

**CITY OF GOLDSBORO**  
**BUDGET**  
**FY 2012-13**



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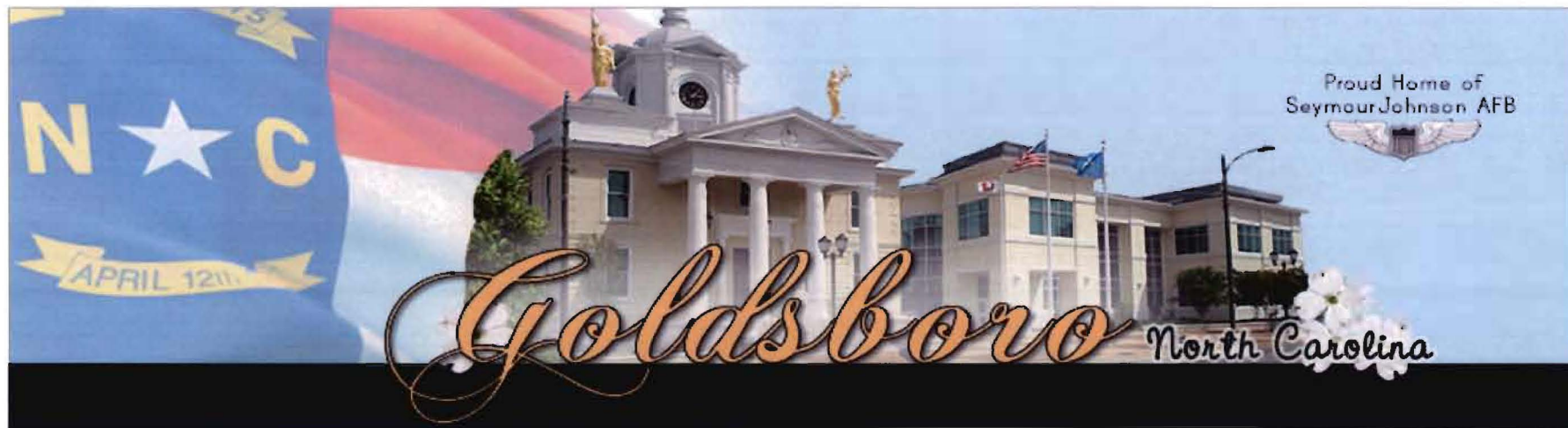




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**June 4, 2012**

**Honorable Mayor and Council  
City of Goldsboro**

In accordance with the Local Government Budget and Fiscal Control Act, it is my pleasure to present the adopted annual budget of \$50,735,529 for Fiscal Year 2012-13 for the City of Goldsboro.

During the City Council retreat held in February 2012, City Council identified Street Resurfacing, Community Appearance/Cleanup, Employee Salary Increase (COLA or Merit), and Patrol Vehicle replacement as top priorities. The adopted budget includes funding or initiatives that touch on each of these priorities.

Brief highlights of the adopted budget include:

Item	Change	Notes
Tax Rate	No	Current rate is 65 cents per \$100 of valuation.
Solid Waste Fee	Yes	Increase from \$20.75/month to \$22.00/month for self-sufficiency
Utility Rates	No	No fee increase recommended
New Debt Supported by General Fund	Yes	Loan for Streetscape - \$896,000 & equipment loan - \$245,500
Elimination of Vacant Positions	14	Positions frozen since FY 2010-11 (3% reduction in positions)
New Positions Recommended	3	One Utility Field Service Technician & Two for Travel and Tourism
Number of positions authorized/funded	467/442	25 positions or 5.3 % authorized but not funded
Health Insurance Changes	Yes	Employee cost, paid by City, increased by 12% from \$471 to \$526 per month Employee dependent coverage costs, paid by employee, increased by 12%



Employee Pay Increases	Yes	1.5% COLA and \$250 average one-time Merit payment.
Employee 401(k) Contribution	Yes	5% for sworn law enforcement (no change) 1% for all non-sworn City employees

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

## FISCAL YEAR 2012-13 BUDGET OVERVIEW

Overall, the adopted budget combines a highly efficient operating plan while meeting debt service obligations resulting from an aggressive facilities building plan in recent years. The General Fund totals \$33,962,189 while the Utility Fund totals \$15,902,551. The Special Municipal Tax District and Occupancy Tax Funds total \$72,897 and \$797,892 respectively. The resultant total for all funds is \$50,735,529. Overall, these funds have increased \$1,881,487 from FY 2011-12. A comparison of our adopted FY 2011-12 budget to our adopted FY 2012-13 budget is shown below. Following this comparison, I have highlighted taxes, rates and charges, fund balance used to balance budget, debt service, positions, employee benefits, revenues, capital outlay and miscellaneous items of significance.

Fund	FY 2011-12	FY 2012-13	Difference	Explanation (if needed)
General	\$32,684,421	\$33,962,189	\$1,277,768	Some of this increase can be attributed to \$791,900 of attrition included as revenue; \$460,000 in additional utility service credits; \$245,500 in borrowing; and \$171,000 in additional refuse fees.
Utility	\$15,336,600	\$15,902,551	\$ 565,951	Capital projects that are funded with fund balance appropriation.
DGDC	\$ 69,600	\$ 72,897	\$ 3,297	
Occupancy	\$ 763,421	\$ 797,892	\$ 34,471	
Totals	\$48,854,042	\$50,735,529	\$1,881,487	

### **Tax Rate**

The tax rate will remain at its current rate of 65 cents per \$100 valuation. At the current valuation for real property personal property, one cent on the tax rate will generate \$207,577 in revenue.

### **Rates and Charges**

The refuse fee will increase by \$1.25 per month to \$22.00 per month. The last increase in the refuse fee was \$2.00 per month in FY 2010-11. There are no other rate or fee increases in the FY 2012-13 budget. A new water rate for wholesale customers was established at \$1.59 per one hundred cubic feet.

