes avoiding the expense and indignity of long-term care facilities.

The success of the Meals on Wheels program depends on community involvement, financially as well as through volunteerism. The WAGES Meals on Wheels program is working to improve quality of life for the homebound elderly in our city, and we appreciate the support from the City Council as well as the volunteer support from Councilmen and other City of Goldsboro employees and citizens. Our request for the 2020-2021 program year is for \$20,000 to continue to meet the needs of the elderly residents in the City of Goldsboro. We receive calls daily with referrals for Meals on Wheels. \$20,000 will feed 20 homebound seniors for one year. Thank you for your consideration in continuation of funding for Meals on Wheels.

Sincerely,

Brownie Doss,
Older Adults Division Director

Visit us on the web at www.wagesnc.org

An Equal Opportunity Employer • A United Way Agency

A Private Non-Profit Community Action Agency Committed to Enabling Families and Individuals to Achieve and Sustain Self-Sufficiency



WAYNE ACTION GROUP FOR ECONOMIC SOLVENCY, INC.

Patricia Beier, MSA CCAP
Executive Director

601 Royall Avenue
Goldsboro, NC 27534-2570

Fax: (919) 736-4268
Telephone: (919) 734-1178

BUDGET: Nutrition Program for the Elderly

Salaries/Wages	2020-2021
Fringe Benefits	134,664
Local and Long Distance Travel	35,867
Telephone & Postage	1,500
Space Costs	3,500
Supplies/Materials	13,900
Contractual Agreements	3,600
Meals Expense	3,900
Food Transport	357,439
Other Costs	3,000
Administrative Costs	6,500
In Kind recorded for required Match	22,233
	<hr/>
	586,103
Revenue Sources:	
Federal Grant:	318,362
USDA Revenue	81,236
Client Participation	15,000
Local Resources (fundraising/donations)	
In Kind required match	28,761
City of Goldsboro	20,000
FPC Foundation	10,000
United Way of Wayne County	47,744
Wayne County Government	65,000
	<hr/>
	586,103

BALANCE SHEET Note:

Each grant year stands alone. Any grant funds not used during the scheduled grant period revert back to the funding source. This is not a system that results in reserves. However, if the program has raised more local funds in one year than are required to close out the grant period, those funds may be carried over to the new year. In the current fiscal year we anticipate using as much as \$110,452 of our local funds balance.

Current Local Funds balance: \$175,000

The Local Funds balance, which is the only discretionary funds available to the program, varies from year to year. Every year we have to use discretionary funds to close out the fiscal year. As the economy falters, we anticipate less participation by our clients as well as smaller donations from organizations and individuals who have traditionally supported us. Our so-called reserves have never been sufficient to cover anticipated local funds required for more than a couple of grant periods. Any equipment failures or vehicle needs have to be met from these same local funds because the grant does not cover those needs.

Visit us on the web at www.wagesnc.org

An Equal Opportunity Employer • A United Way Agency

A Private Non-Profit Community Action Agency Committed to Enabling Families and Individuals to Achieve and Sustain Self-Sufficiency

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M., March 6, 2020 to:

City of Goldsboro
Finance Department
P O Drawer A
Goldsboro, NC 27533

egwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

WATCH Healthcare Program

Agency

P.O. Box 8001

Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019 \$ 20,000

Funding Received from City, FY 2019-2020 \$ 20,000

Amount of Funding Requested, FY 2020-2021 \$ 50,000

By: Sissy Lee-Elmore
Name

919-731-6672
Telephone

Executive Director
Title

sissy.lee-elmore@unchealth.unc.edu
Email Address

Date Request Submitted: 2/26/2020

Line Item: _____
(Finance Dept.use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

The WATCH Healthcare Program provides a medical home for the uninsured of Wayne County. We provide free primary, preventive and acute healthcare and related lab tests as well as free prescription medicines for chronic disease management. Care is provided for patients who do **not** have Medicaid, Medicare or private insurance coverage. The forty-foot mobile medical unit travels to scheduled locations every month. There is a stationary clinic location at the local Family YMCA and another site on the campus of Wayne UNC Healthcare.

WATCH employs three full-time advanced practice providers (Nurse Practitioners) and 2 part-time providers. We also use volunteers, both clerical and clinical. We refer patients for specialty care. Two Community Health Workers will assist patients with locating resources. A pharmaceutical agent orders free prescription medications from pharmaceutical companies' indigent drug programs for our patients with chronic diseases. WATCH averages receiving +\$200,000 of medications monthly for our patients. (Over the twenty-year period WATCH has ordered \$31 million in free pharmaceuticals.) We also have 3 medical office assistants who work in conjunction with the providers and 4 administrative assistants who fulfill office duties.

Please see attached program outcomes.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

The latest community survey was completed in 2018. Wayne Memorial Hospital, the Wayne County Health Department, and ECU worked collaboratively to implement this community health survey. The outcome of the new survey indicates priority focus areas for future improvements for 2010-2022. The County Health Rankings and Roadmaps published in 2019 identifies the following issues with higher incidences of occurrence in Wayne County:

	Wayne County	North Carolina	Year
Adult Smoking	20%	18%	2016
Obesity (BMI 30+)	35%	30%	2015
Access to Exercise Opportunities	48%	73%	2018
Teen Births per 1,000	39	27	2011-2017

The County Health Rankings posted in 2019 indicates that the ratio of primary care physician to population for the state of NC is 1420:1 which is much better than the ratio of 1940:1 in Wayne County in 2016. It also shows that the percentage of adult uninsured in NC was 12% and the percentage of uninsured adults in Wayne County at 15% (in 2016). This is the population served by the WATCH Healthcare Program. WATCH provides a medical home for the uninsured through provision of primary, preventive and acute healthcare and related labs as well as prescription medicines for patients with chronic diseases if they qualify financially.

We have ordered a new mobile unit that will be delivered this summer. The present unit is 20 years old and is having major mechanical issues.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

A report from our EHR (Electronic Health Record) reveals that 63.3 % (1,226 of 1938 patients) of our active patients who had at least one provider visit in the last year have a Goldsboro address. This report included the following zip codes:

27534 – 402 patients

27533 – 10 patients

27530 – 801 patients

27532 - 13 patients

27531 - 0 patients

Total patients seen this year with Goldsboro zip codes = 1,226

(We are unable to determine if these patients live within the city limits of Goldsboro.)

b. Geographical area served by the requesting agency.

The WATCH Healthcare Program serves the uninsured of Wayne County. The WATCH mobile unit travels throughout the county approximately 16 days per month with two thirds of those locations being inside the Goldsboro City limits. The full-time clinic at the Goldsboro Family YMCA and the Wayne UNC Health Care (Wayne Memorial Hospital) campus clinic are both operated within the city limits of Goldsboro.

c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Annual cash budget for fiscal year July 2020 – June 2021 = \$1,077,328

City of Goldsboro	\$50,000 (pending)
County of Wayne	\$220,000 (pending)
WCPS	\$55,000 (pending)
State of NC	\$150,000 (pending)
State of NC	\$150,000 (approved)
State of NC	\$150,000 (approved)
State of NC	\$41,000 (approved)
Benefit Golf Tournament	\$105,000 (projected)
Korschun	\$5,000(pending)
The Duke Endowment	\$122,000 (approved)
TOTAL	\$1,048,000

4. Please submit the following by **mail or email**:

- a. Completed 2020-21 Budget Application and W9 forms.
- b. A list of the Board of Directors.
- c. Agency's detail budget.
- d. The last three years of your 990 filing with IRS. (Please see attached)
- e. The last three years of your audited financial statements. (Please see attached)
- f. Certificate of Insurance Form (Showing General Liability and/or Worker's Compensation)

WATCH (Wayne Action Teams for Community Health)

Mission: To guide a process for improving the health of Wayne County.

Focus – changing to prevention and holistic health

W.A.T.C.H., Wayne Action Teams for Community Health, works to improve the health outcomes of the residents of Wayne County. WATCH is a non-profit 501©(3) (Wayne Health Foundation DBA WATCH). It is funded by grants and donations, which are tax-deductible.

The WATCH Healthcare Program provides a quality medical home to the uninsured of Wayne County. This program started in August 2000 with a forty-foot mobile medical unit that travels to scheduled locations every month. WATCH opened a second clinic location at the Goldsboro Family YMCA in August 2009 and a third clinic location opened in September 2014 on the campus of Wayne UNC Healthcare. The program provides free primary, acute, and preventive healthcare and related lab tests to the uninsured population of Wayne County. Care is provided for patients who do not have Medicaid, Medicare or private insurance coverage.

The following statistics have been generated from August 2000 to December 2019:

WATCH STATISTICS

	# hrs seeing patients	#volunteer hours	#new pts	Cumulative # registered pts	Patient visits
FY01	1,057.5	647.75	1,127	1,127	2,051
FY02	1,261	1,239	1,550	2,677	4,788
FY03	1,511	1,917.5	1,660	4,337	6,633
FY04	1,501	1,791	1,161	5,498	7,026
FY05	1,540	1,168	1,070	6,568	7,677
FY06	1,500	1,485.25	723	7,291	7,529
FY07	1,559.5	1,629.25	309	7,600	5,745
FY08	1,549.25	1,108.25	495	8,095	5,372
FY09	1,570	1,085.1	604	8,699	6,913
FY10	2,944	771.75	1,259	9,958	11,343
FY11	2,995.5	931.75	903	10,861	11,381
FY12	2,502.25	1,191	301	11,162	9,969
FY13	2,534	1,009.5	345	11,507	9,232
FY14	2,941	903.64	594	12,101	9,648
FY15	3,769	750.51	618	12,719	11,668
FY16	3,562	776.89	463	13,182	10,443
FY17	4582.95	688.65	559	13,741	12,061
FY18	4557.5	255.55	530	14,271	10,723
FY19	4000.75	165.5	439	14,710	8,418
FY20*	1873.5	55.35	187	14,897	4,050
TOTAL	49,311.7	19,571.17	14,897	14,897	162,670

***5 months into 20th year**

WATCH employs three full-time providers and 2 PRN providers. Several local physicians also volunteer. A pharmaceutical agent orders free prescription medication from pharmaceutical companies' indigent drug programs for our patients with chronic diseases. WATCH averages receiving +\$200,000 of medications monthly for our patients. (Over the nineteen+ year period WATCH has ordered \$31 million in free pharmaceuticals.) Three medical office assistants work in conjunction with the family nurse practitioners and 3 administrative assistant/NAIs fulfill office duties.

WATCH began a teen pregnancy prevention program in 2000. A health educator is stationed at Goldsboro High School to provide education through health classes to students. The health educator is also available for one-on-one sessions with students as needed. The number of teen pregnancies occurring among students attending GHS has reduced drastically.



BE MORE DO MORE SEYMOUR

North Carolina

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Jennifer Kykendall (Executive Director)
Agency

Wayne County Historical Assoc & Museum

116 N. William St. Goldsboro, NC 27530
Address

Funding Received from City, FY 2018-2019

\$ 15,000

Funding Received from City, FY 2019-2020

\$ 15,000

Amount of Funding Requested, FY 2020-2021

\$ 17,000

By: Jennifer L. Kykendall
Name

Executive Director
Title

919.734.5023
Telephone

director@waynemuseum.org
Email Address

Date Request Submitted: 3/5/2020

Line Item: _____
(Finance Dept. use only)



March 5th 2020
City of Goldsboro Finance Office
PO Drawer A
Goldsboro, NC 27533

Attn: Catherine Wynn
Finance Director

Re: 2020-21 funding request for Wayne County Historical Association & Museum

Our current financial status is complicated and we find ourselves in a difficult situation and ill-prepared to be able to supply all of the documentation that has been requested of us to apply for our 2020-21 City funding.

Over the past year our Treasurer, who has been a respected officer for many years, has had a decline in her health and capabilities. She has always worked very independently and the prior Board never questioned her decisions or her skills as they were happy for her to take on the task of finances. Until fairly recently the Museum Board had suffered from a case of "this is how we have always done it". The 990 has been sent in our funding applications for the last 5 years rather than an audit. The Board had not kept up to date in the policies, procedures and transparency that modern Museums now require for their funding and grant proposals. The new Board (now made up of more active professionals) was very concerned (as I'm sure you were) when we were told upon questioning that we have never had an independent audit.