### **Use of Fund Balance**

The use of fund balance to fill gaps in the budget, especially for reoccurring needs or to supplement the budget due to a loss in revenue is not sustainable over a long period or financially wise. The use of fund balance in this manner could also potentially cause concern for bond specialist as they review the City's financial position. The breakdown for the use of fund balance in the FY 2012-13 budget is as follows:

General Fund	\$ 67,869
Utility Fund	\$618,551
DGDC Fund	\$ 0
Occupancy Fund	\$276,892

### **General Fund Debt Service**

General Fund debt service amounts total \$1,823,728 in the adopted budget. The debt service payment for the Paramount Theatre is currently paid from the Occupancy Tax Fund, but is anticipated to return to the General Fund in future years. Even with the Paramount Theatre debt in the General Fund, the City will begin to realize a decrease in debt service amounts beginning in FY 2014-15 as the City retires debt for golf course equipment, a 5 year capital equipment loan, and the 2005 Street Refunding.

### **Utility Fund Debt Service**

Utility Fund debt service amounts total \$5,277,789 in the adopted budget. The adopted budget includes debt service totaling \$147,466 for Phase II Water Plant Upgrade.



## POSITIONS

For FY 2012-13, the City has eliminated 14 authorized positions (3%) and added 3 positions for a total of 467 authorized positions. Of these 467 positions, 25 positions (5.3%) are frozen for FY 2012-13. Therefore, the City is providing similar services with 442 funded positions or 7.5% less staffing than existed in FY 2009-10. As vacancies occur, Department Heads will evaluate the need to fill, eliminate, or restructure the vacated position. Included in the adopted budget is a pay and class study that will include a staffing analysis to assist in determining the appropriate number of positions for each department.

Each year the City experiences savings from attrition as positions become vacant through natural turnover within the organization. In recent years, we have included this attrition in balancing our budget. The FY 2012-13 budget is balanced with a new revenue line item to track attrition of \$791,900. This attrition is calculated by assuming a 2.5 percent vacancy rate which will generate approximately \$521,000, savings related to salaries and benefits for a 27<sup>th</sup> payroll in FY 2012-13 which is \$230,900, and the reduction of five sanitation positions related to our recycling collection operational change late in the fiscal year which is \$40,000. We have fully funded all positions within each department other than the list of frozen or eliminated positions for FY 2012-13:

### **Frozen Positions**

(25 positions frozen with over \$882,320 in Salaries and Benefits)

Human Resources  
Inspections  
Inspections  
Garage  
Building & Traffic  
Planning  
Streets & Storms  
Streets & Storms  
Sanitation

Safety Coordinator  
Administrative Support Specialist  
Building Inspector III  
Fleet Parts Specialist  
Maintenance Worker  
Planning Technician II  
Utility Maintenance Worker  
Equipment Operator I  
Sanitation Worker (3)

Sanitation  
Fire  
Police  
Parks & Recreation  
Golf Course  
Distribution & Collection  
Distribution & Collection  
Distribution & Collection

Equipment Operator II  
Firefighter  
Police Officer (6)  
Park Technician II  
Senior Maintenance Worker (2)  
Administrative Support Specialist  
Warehouse Specialist  
Utility Maintenance Mechanic

**Eliminated Positions** (14 positions eliminated with over \$558,000 in Salaries and Benefits)

Human Resources	Human Resources Technician	Streets and Storms	Equipment Operator IV
Garage	Fleet Service Technician	Sanitation	Sanitation Worker
Cemetery	Equipment Operator II	Police	Police Officer (3)
Planning	Administrative Support Specialist	Parks & Recreation	Recreation Facilities Maint Supervisor
Streets and Storms	Maintenance Worker	Parks & Recreation	Senior Park Technician I
Streets and Storms	Utility Maintenance Worker	Golf Course	Equipment Operator II

**New Positions**

Added: Utility Field Service Technician - Utility Fund      Grade 11      Salary and Benefits: \$38,041

In 2006, the City of Goldsboro contracted with Datamatic, Inc. for the installation of an automatic meter reading (AMR) system for our utility customers. After the installation of this system, two full-time and one part-time meter reading technician positions were eliminated. There were some problems with the initial installation of the AMR system and Datamatic worked to retrofit the meters which it completed June 2011. At this time, the City of Goldsboro has assumed total responsibility for the validation of all AMR system components. This position is needed to respond, analyze, and correct problems that arise with our water meters.

Travel and Tourism Director - Occupancy Fund      Grade 24      Salary and Benefits: \$71,061  
Travel and Tourism Adm Asst. - Occupancy Fund      Grade 11      Salary and Benefits: \$40,711

In April 2012, the City brought Travel and Tourism back as a city department. The staff that performed these job functions at the Chamber of Commerce became City employees.



### **Restructured Positions**

Reclassified: Two Firefighter (Grade 14) to be upgraded to Captain (Grade 20) \$22,000

The Fire Chief believes this change is important to the department in order to address life safety issues within the community. These new captain positions will assist with fire inspections, training, and other duties to support the Assistant Chief.

Two Senior Park Technician II (Grade 12) to be upgraded to Crew Leader (Grade 13) \$ 3,000

With the downsizing of Parks Maintenance staff, these two upgraded positions will be used to create a grounds maintenance crew and a facilities maintenance crew. This division of duties should allow better utilization of existing staff.

## **EMPLOYEE BENEFITS**

Employee salary and benefits for FY 2012-13 represent approximately \$26,369,787. The average salary and the cost of benefits for each position is \$49,500. Maintaining competitive salary and benefits is important in retaining and attracting talented employees. The budget includes over \$6,000,000 for employee benefits. An employee benefits committee consisting of 16 employees representing all departments was formed in December 2011 to ensure our benefits remain competitive and that we are spending money on benefits in a manner that employees prefer. This committee discussed most employee benefits offered by the City and other municipalities similar to Goldsboro. Their recommendations are included in the sub-sections below as appropriate.

### **Salary Adjustments**

The adopted budget does include a 1.5 percent COLA for all full-time employees effective July 1, 2012: \$294,378; Utility Fund - \$41,971; Travel & Tourism - \$1,453; and a one-time average \$250 merit bonus to be paid to full-time employees in December 2012: General Fund - \$100,000; Utility Fund - \$17,159; Travel & Tourism - \$0.

A one-time \$750 bonus was paid to all employees in August 2011 and the last employee pay increase either by merit or COLA occurred in January 2010 for FY 2009-10.