Once we discovered the issues we faced, we quickly found an interim qualified Treasurer (who is an accountant by trade) and she has stepped in to help us get our accounting, documentation and our finances in order to rectify the situation we currently are in. She knows the right questions to ask and the problems that we need to address. We have not been able however, to find a CPA that will take on the three years' worth of audits requested of us that during this busy time of tax season. I assure you that after April 15th we will make completing those required audits our absolute priority so that we will be in compliance with your requests asap. The Museum is constantly striving to be a more professional, inclusive and truly relevant resource for the City and the entire community that we serve.

Thank you sincerely for your understanding, your patience and your consideration of our need for funding for the coming year.

Jennifer Kuykendall
Executive Director
Wayne County Museum

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

Please see attached

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Please see attached

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

attached

- b. Geographical area served by the requesting agency.

Attached

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Please see attached

1) The mission of the WCHA and Museum is to collect, preserve, maintain and display historical artifacts and documents pertaining to the history of Goldsboro and Wayne County. The Museum seeks to increase public awareness of the rich local history of our area by documentation, diverse rotating special exhibitions, speakers, special events, classes and free tours of the Museum and downtown Goldsboro. We provide educational materials and resources to the public and our local teachers. We seek to be a community center and are actively involved in engaging the public with outreach promotions and social media. Our attendance has doubled in the last year alone as our exhibits have celebrated the diverse segments and wide interests in our population.

*2) Researchers Gene Nichol and Heather Hunt of the North Carolina Poverty Research Fund at UNC Chapel Hill released data in 2017 in a series of reports documenting economic distress in a variety of North Carolina communities entitled **"Goldsboro: Isolation and Marginalization in Eastern North Carolina,"**: "In 2015, Goldsboro was listed as the fifth poorest city in America. Recent studies on mobility found that the greater Goldsboro area had more intense income mobility challenges than 95% of all the counties in the United States. Concentrations of poor and minority households, especially in a number of city center census tracts, reveal an array of intensely distressed neighborhoods. 40% of children in Goldsboro are growing up in poverty"

To address this need, the Museum provides entertainment, enrichment and educational activities. We offer free programming and events year round that are free of charge to all parents and students in our city. We provide free learning materials to parents and home-schoolers alike.

*2) According to the **2018 Census Bureau Report**, the City of Goldsboro has a high disability rate per capita at 13% of persons under 65 years old being classified as disabled.

To address this issue, the Museum offers free tours and programming geared toward the physically handicapped, the elderly and developmentally challenged citizens of our city. We frequently host groups from Renu Life, Skill Creations, local nursing homes and the Senior Center and provide need base tours and activities to enrich the lives of this underserved segment of our population. We recently adjusted our free walking tour's route to make it fully wheelchair compatible. We hope to implement programming that will be geared towards engaging and educating Autistic and Spectrum-Disordered children in ways that will provide a variety of educational but non-triggering stimuli. We strive to be as inclusive as possible to better serve our city's residents.

*2) The Education Law Center released its latest 50-state assessment of public school funding last year (**"Making the Grade 2019"**) and North Carolina fared significantly worse than most states. According to the report, North Carolina ranks 46th in per pupil funding (more than \$4,400 below the national average) and next to last in the nation when it comes to its funding effort.

As a result, our schools are under-funded and our teacher's classroom resources are limited, adding to the problem of underperforming city schools. Goldsboro High School for example is rated at a 15% proficiency which is 67% lower than the state average.

To counteract the problem of limited school funding the Museum is working to create free tools that teachers can use to supplement their classroom resources and to engage student's imaginations in new ways to inspire learning. We partnered this year with the WCPS to facilitate a project made possible by a grant we received from the NC Humanities Council called "Travelling Trunks" that provides 8 foot lockers on 8 different local history topics with a variety of books, educational resources and hands-on artifacts and materials. Teachers order their topic of choice to be delivered to their school to bring the Museum experience into the classroom without the expense of a field trip. We also have programming at the Museum that aligns with the WCPS core curriculum. For instance, we offer special Black History, Native American History, Women's History and Jewish History tours and events free of charge to help teachers reinforce their scheduled classroom studies throughout the year. We partner with the Wayne County Public Library on joint community projects as well as with the Arts Council and Center Stage Theatre.

*2) The city of Goldsboro is significantly racially divided and at times these divisions can cause cultural barriers and tensions within our community. Goldsboro City Government has made the need of unifying the community and celebrating diversity part of their new focus on community relations.

The Museum is also actively promoting diversity, cultural understanding and unity by presenting exhibits that celebrate the many racial and cultural groups that make up our city and county. As the city is 51% Black we have particularly focused on this demographic that has been under-represented at the Museum in the past. We now have an annual Black History exhibit and feature equal representation in our permanent collections on display. We partner with the local NAACP every year now to host their Black History Quiz Bowl event celebrating national and local African Americans of greatness. We have created with the Jack and Jill Club of Eastern NC a unique joint effort "Blacks in Wax Museum" where students recreate and enact great figures in Black History and honor local living Black History legends that we plan to have as an annual event. Both of these events drew huge crowds this year and our attendance and support from the Black community has been tremendous. We also plan exhibits and events celebrating our growing Hispanic community and the history of Native Americans in Wayne County, etc. We are a true community center that provides programming and information to help our diverse population see their similarities and differences (like our children's Hanukah/Kwanzaa craft day where kids made candle holders and handmade candles for both holidays and we discussed the history and cultural significance of both holidays) and to have better appreciation and understanding of each other in the process.

With City funding we will be able to continue to create exhibits and new programs to serve the pressing needs of our local community.

3a) We provide free programming to all Wayne County residents (124,172) and City of Goldsboro residents (35,197) as well as out of town visitors. In terms of actual recorded attendance, last year, 80% of our 3,000 visitors were Goldsboro residents. Our funding will be used for exhibits, collection conservation and class and activity materials for families, teachers and homeschoolers. The Museum has had both great momentum and community engagement in the past year and we would love to be able to expand our cultural offerings and our quality exhibits. We hope our positive changes will continue to drive higher attendance.