### **Health Insurance**

The City of Goldsboro is self-insured. Our projected health plan expenses are anticipated to increase again this year; however, the City's rate was still less than proposals from other vendors. The employee benefits committee, after learning about health care options available today, reviewing estimated costs for various plan designs, and considering changes anticipated in the future, recommended that the City remain self-insured, but change our health plan to a High Deductible Health Plan (HDHP) with a \$1,300 deductible.

Two options offered to employees beginning July 1, 2012 to meet the \$1,300 deductible are a Health Savings Account (HSA) or a Health Reimbursement Account (HRA). For those employees that choose the Health Savings Account option, the City will deposit \$83.34 per month into the employees HSA account or \$1,000 per year. The HSA option will not include a drug co-pay card, but prescription purchases will apply toward the health plan deductible. For those employees that choose the Health Reimbursement Account option, the City will provide a \$600 annual credit with a drug co-pay card.

The health insurance premiums for employees and dependents will increase by 12% effective July 1, 2012. This represents an impact to the General Fund and the Utility Fund of \$321,808 and \$44,496 respectively. The new monthly premiums, along with monthly premiums for the current and past fiscal year are as follows:

	<b><u>FY 2010-11</u></b>	<b><u>FY 2011-12</u></b>	<b><u>FY 2012-13</u></b>
Employee Only	\$448.72	\$471.16	\$526.00
Employee / Children	\$165.04	\$173.29	\$194.00
Employee / Spouse	\$364.96	\$383.20	\$429.00
Family	\$555.59	\$583.37	\$653.00

### **Retirement Rate Adjustment**

The adopted budget includes a decrease in the employer contribution to the Local Government Retirement System. For general employees, the rate decreased from 6.98% to 6.74%. For Law Enforcement the rate decreased from 7.04% to 6.77%. This represents a savings of \$74,953 for the General Fund and \$3,703 for the Utility Fund and an increase in Travel & Tourism of \$5,706 for a total reduction in costs of \$72,950.



### **401(k) Contribution**

The employee benefits committee requested the City consider funding a 401(k) plan for all City employees. Based on this request and after reviewing what other local governments offer their employees, a 1% 401(k) contribution is included in the adopted budget for all non-sworn employees. The cost of this contribution is \$121,142 in the General Fund, \$24,563 in the Utility Fund and Travel & Tourism \$847, for a total cost of \$146,552.

The City is required to contribute 5% to a 401(k) for all sworn law enforcement personnel. The cost for this contribution is \$233,719.

### **Supplemental Insurance**

The City currently offers dental and short-term disability supplemental insurance that employees pay for through payroll deduction. At the recommendation of the employee benefits committee, the supplemental insurance offerings beginning July 1, 2012 will be dental, short-term disability, critical illness, life insurance, vision, cancer, and accident policies.

## **REVENUES**

### **Ad Valorem Tax**

The anticipated valuation of real and personal property in the city is expected to total \$2,074,711,543. In addition, vehicle property tax values are expected to total \$193,467,334. The collection rate is 97.19% for real property.

The Special Municipal Downtown Service District will generate an anticipated \$72,797 in revenue. No tax increase was adopted for the Special Municipal Downtown Service District for the upcoming year.

### **Occupancy Tax**

Occupancy Tax revenues are anticipated to total \$521,000 in FY 2012-13. This amount includes occupancy tax collections of \$520,000, investment earnings of \$1,000, and fund balance withdrawal of \$276,892.

### **State Distributed Revenues**

The estimates that are presented here are based on both state and national economic forecasts. Even though improvements in the national economy are expected, North Carolina's economy has lagged behind the national economy, suggesting limited growth in State collected local revenues. These estimates assume that there will be no new changes in the formula that govern municipal shares of State-collected local revenues.

Sales Tax	\$6,250,449	Increase – 6.8%	
Utility Franchise Tax	\$2,400,000	Decrease – 11.2%	\$2,381,000
Powell Bill	\$1,000,800	Decrease – 3.1%	\$ 964,710

These revenues total \$9,596,159

### **CAPITAL OUTLAY/VEHICLES**

The departments' capital needs continue to grow as purchases have been delayed or significantly reduced for a number of years. A summary of the requests are listed below:

#### **General Fund**

Capital Outlay Requested	\$2,331,543	Capital Outlay Adopted	\$ 582,945 (Revenues)
			\$ 29,375 (Current Loan)
			\$ 612,320
Vehicles Requested	\$1,109,934	Vehicles Adopted	\$ 279,800 (Revenues)
			\$ 53,000 (Current Loan)
			\$ 245,500 (New Loan)
			\$ 578,300

#### **Utility Fund**

Capital Outlay Requested	\$4,535,178	Capital Outlay Adopted	\$ 941,958 (Revenues)
			\$ 833,600 (Sewer Bonds)
			\$ 1,775,558
Vehicles Requested	\$ 243,000	Vehicles Adopted	\$ 199,500 (Revenues)

## MISCELLANEOUS

### Special Expense

It is recommended that funding for agencies are made as follows:

#### General Fund

Chamber of Commerce	\$ 15,000
Wayne County Development Alliance	\$ 75,000 (2nd year of 5-year agreement)
Goldsboro/Wayne Transportation Authority	\$196,463
Wayne County Museum	\$ 12,000
Annexation – Volunteer Fire Departments	\$ 43,763
Communities in Schools	\$ 5,000 (Requires matching funds of \$10,000 from County or School)
Wayne Opportunity Center	\$185,000 (One-time payment to offset loss of City recycling)
WATCH	\$ 20,000
Arts Council	\$ 25,000
Project Uplift	\$ 10,000

#### Occupancy Tax Fund

Waynesborough Park	\$ 30,000
SJAFB Air Show	\$ 30,000

#### Community Development Fund

Boys & Girls Club	\$ 15,000
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### Golf Course

The replacement of the grass on the golf course greens has been discussed for several years. The decision was made to begin the greens replacement in the current fiscal year. The course will be closed beginning in June 2012 until sometime in late August 2012. This project will result in the loss of some revenue and the purchase of some equipment needed to maintain a Bermuda grass green. The adopted budget reflects this loss of revenue and increase in capital expenditures. Once the course is reopened, all pro-shop sales at the golf course will be transferred over to the City and a new marketing campaign will begin.