3b) We serve Eastern North Carolina. The Museum serves the population of Wayne County and the surrounding areas. We also serve the entire city of Goldsboro and its suburbs.

3c) Our total annual budget: income of \$104,472 and expenses of: \$115,334.

*We faced two very major and expensive repairs of our elevator and HVAC system this year.

Our income funding breakdown is:

- Special events: \$25,000
- Receipts from sales and rents received: \$20,400
- Funding from outside sources: \$59,000
- City of Goldsboro: \$15,000 (past) / \$17,000 (requested)
- Wayne County request: \$20,000
- Donations estimated: \$25,000
- Grants (miscellaneous): \$10,000



CITY OF GOLDSBORO

FISCAL YEAR 2019-2020 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533

cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:
Communities Supporting Schools of Wayne County

Agency

PO BOX 11557

Goldsboro, NC 27532

Address

Funding Received from City, FY 2018-2019 \$ 15,000

Funding Received from City, FY 2019-2020 \$ 15,000

Amount of Funding Requested, FY 2020-2021 \$ 20,000

By: Selena Bennett
Name

919-735-1432
Telephone

Executive Director/CSS of Wayne
Title

sbennett@waynecss.org
Email Address

Date Request Submitted: 2/19/2020

Line Item: _____
(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

Our mission is to continue to improve the graduation rate at Goldsboro High School and to prepare students with "job readiness" skills. We believe that adding a Success Coach position at Carver Heights Elementary will enable us to reach students at a younger age and help to increase the graduation rate as well. We began at Carver Heights Elementary in January 2019 after it was determined that the Innovative School District would not be allowed to take over this school. We had such an overwhelming response to our program there that we added another reading specialist in September 2020. We are working with students in grades 3-5 who are not reading on grade level. CSS of Wayne has created a reading program designed to work with these students at an early age. We currently have over eighty-five mentors working with over one hundred students at that school. If we can reach students in the earlier grades, then we hope this will help students to be stronger students before they reach the high school level.

Our Success Coach at GHS "case manages" students who are referred or who "self-refer" because of their need for additional assistance. The Success Coach works closely with the school staff and leadership team to assist some of the most "at risk" students. Mentors are brought in from the local community who also work with these students in small group settings, which is coordinated through the efforts of the Success Coach. Through this program, students are connected to Wayne Community College where they can visit individual departments, talk with instructors, and see more of the opportunities there. We have found great success through the implementation of this program over the years. Anne Millington was hired this year to take the position after Barbara Wilkins had served for twelve years. Mrs. Millington worked at Wayne Community College for years helping students transition from high school to college. Her skills are being used to help students as she takes them on college departmental trips and helps to "connect the dots" for them. She works very closely with the counselors at Goldsboro High School.

We believe that starting early with reading intervention and following up at the high school level will increase the ability of our students staying in school and graduating with marketable skills.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Our agency addresses the importance of education and the graduation rate. The poverty level of students at Goldsboro High School and Carver Heights Elementary and the lack of parental involvement are tremendous factors. Every student enrolled at GHS and Carver Heights Elementary receives free lunch because of the level of poverty at the school, and many of these students live in public housing. This clearly indicates the need for additional resources in each of these schools. Carver Heights Elementary came very close to being taken over by the state in fall of 2019. Test scores "exceeded growth" after major changes were made in the leadership at the school in December 2019. The enrollment at Carver Heights Elementary is 417 students as of 2/13/20. There are 12 Caucasian, 22 Hispanic/Latino, 9 multi-race, 2 Asian and 372 African American. At Goldsboro High School, the graduation rate rose to 73.8% in 2018 over 67.2% in 2018. When Communities Supporting Schools began at GHS in 2008, the graduation rate was 47.7%. (I have included the 4 year cohort graduation

rate.) The enrollment at Goldsboro High School as of 2/13/19 is 487, with 431 African American's, 1 Hawaiian/Pacific Islander, 17 Caucasian, 28 Hispanic, 1 Asian, and 9 multi-race.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

All students from Goldsboro High School and Carver Heights Elementary have the opportunity to be served by our programs. These students all live within the City of Goldsboro. The Success Coach at Goldsboro High School typically case manages between 80 and 100 students. At Carver Heights, the Success Coaches have trained over eighty-five reading volunteers to work with our students at Carver Heights Elementary. As the program continues to grow, we continue to train more volunteers and work with over 100 students individually with reading mentors and lunch buddies.

- b. Geographical area served by the requesting agency.

Goldsboro High School and Carver Heights attendance area- all City of Goldsboro residents.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

It will cost \$170,000 to implement the Success Coach program with the addition of the Carver Heights positions. The GHS position is for up to 30 hours a week at \$25 an hour, approximately \$24,000 total for the year. The Carver Heights Elementary position is currently 25-30 hours a week for two staff members @ \$25 an hour. I anticipate that the total cost next year will be approximately \$48,000 for these positions. We use funding from the City of Goldsboro to pay for salary for these positions and for student support in the city. The County of Wayne provides funding for Success Coach salaries as well. We are currently working on our annual fundraiser to supplement our programs. I have included a proposed budget for next year.

4. Please submit the following by mail or email:

- a. Completed 2020-2021 Budget Application Form.
- b. A list of the Board of Directors.
- c. Agency's detail budget.
- d. The last three years of your 990 filing with IRS. (Please see attached)
- e. The last three years of your audited financial statements. (Please see attached)
- f. Certificate of Insurance Form (Showing General Liability and/or Worker's Compensation)



February 13, 2020

City of Goldsboro
P.O. Drawer A
Goldsboro, NC 27533

Funding Committee,

The mission of Communities Supporting Schools of Wayne County is to provide opportunities for students to stay in school, graduate, and be successful in life. As we look at the needs of the students at Goldsboro High School and Carver Heights Elementary, we believe the support that CSS can provide is crucial for the success of these students. Our agency is requesting funding to be used towards the Success Coach Program at Goldsboro High School and Carver Heights Elementary for the upcoming school year. City funding for this program goes towards salary for these positions and for student assistance as needed. At Goldsboro High School, students are taken on field trips to Wayne Community College or other points of interest in an effort to provide more "real world experiences" related to careers and job readiness. Assistance has also been provided for students who are taking college classes at Wayne Community who need textbooks. Emergency transportation through the purchase of Gateway tickets has also been provided as needed for emergency situations.

We began working at Carver Heights Elementary in January 2019 when the decision was made to leave this school under local control instead of being taken over by the Innovative School District. We have hired one reading specialist in January 2019 and a second reading specialist in September 2020. Both of these reading specialists are working and coordinating this program. We have set up a "CSS reading classroom," where over eighty-five mentors come in to meet their students and to pick out books/materials for them to read. We have completely furnished this classroom to make it appealing for these students and to provide books at varying reading levels. In addition to this classroom, we have the "We Care Café" where lunch buddies come into the school to have lunch with students on a weekly basis. We are currently serving over one hundred students between these two programs.

Over the past few years, the graduation rate has increased at Goldsboro High School. We believe that the additional support provided by a dedicated staff person at Goldsboro High School. We believe that the assistance from our Success Coach has been a factor in the increased graduation rate at Goldsboro High School since this position was placed at the school eight years ago. We believe that the addition of staff members at Carver Heights will lead to further increases in the graduation rate as well.

Communities Supporting Schools of Wayne County would like to request \$20,000 for the continuation of this program for the 2020-2021 school year.

Sincerely,

Selena J. Bennett
Executive Director

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M., March 6, 2020 to:

City of Goldsboro
Finance Department
PO Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Old Waynesborough Commission (Old Waynesborough Park)

Agency

PO Box 839, Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019 \$ 25,000

Funding Received from City, FY 2019-2020 \$ 20,000

Amount of Funding Requested, FY 2020-2021 \$ 25,000

By: Brantley Partin
Name

919-731-1653
Telephone

Executive Director
Title

Date Request Submitted: March 5, 2020

Line Item: _____
(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

The mission of the Old Waynesborough Commission is to preserve the history of Wayne County by promoting an appreciation of the culture of its citizens through the operation of a historical village which preserves the lifestyle experienced in rural Wayne County during the late 19th and early 20th centuries and by hosting and conducting special events for all citizens of Wayne County and eastern North Carolina. Waynesborough also maintains a network of natural hiking trails which create a “living classroom” from which the natural flora and fauna of eastern North Carolina can be observed on a daily basis.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Old Waynesborough provides a unique opportunity for all citizens to learn about and experience the History of Wayne County and to experience the visual beauty and nature of the area. School groups, Church groups, civic organizations, scout groups, etc. as well as the general public are welcome. Waynesborough does not charge any fees for these opportunities.

Old Waynesborough also has facilities available, for very reasonable fees, for rental for functions such as weddings, receptions, parties, and reunions, etc.

Old Waynesborough’s Historic Village is comprised of several 19th and early 20th century buildings, all of which have historical significance to Wayne County. The OWC attempts to maintain these buildings as close as possible to their original configuration and condition. Over time, however, natural deterioration and damage occurs to these structures, and repairs and maintenance to maintain the historic nature of the buildings is costly. Virtually all of our village’s buildings are currently in need of significant repairs to prevent further, possibly catastrophic, deterioration. These needs are reflected in the increase in Old Waynesborough’s funding request from the City of Goldsboro.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

In October, 2018, the Old Waynesborough Commission acquired two vehicle traffic counters to make possible a more accurate count of visitors to the Old Waynesborough facility. Using the U.S. Department of Energy’s statistic of an average of 1.67 persons per vehicle, the traffic count indicates that approximately 2,246 people visited Waynesborough in November, 2018, approximately 1,752 in December, 2018, and approximately 1,939 in January, 2019. This is in comparison to the November and December, 2017 and January, 2018 estimated visitation of 755 persons, 554 persons, and 392 persons respectively. With this new ability to more accurately count our visitors, it is reasonable to anticipate an annual visitation of more than 50,000 people. It is however, impossible to ascertain the percentage of this number of people who are City of Goldsboro residents.

- b. Geographical area served by the requesting agency.

Primarily Wayne County and Eastern North Carolina, although we do have documentation of visitors from numerous states and foreign countries.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

“Attached”

- 4. Please submit the following by *mail or email:*

- a. Completed 2019-20 Budget Application Form.
- b. A list of the Board of Directors..
- c. Copy of tax status determination letter from the IRS.
- d. Your agency’s detail budget.
- e. One (1) copy of the most recent independent audit of the agency.

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

The mission of the Old Waynesborough Commission is to preserve the history of Wayne County by promoting an appreciation of the culture of its citizens through the operation of a historical village which preserves the lifestyle experienced in rural Wayne County during the late 19th and early 20th centuries and by hosting and conducting special events for all citizens of Wayne County and eastern North Carolina.

Waynesborough also maintains over four miles of natural hiking trails along the Neuse & Little Rivers showcasing the flora and fauna of Wayne County while providing a natural space for exercise within city limits.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Old Waynesborough provides a unique opportunity for all citizens to learn about and experience the history of Wayne County and to take in the natural beauty of the area. School groups, church groups, civic organizations, scouts, etc. as well as the general public are welcome. Waynesborough does not charge any fees for these opportunities. Our 150 acres is fully contained within city limits, providing unparalleled, free access to nature, history, and outdoor exercise to the citizens of Goldsboro.

Old Waynesborough also has facilities available, at very reasonable prices, for rental for functions such as weddings, receptions, parties, reunions, etc.

Our historic village comprise several 19th and early 20th century buildings, all of which have historical significance to Goldsboro and the county. All buildings are open to the public. The OWC attempts to maintain these buildings as close as possible to their original configuration and condition. Included is the oldest surviving Quaker meeting house in the county (Bethany Meeting House, 1878) and the law office (1868) of William Turner Faircloth, prominent 19th century Goldsboro attorney and Chief Justice of the NC Supreme Court.

For FY 2020-21 we are asking for \$25,000 from the city, an increase of \$5,000 from last year. The funds in total are used to help fund everything at the park, including trail maintenance, landscaping, repairs, payroll and utilities.