### **Recycling Change**

The City has changed its biweekly curbside recycling program collection method from sorting at the curb to a co-mingled collection. This change in collection method should provide better service to our citizens, reduce the cost of our curbside recycling program and increase our recycling revenue. This change is estimated to save over \$200,000 per year, and allows the City to dispose of or repurpose our recycling collection equipment. Five positions in Sanitation should be eliminated due to this change, but are funded for the first nine months of the fiscal year to ensure a smooth transition to this new collection method. The employees in these positions will be offered continued employment with the City and transitioned to other jobs as vacancies occur.

This change in collection method will utilize our spare semi-automated rear loader refuse trucks. In addition, we will purchase an additional semi-automated rear loader refuse truck, which is included in the adopted budget. Additionally, a one-time payment of \$185,000 is included in the adopted budget to assist with replacing the 1-2 part-time jobs and loss of revenue to Wayne Opportunity Center that is a result of this change in collection method.

### **Street Resurfacing**

Street resurfacing of City maintained streets remains a high priority for the City. While not included in the FY 2012-13 adopted budget, over \$900,000 in street bond money that was set aside for the traffic signalization project is recommended to be spent on street resurfacing during FY 2012-13 for the following reasons. First, the amount owed by the City for the signalization project is expected to be \$270,000 less than originally anticipated due to the percentage of State versus City owned signals. Secondly, staff time associated with this project will reduce the amount owed to the State. Additionally, the street bond money must be spent prior to May 2013 or the City will pay arbitrage. As a date for the final project closeout and accounting for this project are not yet known, the street bond money may not be spent prior to the deadline for arbitrage. Finally, City staff is working with the State to see if they will allow the City the opportunity to pay for our share of the traffic signal project costs over several fiscal years.

## BUDGET SUMMARY

### Revenues and Appropriations

The total budget adopted for Fiscal Year 2012-13 amounts to \$50,735,529 and is balanced as required by the laws of North Carolina. This total represents an increase of \$1,881,487 from Fiscal Year 2011-12. The adopted budget and the amount of increase do not reflect Community Development funding or existing Capital Project Ordinances. The upcoming year's budget is summarized in the following chart:

	<b>Estimated Revenues</b>	<b>Recommended Appropriations</b>	<b>Fund Balance</b>
General Fund	\$ 33,894,320	\$ 33,962,189	\$ 67,869
Utility Fund	15,284,000	15,902,551	618,551
Downtown District Fund	72,897	72,897	0
Occupancy Tax Fund	521,000	797,892	276,892
Subtotal	\$ 49,772,217	\$ 50,735,529	\$963,312
Plus Appropriation of 2012-13 Fund Balance	\$ 963,312		
<b>TOTAL BUDGET</b>	<b>\$ 50,735,529</b>	<b>\$ 50,735,529</b>	

### Fund Balance

The adopted budget appropriated \$963,312 of fund balance to support the activities of the General, Utility and Occupancy Tax Funds. The adopted budget does not include the use of fund balance from the Municipal Tax District Fund. It is projected that the General Fund's fund balance should increase approximately \$600,000 over last fiscal year.

## CONCLUSION

In closing, I would like to take this opportunity to thank all of the city employees who worked tirelessly helping to prepare recommendations for a program of work designed to meet citizen expectations. The FY 2012-13 budget represents an increase of \$1,881,487. Although revenue projections are conservative, it should also be noted that there will likely be differences between forecasted and actual results since events and circumstances frequently do not occur as expected. At times, these differences can be material. Thank you for the opportunity to submit the adopted budget for Fiscal Year 2012-13.

Respectfully submitted,



Scott A. Stevens  
City Manager



ORDINANCE NO. 2012 -51

BUDGET ORDINANCE FOR THE 2012-2013 FISCAL YEAR

BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that:

Section 1. There is hereby levied the following rates of tax on each hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2012, for the purpose of raising revenue from current year's property tax to finance the appropriations following this Ordinance:

General Fund	<u>\$ .65</u>
Total Rate per \$100 Valuation of Taxable Property	\$ .65

Such rates of tax are based on an estimated total assessed valuation of real property for the purpose of taxation and an estimated rate of collection.

Section 1-A. An additional special tax of twenty-three and one-half cents (.235) per \$100 assessed valuation is hereby levied upon those properties within the Downtown Service District as defined in Resolution 1977-102.

Section 2. There is hereby levied and shall be collected for the Fiscal Year beginning July 1, 2012, and each year thereafter until amended or repealed, on every business, trade or profession enumerated in the North Carolina Revenue Act of 1939 as amended through 2012, the maximum allowed by said Act and the General Tax Ordinances of the City of Goldsboro. Nothing therein shall be construed to repeal any license tax heretofore levied by the City of Goldsboro and not enumerated in said Act nor prohibited by said Act.

Section 3. There is hereby levied a monthly refuse charge of \$22.00 against each residential customer and \$40.50 for each business customer located within the City of Goldsboro that utilizes a commercial roll out container service. A charge of \$5.50 per cubic yard per pick-up is hereby levied against each commercial refuse customer of the City of Goldsboro. All revenue collected through this source shall be deposited into the General Fund.

Section 4. All uncollected taxes shall, when collected, be placed in the General Fund.

Section 5. The following is a schedule of the estimated revenues anticipated by the City of Goldsboro for the Fiscal Year beginning July 1, 2012, and ending June 30, 2013.

GENERAL FUND

Tax Revenues	\$14,700,932
Licenses and Permits	728,500
Revenue from Other Agencies	12,679,324
Charges for Services	4,545,014
Capital Investment Returns	295,650
Miscellaneous Revenues	<u>944,900</u>
Estimated Revenues	\$33,894,320
Fund Balance Withdrawal	<u>\$ 67,869</u>
Total	\$33,962,189

COMMUNITY DEVELOPMENT FUND

Revenue from Other Agencies	\$ 305,450
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UTILITY FUND

Charges for Services	\$15,059,500
Capital Investment Returns	24,500
Miscellaneous Revenues	<u>200,000</u>
Estimated Revenues	\$15,284,000
Fund Balance Withdrawal	<u>618,551</u>
Total	\$15,902,551

DOWNTOWN SPECIAL TAX DISTRICT

Tax Revenues	\$ 72,797
Investment Interest	<u>100</u>
Estimated Revenues	\$ 72,897