The additional \$5,000 will help us pay for three key needs that will benefit the people of Goldsboro:

1. Needed repairs and maintenance for our tractor. It is one of the most important pieces of equipment we own and is critical to maintaining our four miles of trails across 150 acres of land.

2. Extending one of our hiking trails into a 20-acre section of the park that has up to now not been utilized.

3. Replacing our split rail fencing. It has been at the park for about twenty years and has been repaired countless times. It simply cannot be repaired any more. The fence provides two benefits: it accents the natural look and feel of our outdoor spaces and keeps vehicles out of areas reserved solely for pedestrians.

3. **Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:**

a. **Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.**

In 2019 our traffic counters registered over 18,000 vehicles entering the park for a total visitation of over 33,000. Visitors from in town represent over 60% of our total.

b. **Geographical area served by the requesting agency.**

Primarily Goldsboro, Wayne County and surrounding counties. We also receive a good amount of traffic from people travelling through town on Highway 117.

In 2019 we received visitors from thirty states and five countries.

c. **Total annual budget and other funding sources and amounts of funding provided (or requested).**

see attached documents



DON C. WILLIS
DIRECTOR

P.O. BOX 227, GOLDSBORO, NC 27533-0227

FREEMAN HARDISON, JR
CHAIRMAN

March 4, 2020

Ms. Catherine Gwynn
City of Goldsboro
Finance Director
P. O. Drawer A
Goldsboro, NC 27533

Dear Ms. Gwynn:

Please find attached the proposed fiscal year 2020-2021 budget application for the Goldsboro-Wayne Transportation Authority. We are requesting \$303,129 from the City of Goldsboro for local match funds. These funds will be for operating assistance. In a second application we are also requesting \$75,000 in estimated capital matching funding for next fiscal year to replace an urban transit bus which has surpassed useful life.

If you have any questions, please feel free to contact me at 919-736-1374.

Sincerely,

Don C. Willis
Executive Director



North Carolina

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request
#1 of 2

Request Submitted By:

Goldsboro-Wayne Transportation Authority

Agency

P. O. Box 227

Operations Request - Capital is submitted
in a second application

Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019

\$ 258,129

Funding Received from City, FY 2019-2020

\$ 303,129

Amount of Funding Requested, FY 2020-2021

303,129

By: Don C. Willis

Name

Executive Director

Title

919-736-1374

Telephone

don.willis@waynegov.com

Email Address

Date Request Submitted: 3/4/20

Line Item:

(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

GWTA strives to be the premier provider of transportation to the residents of Goldsboro and Wayne County.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

GWTA helps to address the transportation needs of the citizens of the City of Goldsboro. GWTA provides fixed routes within the city limits. The fixed routes allow citizens to get to their destinations which include employment, grocery stores, medical appointments, and schools. Additionally, the fixed routes address the needs of the elderly and disabled.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

The fixed route portion of the service had 204,076 riders for the FY18-19 fiscal year. The ADA and Dial-A-Ride portion of the service had 21,149 riders. It is difficult to estimate how many individuals this represents.

- b. Geographical area served by the requesting agency.
Goldsboro and Wayne County.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Total urban annual budget \$1,295,330, Primary funding sources are Federal Transit Administration \$651,363 (operating); North Carolina Dept. of Transportation \$195,000 (SMAP operating) ; and passenger fares, agency contracts, and concessions \$144,986.



North Carolina

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533

cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request
2 of 2

Request Submitted By:

Goldsboro-Wayne Transportation Authority

Agency

P. O. Box 227 CAPITAL MATCH

Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019

\$ 0

Funding Received from City, FY 2019-2020

\$ 0

Amount of Funding Requested, FY 2020-2021

75,000

By: Don C. Willis

Name

Executive Director

Title

919-736-1374

Telephone

don.willis@waynegov.com

Email Address

Date Request Submitted: 3/4/20

Line Item: _____

(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

GWTA strives to be the premier provider of transportation to the residents of Goldsboro and Wayne County.

Replacement of vehicles that have surpassed useful life helps GWTA maintain a safe state of good repair for our fleet.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

GWTA helps to address the transportation needs of the citizens of the City of Goldsboro. GWTA provides fixed routes within the city limits. The fixed routes allow citizens to get to their destinations which include employment, grocery stores, medical appointments, and schools. Additionally, the fixed routes address the needs of the elderly and disabled.

This is the first of several vehicles to be replaced in the next three years.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

The fixed route portion of the service had 204,076 riders for the FY18-19 fiscal year. The ADA and Dial-A-Ride portion of the service had 21,149 riders. It is difficult to estimate how many individuals this represents.

- b. Geographical area served by the requesting agency.
Goldsboro and Wayne County.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Total urban annual budget \$1,295,330, Primary funding sources are Federal Transit Administration \$651,363 (operating); North Carolina Dept. of Transportation \$195,000 (SMAP operating) ; and passenger fares, agency contracts, and concessions \$144,986.



CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533

cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Rev. Marvin R. Alexander

Agency

Mephibosheth Project Inc. (MPI)

PO Box 11418, Goldsboro, NC 27532

Address

Funding Received from City, FY 2018-2019

\$ _____

Funding Received from City, FY 2019-2020

\$ 5,000 _____

Amount of Funding Requested, FY 2020-2021

\$ 12,000 _____

By: Rev. Marvin R. Alexander

919-288-1363

Name

Telephone

Executive Director

pastora@mephibproject.com

Title

Email Address

Date Request Submitted: March 5, 2020

Line Item: _____
(Finance Dept. use only)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

Mephibosheth Project Inc. is a non-profit 501©(3) Community Mentoring Program whose mission is to;

- assist individuals that may have encountered some unfortunate seasons of life – as the result of some less than positive choices – either by their own doing or the influence of their environment.

- assist those that have been previously incarcerated or are currently on probation/parole in the local community – with a structured support system that will remain committed to their success.

Our mission is accomplished with the assistance of our community partners through Mentoring, Continued Education, Job Readiness Training, Employer Interaction, Moral Reconciliation Therapy, CBI curriculum and the Jobs for Life (JfL) evidenced based curriculum.

2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)

Our services have been proven to provide a much needed service to those within our community that are faced with the challenges of obtaining employment and educational opportunities within Goldsboro as the result of their criminal conviction and arrest records. Our services provide direct support to the Goldsboro Police Dept., Wayne County Sheriff, and NC DPS District 8 Department of Adult/Juvenile Probation and Parole. The number of those with criminal records, as defined by the FBI is 73.5 million. According to the most recent reporting by justice.gov, approximately 650,000 persons are released from incarceration each year.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

MPI is projected to provide services to more than 125 individuals during the 2020/2021 budget cycle. The projected number will include, approximately, 90% City of Goldsboro residents, and 10% Wayne County residents.

- b. Geographical area served by the requesting agency.

MPI services are available through the entire geographical area of Wayne County, with our primary area of focus being the City of Goldsboro.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

See Attached

CITY OF GOLDSBORO

**FISCAL YEAR 2020-21 BUDGET APPLICATION
(Agency Requests)**

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533

cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

(WISH) Wayne Initiative for School Health

Agency

P O Box 8001

Goldsboro, NC 27533

Address

Funding Received from City, FY 2018-2019

\$ 10,000

Funding Received from City, FY 2019-2020

\$ 10,000

Amount of Funding Requested, FY 2020-2021

\$ 12,000

By:

Holly Daly, RN, BSN, NCSN

Name

919.580.3711

Telephone

Director of WISH

Title

holly.daly@unchealth.unc.edu

Email Address

Date Request Submitted: _____

Line Item: _____
(Finance Dept. use only)

4. Please submit the following by **mail or email**:

- a. Completed 2020-21 Budget Application and W9 forms.
- b. A list of the Board of Directors.
- c. Agency's detail budget.
- d. The last three years of your 990 filing with IRS. (Please see attached)
- e. The last three years of your audited financial statements. (Please see attached)
- f. Certificate of Insurance Form (Showing General Liability and/or Worker's Compensation)

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.

In 1997 Wayne Initiative for School Health (WISH) was created in response to an identified need for adolescent health care services. Today WISH, a 501c3 nonprofit organization, provides comprehensive health care services; including medical, nutritional, behavioral, and preventative health services to middle and high school students. Governed by a board of directors and led by both a medical director and WISH director, WISH operates six WISH Health Centers, three of those centers being strategically located in the inner Goldsboro City area. All six WISH Health Centers are credentialed by the North Carolina Department of Health and Human Services, exemplifying the quality care provided in WISH.

2. What community need (s) of the citizens of the City of Goldsboro is the agency addressing in the request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need (s) which the program addresses.)

The health of adolescents and the adults they will become is critically linked to the conditions in their environment. This has most recently been referred to as the social determinants of health. According to the Office of Disease Prevention and Health Promotion (ODPHP), the conditions in these various environments and settings have been referred to as "place." The impact of "place" on health is fundamental to the social determinants of health.

WISH served over 1,100 adolescents in the three centers located in the inner Goldsboro City area at Dillard Middle School, Wayne Middle/High Academy, and Goldsboro High School. The City of Goldsboro is the "place" these adolescents call home, where they spend the greater parts of their days. Based on most recent collected data in 2017, 25.9% of the residents of the City of Goldsboro live below poverty. Of the 25.9% of residents living below the poverty level, 41.7 % are children.

This limits the resources available to the adolescents of Goldsboro that can enhance quality of life. Limited access to resources such as affordable housing, education, public safety, local emergency/health services, and environments free of life-threatening toxins can affect teen quality of life and significantly impact population health outcomes. In a survey conducted by WISH, parents and students reported transportation issues, cost of medical care and health coverage, and extensive wait times as major obstacles to accessing care.

Low-income students are at a higher risk for poor health outcomes. WISH centers help to close that health equity gap. The three WISH health centers strategically placed in the inner Goldsboro City area provided comprehensive health services to over 1,100 students to include: over 2,500 medical visits, 1,470 preventative visits, over 1,200 mental health visits, 208 immunizations, and 671 nutrition visits.

The WISH mission is to meet adolescents and families where they are and to implement measures that promote and support optimal adolescent health. Adolescents spend the greater

part of their day in school. WISH helps reduce absenteeism from school for students and work for the parents. It also provides immediate access to care. This provides concrete support for parents and families. Being in the school, the WISH staff has frequent contact with the students and families, forming close relationships with them. WISH is there to meet the physical, emotional, social, and mental needs of adolescents helping to build resilience through positive encounters with adults.

WISH promotes health and educational equity by increasing school attendance, helping eligible students enroll in health insurance, connecting student family members with health coverage, providing reimbursable health services in schools, offering services that support at-risk students, promoting health school practices through nutrition, physical activity, and health education, improving wellness policies and health programs, building local partnerships to support expanded health services, reducing emergency room visits, creating a positive school climate that fosters learning, forming close relationships with students and families and meeting physical, emotional, social, and mental needs of adolescents.

3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:

- a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.

WISH provides services to over 1,100 adolescents in the three school-based health centers in the City of Goldsboro with over 75% of those adolescent utilizing WISH at least once. There was 6,870 documented visits across the three centers, averaging to over 12 visits per day in each center. WISH is requesting \$12,000 which would average out to less than \$2 per student visit, quite the bargain for quality health care services.

- b. Geographical area served by the requesting agency.

WISH is requesting funding for the three WISH Health Centers located in the inner Goldsboro City area; to include Dillard Middle School, Wayne Middle/High Academy, and Goldsboro High School.

- c. Total annual budget and other funding sources and amounts of funding provided (or requested).