OCCUPANCY TAX FUND

Charges for Services	\$ 520,000
Capital Investment Returns	<u>1,000</u>
Estimated Revenues	\$ 521,000
Fund Balance Withdrawal	<u>276,892</u>
Total	\$ 797,892

Section 6. There is hereby appropriated out of revenues of the City for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2012, and ending June 30, 2013 according to the following schedule:

GENERAL FUND

General Government	\$ 4,589,022
Public Works Department	5,115,674
Finance Department	1,091,154
Planning Department	1,555,456
Engineering	623,407
Public Utilities	2,052,566
Fire Department	5,364,970
Police Department	8,214,622
Parks and Recreation	2,194,845
Golf Course	745,954
Special Expense Fees	<u>2,414,519</u>
Total General Fund	\$33,962,189



COMMUNITY DEVELOPMENT FUND

Community Development Projects	\$ 305,450
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UTILITY FUND

Operation and Maintenance	\$15,902,551
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## DOWNTOWN TAX DISTRICT

Operating Expense	\$ 72,897
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OCCUPANCY TAX FUND

Civic Center and Travel and Tourism Promotion	\$ 797,892
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## Section 7. Special Authorization Budget Officer:

A. The Budget Officer shall be authorized to reallocate departmental appropriations among the various objects of expenditures as he believes necessary.

B. The Budget Officer shall be authorized to effect interdepartmental transfers in the same fund not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. A report of all such transfers shall be made to the City Council in the month following such transfer.

C. The Budget Officer may make inter-fund loans for a period of not more than ninety (90) days.

D. Inter-fund transfers established in the budget document may be accomplished without recourse to the City Council.

E. The Budget Officer shall not approve any change order to construction contracts in excess of \$10,000.00 per change order.

F. Salary Grades and Salary Ranges: The assignment of classes to salary grades and salary ranges are adopted herein by reference.

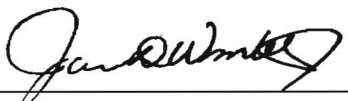
Section 8. Utilization of the Budget and the Budget Ordinance:

This Ordinance and Budget Document shall be the basis of the financial plan for the City of Goldsboro during the 2012-13 Fiscal Year. The Budget Officer shall administer the budget and he or she shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The Department of Finance shall establish records which are in consonance with the budget and this Ordinance and the appropriate Statutes of the State of North Carolina.

Section 9. The foregoing constitutes the Budget for the City of Goldsboro for the Fiscal Year beginning July 1, 2012, as adopted by the City Council on this 4th day of June, 2012.

Approved as to Form Only:

Reviewed By:

  
\_\_\_\_\_  
City Attorney

  
\_\_\_\_\_  
City Manager

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0001 Tax Revenues  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8101	Current Tax Levy	11,948,630	13,588,266	13,469,923	13,492,507	13,492,507	13,076,024
8102	Delinquent Taxes	278,474	230,000	291,844	240,000	280,000	280,000
8103	Current Vehicle Tax	945,948	1,045,000	947,039	943,908	943,908	943,908
8105	Delinquent Vehicle Tax	233,382	280,000	282,421	250,000	250,000	250,000
8106	Penalties & Interest	89,886	90,000	93,770	90,000	90,000	90,000
8107	Vehicle Tax/Leases/Rentals	42,099	32,400	45,969	35,000	35,000	35,000
8383	Solid Wate Disposal Tax	25,747	26,800	25,282	26,000	26,000	26,000
	Fund Total:	13,564,166	15,292,466	15,156,248	15,077,415	15,117,415	14,700,932
	Organization Total:	13,564,166	15,292,466	15,156,248	15,077,415	15,117,415	14,700,932



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0002 Licenses & Permits  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8110	Privilege Licenses	348,402	340,000	352,006	350,000	370,000	370,000
8111	Penalties on Licenses	2,191	1,900	3,507	2,300	2,300	2,300
8113	Building Inspections & Permits	108,256	90,500	98,445	88,500	90,000	90,000
8114	Plumbing, Gas & Electrical Insp	124,030	110,000	109,221	108,000	110,000	110,000
8115	Peddlers Permits	1,285	900	1,130	1,000	1,000	1,000
8116	Sign Permits	10,929	8,500	10,009	9,200	9,200	9,200
8117	Mechanical Permits	82,576	75,000	68,585	62,500	62,500	62,500
8119	Plan Review Fee	27,555	27,000	31,681	28,000	28,000	28,000
8121	Technology Surcharge	54,135	52,000	52,005	52,000	52,000	52,000
8239	Fire Inspections Permits	8,952	9,600	3,866	3,500	3,500	3,500
	Fund Total:	768,311	715,400	730,455	705,000	728,500	728,500
	Organization Total:	768,311	715,400	730,455	705,000	728,500	728,500

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0003 Revenue Other Agencies  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8130	Local Option Tax	5,687,029	5,850,000	5,985,316	6,250,449	6,250,449	6,250,449
8131	ABC Revenue	142,667	125,000	137,671	135,600	135,600	135,600
8132	Beer & Wine Taxes	168,860	169,340	169,340	174,400	174,400	174,400
8134	Utility Franchise Tax	2,413,681	2,680,900	2,312,474	2,400,000	2,400,000	2,381,000
8135	Powell Bill	1,010,569	977,200	995,880	1,000,800	1,000,800	964,710
8147	D.E.A. Funds	25,806	0	0	0	0	0
8149	NC Controlled Substance Tax	14,755	0	0	0	0	0
8150	Payment in Lieu of Taxes	75,082	72,000	100,200	85,000	85,000	85,000
8161	From Utility Fund	1,052,494	1,202,493	1,202,493	1,202,493	1,662,493	1,662,493
8169	Local Law Enforcement Block Grant	334,902	0	0	0	0	0
8173	Transportation Planning Grant	40,556	409,056	191,899	391,072	391,072	391,072
8200	Eastern Carolina Housing Grant	31,770	31,400	31,686	31,000	31,000	31,000
8208	GWTA Garage Reimbursement	280,367	335,266	339,049	400,000	400,000	400,000
8213	Community Development Reimburse		0	0	0	0	0
8263	Homeland Security Grant Prog		0	0	0	0	0
8287	Wayne Co Sch Reimb Resource Officer	30,000	30,000	30,000	30,000	30,000	30,000
8370	NCDOT Reimb. Signals		0	0	0	120,000	120,000
8580	Cherry Hospital-Fire Reimbursement	99,593	79,675	53,686	53,600	53,600	53,600
8623	CDBG FY 07-08		0	0	0	0	0
8703	Occupancy Tax Transfer		0	0	0	0	0
	Fund Total:	11,408,131	11,962,330	11,549,694	12,154,414	12,734,414	12,679,324
	Organization Total:	11,408,131	11,962,330	11,549,694	12,154,414	12,734,414	12,679,324