Wish funding sources include the following for the current fiscal year:
North Carolina Department of Health and Human Services – \$266,640
County of Wayne - \$175,000
Town of Mt. Olive - \$1,000
Reimbursement for services - \$105,000
City of Goldsboro - \$10,000
HUD - \$10,000
Office of Rural Health - \$100,000

CITY OF GOLDSBORO

**FISCAL YEAR 2020-21 BUDGET APPLICATION
(Agency Requests)**

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
cgwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

Three In One Family Center
Agency

282 E Seymour Dr.

Goldsboro NC 27530
Address

Funding Received from City, FY 2018-2019

\$ 0

Funding Received from City, FY 2019-2020

\$ 0

Amount of Funding Requested, FY 2020-2021

\$ 40,000

By: Gregory T. Quick
Name

252-266-6655
Telephone

President
Title

threeinonefamilycenter@
Email Address yahoo.com

Date Request Submitted: 3-20-20

Line Item: _____
(Finance Dept. use only)



BE MORE DO MORE SEYMOUR

North Carolina

CITY OF GOLDSBORO

FISCAL YEAR 2020-21 BUDGET APPLICATION (Agency Requests)

Please mail or email this completed request form by
5:00 P.M. on March 6, 2020 to:

City of Goldsboro
Finance Department
P.O. Drawer A
Goldsboro, NC 27533
egwynn@goldsboronc.gov and athompson@goldsboronc.gov

Request Submitted By:

A Drummer's World Performing Arts School
Agency

PO Box 774 Goldsboro, NC 27533-0774

Address

Funding Received from City, FY 2018-2019 \$ 0

Funding Received from City, FY 2019-2020 \$ 2500.00

Amount of Funding Requested, FY 2020-2021 \$ 2500.00

By: Alando Mitchell
Name

(919) 735-2358
Telephone

Director
Title

drummersworldadup@gmail.com
Email Address

Date Request Submitted: _____

Line Item: _____
(Finance Dept. use only)

City of Goldsboro Agency Request 2020-2021
Narrative
A Drummer's World

Question 1:

Drummer's World Drumline & Performance Arts School is a nationally renowned program catering to youth ages 5-21. The program features three drumlines (based on ages), dancers, color guard and a horn section. A Drummer's World has performed in numerous parades and half-time shows all over the country. They have recently been invited to perform at a Carolina Panthers NFL game and Albany State University. A Drummer's World serves approximately 130 youth in Wayne County. Drummer's World is a registered 501-3c non-profit with its own Board of Directors.

The mission is "to create and provide a fun learning educational environment and life enrichment opportunity for youth who desire to be a part of something positive in their community as they improve the quality of their lives."

A Drummer's World Drum Line students range in age from 6 to 18 years old, and the program typically serves between 50 and 100 students every year, with instruction four days a week. The program reaches a predominantly African American and largely low-income student base from in and around Goldsboro. The lead instructor Alando Mitchell has directed Drummers World since 2015, teaching drumming by ear, sticking techniques, whistle and voice commands, and reading music. The African American drumline tradition reaches back to the black regimental bands serving during the Civil War. With roots in both military training and the popularity of brass band music in the early 20th century, the drumline tradition focuses on both creative expression and personal values of integrity, discipline, and respect. Marching bands flourished in black communities across the country, and took hold especially in historically black colleges and universities. A distinctly African American marching band tradition has developed in HBCUs, stylistically unique from other university bands. Here in North Carolina, North Carolina A&T and NC State are recognized for their drumline groups. Drumline, majorettes, and marching band are percussive and musical traditions which a long history in southern African American community and educational organizations and an important part of this region's musical heritage. A Drummer's World Drum Line performs at the local, state, regional, and national level, to a diverse audience and in many different settings, including parades, stage performances, in schools, and community events.

Question 2:

A Drummer's World provides youth with a fun, engaging, and educational program after school. Programs such as this help keep at-risk youth off the street and in an environment that is positive. The program brings youth together, empowers them to explore their creativity and their sense of self and to belong to something great. Goldsboro is a high-poverty area with poor performing schools, so it is now more important than ever to try to find programs like this to offer to youth.

Question 3:

- a. A Drummer's World serves 60 youth, with 92% of the students coming from the Goldsboro city limits.
- b. The Goldsboro Club is conveniently located to what would be considered the inner city or central service area schools and within a one-half mile radius of three HUD funded housing areas. Approximately 40% of Club members come from these housing areas. Approximately 85% of our members come from North Drive, Carver Heights, Dillard Middle, Wayne Middle Academy, Goldsboro Middle and Goldsboro High schools. The Club is located in U.S. Census Tract 19 which is rated the fourth worst-performing tract in a recent analysis by Equal Housing Opportunity with regards to poverty levels, median income levels, unemployment rates and educational levels.
- c. Attached.

Please answer all of the following questions (attach additional sheets if necessary):

1. Please give a brief description of the mission and services provided by your agency.
2. What community need(s) of the citizens of the City of Goldsboro is the agency addressing in this request? Also, include a description of your targeted population. (Please include a brief needs assessment or collected data which describes need(s) which the program addresses.)
3. Please include a breakdown of how the funds requested will be used to help the agency accomplish its mission within the City of Goldsboro. In this breakdown please include:
 - a. Number of persons to be served by the program and the percentage of persons who are City of Goldsboro residents.
 - b. Geographical area served by the requesting agency.
 - c. Total annual budget and other funding sources and amounts of funding provided (or requested).

4. Please submit the following by *mail or email*:
- a. Completed 2020-21 Budget Application and W9 forms.
 - b. A list of the Board of Directors.
 - c. Agency's detail budget.
 - d. The last three years of your 990 filing with IRS. (Please see attached)
 - e. The last three years of your audited financial statements. (Please see attached)
 - f. Certificate of Insurance Form (Showing General Liability and/or Worker's Compensation)

A DRUMMER'S WORLD
BUDGET
FY 2019–2020

Project Budget:

ADW Expenses	Cash Expenses	=
A. Personnel		
1. Administrative Staff	\$0	
2. Artistic Staff	\$8000.00	
3. Technical/Production Staff	\$4,320.00	
B. Outside Fees and Services		
1. Cellphone	\$3,036.00	
2. Recital Fees/Chamber Fee	\$1,978.00	
C. Instruments	\$2,850.00	
D. Travel	\$15,038.00	
E. Marketing	\$963.00	
F. Uniforms	\$22,770.00	
G. Total Cash Expenses	\$58,955.00	

Project Income

A. Tuition	\$11,250.00
B. Contracted Services Revenue	\$0
C. Other Revenue	\$0
D. Private Support	
1. Corporate Support	<u>\$1200.00</u>
2. Grants	\$9600.00
3. Individual Donations	\$29,405.00
E. Government Support	
1. Federal	\$0
2. State/Regional	\$2500
3. Local	\$5000
F. Total Cash Income	<u>\$58,955.00</u>