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0004 Charges For Services  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8156	Special Test Permits	12,565	16,000	10,810	12,500	12,500	12,500
8158	False Alarms	1,500	1,000	925	850	850	850
8174	General Fund-Miscellaneous Recv	125,411	95,000	121,181	90,000	160,000	160,000
8175	Cable TV	317,303	333,500	323,036	320,000	320,000	312,000
8177	Tennis Instructions	2,854	3,000	5,080	3,000	3,000	3,000
8179	W A Foster Center	3,660	3,500	1,965	1,850	1,850	1,850
8183	Insufficient Check Penalty	105	160	100	60	60	60
8240	Fire Recovery Fees		0	0	0	0	0
8245	Stormwater Management Fee	16,070	10,500	17,247	12,500	12,500	12,500
8271	Refuse Service	3,087,675	3,150,000	3,241,209	3,150,000	3,371,000	3,282,854
8272	Cemetery Services	63,392	55,000	68,389	45,000	45,000	45,000
8274	Trash Penalties	1,200	3,000	1,735	1,600	1,600	1,600
8276	Herman Park	20,043	21,500	19,349	18,500	18,500	18,500
8281	Softball Field Rentals	255	300	425	300	300	300
8365	Basketball Entry Fee	3,980	3,800	4,271	3,800	3,800	3,800
8368	Sale Of Recyclable Materials	15,943	18,900	20,910	40,000	100,000	100,000
8372	Softball Fees	5,117	8,200	7,712	6,500	6,500	6,500
8374	Basketball Fees	1,755	1,800	310	500	500	500
8379	Paramount Theater	123,166	118,500	120,303	120,000	120,000	120,000
8588	Swimming Instruction		0	0	0	0	0
8589	Picnic Shelter Rental	7,195	6,200	6,455	6,200	6,200	6,200
8590	Day Camp	15,121	14,000	12,920	12,000	12,000	12,000
8595	Vending Machines Income		0	0	0	0	0
8596	Herman Park House Rental	940	500	1,550	1,100	1,100	1,100
8701	N.C. Governor's Hwy Safety Project		0	0	0	0	0
8702	Governor's Crime Commission		0	0	0	0	0
8952	Golf Course Cart Fees	243,427	236,500	235,633	189,200	189,200	189,200
8954	Golf Course Pro Shop Grill Rental	3,600	3,600	3,600	3,600	0	0
8955	Golf Course Sales and Rental		0	0	0	3,600	3,600
8956	Golf Course Green Fees	135,593	185,000	132,603	114,000	114,000	114,000
8957	Golf Course Membership Dues	139,946	125,500	128,358	125,000	125,000	125,000
8958	Driving Range Fees	16,472	16,000	14,798	12,100	12,100	12,100
8959	Pro Shop Sales	26,357	18,000	18,045	18,000	0	0
	Fund Total:	4,390,645	4,448,960	4,518,919	4,308,160	4,641,160	4,545,014
	Organization Total:	4,390,645	4,448,960	4,518,919	4,308,160	4,641,160	4,545,014

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0005 Capital Returns  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8180	Investment Interest	11,649	10,000	4,927	6,500	6,500	6,500
8181	Cemetery Lot Sales	5,437	5,500	5,257	4,000	14,100	14,100
8184	Sale of Property	401	500	273	250	250	250
8196	Interest Cemetery Lots	0	500	86	100	0	0
8206	Proceeds from Capital Lease		0	0	0	245,500	245,500
8241	Storm Drainage Assessment	216	150	0	0	0	0
8242	Storm Drainage Assessment Interest	74	40	25	0	0	0
8282	Street Assessment Interest	1,577	3,025	2,909	1,500	1,500	1,500
8381	Street Paving Assessments	2,055	2,000	3,581	2,800	2,800	2,800
8581	Equipment Sales	51,492	5,000	9,288	5,000	25,000	25,000
	Fund Total:	72,901	26,715	26,346	20,150	295,650	295,650
	Organization Total:	72,901	26,715	26,346	20,150	295,650	295,650



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0006 Miscellaneous Revenue  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8122	Salaries/Payroll Attrition		0	0	0	761,000	791,900
8190	Other Miscellaneous Revenue	195,165	210,000	122,047	125,000	125,000	125,000
8191	Red Cross Recovery		0	0	0	0	0
8192	Officers Fees	31,497	28,500	28,208	28,000	28,000	28,000
8195	Interest Cemetery Services		0	0	0	0	0
8293	Parking Tickets	41	50	1	0	0	0
	Fund Total:	226,703	238,550	150,256	153,000	914,000	944,900
	Organization Total:	226,703	238,550	150,256	153,000	914,000	944,900

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0007 Fund Balance Withdrawal  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8583	Fund Balance Withdrawal	0	0	0	0	50,226	67,869
	Fund Total:	0	0	0	0	50,226	67,869
	Organization Total:	0	0	0	0	50,226	67,869



## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: MAYOR/COUNCIL**

#### **DEPARTMENT OVERVIEW:**

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

#### **GOALS/MAJOR OBJECTIVES:**

- Provide responsive quality services to citizens in a cost-effective manner
- Maintain and improve the quality of life for residents with proactive planning techniques for the development and maintenance of infrastructure
- Ensure a strong financial position for 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 (NCLM and NCMMC)
- 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 citizenry.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1011 Mayor & Council  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1211	Honorarium	65,474	65,475	65,400	67,991	67,991	67,991
1212	Special Board Meetings		0	0	0	0	0
1700	Board Member Expenses	19,800	19,800	19,804	20,563	20,563	20,563
1810	Social Security	6,523	6,754	6,518	6,775	6,775	6,775
1922	Title Search & Legal Fees	13,257	130,000	130,000	180,000	182,000	182,000
1991	Consultant Fees	65,821	21,600	43,200	43,200	11,000	11,000
2201	Comm/Empl Awards & Functions	2,150	3,350	4,500	5,000	5,000	5,000
2202	Luncheon/Dinner Meetings	5,006	3,500	4,500	4,500	4,500	4,500
2601	Office Supplies	153	500	500	500	500	500
2993	Operational Supplies	3,976	4,500	4,500	10,000	10,000	10,000
3121	Travel	5,043	6,500	4,500	6,500	6,500	6,500
3210	Telephone	1,058	996	996	720	720	720
3250	Postage	138	100	200	200	200	200
3310	Electricity	623	750	700	700	700	700
3421	Copy Machine Cost	0	100	100	100	100	100
3702	Communications and Marketing	10,606	0	0	0	0	0
3997	City Election		45,000	45,000	0	0	0
4911	Subscriptions	0	100	100	100	100	100
4912	Fees & Dues	6,790	7,100	6,825	7,100	7,100	7,100
9561	Office Supplies	0	200	200	200	200	200
	Fund Total:	206,418	316,325	337,543	354,149	323,949	323,949
	Organization Total:	206,418	316,325	337,543	354,149	323,949	323,949



## MAYOR AND COUNCIL FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
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1	MAYOR	
6	COUNCILMEMBERS	

7	AUTHORIZED	
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NUMBER OF EMPLOYEES

FY 2011-12 7

FY 2012-13 7



## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: CITY MANAGER**

#### **DEPARTMENT OVERVIEW:**

- The Office of the City Manager oversees the day to day operations of city government through the management of fourteen department 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 by providing timely relevant information through various media outlets including the local government channel WGTV. This department also includes the City Clerk whose responsibility it is to maintain the permanent records of the City. Finally, this department's budget also includes the costs associated with the maintenance and upkeep of the recently renovated Historic City Hall and the City Hall Annex.

#### **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 citizens
- Maintain permanent records and respond to public records requests in a timely manner with accurate information.

#### **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 (North Carolina League of Municipalities and the North Carolina Metro Mayors Coalition)
- 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 citizenry.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1012 City Manager  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	306,516	379,932	353,814	428,867	428,867	428,867
1260	Salaries & Wages Part-Time	5,072	0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1276	Salary Reserve		300,000	0	503,748	394,378	394,378
1810	Social Security	20,906	25,747	27,067	32,809	40,459	40,459
1821	NCLGERS-Retirement	19,605	22,822	22,821	28,577	34,941	34,941
1822	401-K Retirement		0	0	312,760	121,142	121,142
1830	Hospital Insurance	21,142	22,800	22,800	31,680	31,680	31,680
1833	Health Insurance Coverage		0	0	151,000	151,000	0
1850	Unemployment Compensation		0	0	2,200	2,200	2,200
1860	Worker's Compensation	455	478	454	542	542	542
1932	Medical Exams	180	200	141	200	200	200
1991	Consultant Fees		55,000	55,000	55,000	90,000	90,000
2601	Office Supplies	185	1,000	500	1,000	1,000	1,000
2993	Operational Supplies	3,895	12,500	12,500	5,000	5,000	5,000
3121	Travel	14,823	10,500	12,500	12,000	12,000	12,000
3210	Telephone	3,756	3,612	3,612	4,020	4,020	4,020
3250	Postage	152	400	400	400	400	400
3421	Copy Machine Cost	59	1,400	100	1,400	1,400	1,400
3511	Building Maintenance	19,995	19,000	20,000	11,000	11,000	11,000
3521	Office Machine Maintenance	1,200	1,500	1,500	1,500	1,500	1,500
3522	Machine/Equipment Maintenance	0	100	100	100	100	100
3702	Communications and Marketing	1,300	30,000	30,000	30,000	30,000	30,000
3911	Public Notices	32,798	32,000	32,000	32,000	32,000	32,000
3914	Contract Services	18,795	17,070	39,200	41,200	41,200	41,200
3950	Education Reimbursement	0	550	0	550	550	550
3998	Codify Ordinances	2,934	3,000	3,000	3,000	3,000	3,000
4541	Employee Personal Liability	18	19	19	20	20	20
4911	Subscriptions	132	150	300	200	200	200
4912	Fees & Dues	4,260	4,895	3,500	4,987	4,987	4,987
4990	Equipment Expense		30,000	30,000	0	0	0
9561	Office Supplies	198	500	500	500	500	500
	Fund Total:	478,376	975,175	671,828	1,696,260	1,444,286	1,293,286
	Organization Total:	478,376	975,175	671,828	1,696,260	1,444,286	1,293,286

# **CITY MANAGER FY 2012-13**

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	CITY MANAGER	
1	ASSISTANT CITY MANAGER	34
1	CITY CLERK	21
1	PUBLIC INFORMATION OFFICER	20
1	DEPUTY CITY CLERK	15
5	AUTHORIZED	

NUMBER OF EMPLOYEES:	FY 2011-12	5	FY 2012-13	5
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## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: HUMAN RESOURCES**

#### **DEPARTMENT OVERVIEW:**

Human Resources Management is responsible for all areas of personnel/human resources administration. Responsibilities include ensuring compliance with federal and state personnel laws and regulations, and assisting with attracting and maintaining qualified and motivated employees. Specific functions include: recruitment, retention and selection; employee enrollment and orientation; fringe benefit administration and employee education; training; administration of the Human Patterns Evaluation System; personnel policy administration, development and interpretation; employee relations, which includes the handling of complaints and inquiries; researching and recommending programs, policies and benefits to ensure that the City remains competitive in our market and a progressive and rewarding organization in which to work.

#### **GOALS/MAJOR OBJECTIVES:**

- A. Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City;
- B. Develop and deliver effective training programs to all employees so as to constantly improve customer service delivery, efficiency of operations and overall effectiveness and professionalism of the organization.
- C. Focus on development of succession planning and ways to develop creative customer service initiatives.
- D. Continue with employment law/compliance/policy updates and training for staff.
- E. Continue to assist in seeking quality and cost-effective solutions and resources to address the rising costs of providing comprehensive health insurance and other benefits to employees. Ensure the quality, reliability and affordability of our benefit plans.
- F. Elevate and maintain morale by improving communications with employees and fostering an information rich environment.

#### **SIGNIFICANT BUDGET ISSUES:**

- This budget includes funding for Pay and Class study which was last conducted during FY 2006-2007. Per policy, approximately every 3 – 5 years the City will conduct a comprehensive classification and pay study to update the pay plan ensuring internal equity and external competitiveness. The department delayed this study last fiscal year due to budgetary constraints facing the City overall.
- Although Human Resources Information System (HRIS) software was identified in the 10-year plan, this is not as high on the priority list as pay/class study; fully integrated software system will allow on-line application submissions, applicant tracking, etc.
- Also a pool car was identified in 10-year plan but will delay request for same reason as stated above; currently two vehicles are available for out of town travel but only one is reliable; also the safety vehicle is a 1996 Oldsmobile with extensive mileage



## **FISCAL YEAR 2012-2013 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. The Program also includes training, which is necessary to maintain proper safety procedures among our employees.

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. Continue efforts to comply with all other applicable safety regulations which have been or will be enacted by the state and federal Occupational Safety and Health Administration.
- B. Continue an effective training program to keep employees informed about property safety procedures.
- C. Expand safety training options through use of online training modules.
- D. Continue to search for ways to reduce workplace accidents, thereby boosting employee morale, lowering workers' compensation costs and minimizing property damage.
- E. Continue training program to do periodic sessions on various safety related topics.

#### **SIGNIFICANT BUDGET ISSUES:**

This budget funds safety supplies and training for City employees. The Safety Coordinator position is currently vacant and the Senior HR Analyst is currently ensuring all mandatory training is conducted along with scheduling monthly meetings for the Personal Injury Review Committee and the Accident Review Committee; ensuring OSHA logs are completed and departmental safety visits.





## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: HUMAN RESOURCES (OCCUPATIONAL HEALTH NURSE)**

#### **DEPARTMENT OVERVIEW:**

The Occupational Health Nurse provides the City with continued care offering health maintenance programs throughout the year. The Nurse also is responsible for the City's Worker's Compensation program. She 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; documentation of the injury or illness. Provides maintenance of individual medical records; provide and maintain American Red Cross CPR/AED and First Aid training; assist with New Hire Orientation to include establishing a rapport with new employees, provide information regarding Workmen's Compensation, Bloodborne Pathogens and Health Beat Wellness Program.

#### **GOALS/MAJOR OBJECTIVES:**

- A. Continue monitoring and assistance of the Diabetes Management Program; enrolling employees in the program; educating and responding to inquiries.
- B. Provide monthly wellness programs to ensure employees are receiving adequate medical information; provide lunch and learn with guest speakers.
- C. Assess injured employees and provide first aid, as needed; refer injured employees in need of medical care to the appropriate medical provider.
- D. Clear documentation of Worker's compensation cases on First Report electronic program.
- E. Consistently provide one-on-one confidential counseling for all City employees.

#### **SIGNIFICANT BUDGET ISSUES:**

This budget funds the Health Maintenance Program and the Occupational Health Nurses' salary. Services include the items listed below:

- Provide nursing services for employees such as blood pressure checks, allergy, hepatitis and flu injection, hemoglobin and blood sugar checks, as well as over the counter medication and bandage changes;
- Provide Flu, Hepatitis and other vaccines for affected employees;
- Provide educational literature and other health related materials including tapes and videos for employee's professional development.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1016 Human Resources Management  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	282,597	247,454	317,247	322,722	281,442	281,442
1260	Salaries & Wages Part-Time	973	0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	21,013	21,226	24,269	24,689	21,531	21,531
1821	NCLGERS-Retirement	18,264	19,367	20,462	22,042	18,970	18,970
1830	Hospital Insurance	34,359	34,200	34,200	44,352	44,352	44,352
1850	Unemployment Compensation	4,814	0	0	0	0	0
1860	Worker's Compensation	569	598	598	678	678	678
1932	Medical Exams	25	150	150	150	150	150
1991	Consultant Fees	5,597	5,000	7,500	35,000	45,200	45,200
2111	Cleaning Supplies	10,328	10,000	10,000	10,000	10,000	10,000
2121	Uniforms	194	250	0	200	200	200
2124	Shoes-Steel Toe	0	234	60	234	234	234
2203	Employee Christmas Party		0	0	0	0	0
2323	Other Training	1,090	1,000	1,000	750	750	750
2325	Employee Training	765	1,000	500	750	750	750
2392	Health Maintenance Program	74,446	74,000	74,000	75,000	75,000	75,000
2393	Employee Assistance Program	5,820	6,000	6,000	6,000	6,000	6,000
2501	Vehicle Operation/Maintenance	3,292	2,500	2,500	2,500	2,500	2,500
2601	Office Supplies	1,252	2,500	2,000	2,000	2,000	2,000
2603	Postage Machine Supplies		0	0	0	0	0
2993	Operational Supplies	518	3,000	3,000	3,000	3,000	3,000
3121	Travel	535	1,500	1,200	1,500	1,500	1,500
3210	Telephone	498	516	500	480	480	480
3250	Postage	127	500	400	400	400	400
3410	Printing	562	2,000	1,000	1,500	1,500	1,500
3421	Copy Machine Cost	811	1,200	1,000	1,000	1,000	1,000
3423	Employee Appreciation Day/Health		0	6,000	6,000	6,000	6,000
3511	Building Maintenance	1,338	5,000	2,000	4,000	4,000	4,000
3521	Office Machine Maintenance		0	0	0	0	0
3701	Employment Advertisements	2,226	2,500	2,000	2,000	2,000	2,000
3950	Education Reimbursement		0	0	0	0	0
4521	Auto Liability	711	746	746	757	757	757
4541	Employee Personal Liability	22	24	24	25	25	25
4543	Insurance Deductible Claims		0	0	0	0	0
4911	Subscriptions	245	500	500	500	500	500
4912	Fees & Dues	745	1,000	700	750	750	750
5157	Software Expense		0	0	0	0	0
5401	Administrative Car		0	0	0	0	0
9561	Office Supplies	189	500	300	250	250	250
	Fund Total:	473,925	444,465	519,856	569,229	531,919	531,919



## HUMAN RESOURCES FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	DIRECTOR OF HUMAN RESOURCES	30	
1	SENIOR HUMAN RESOURCES ANALYST	23	
1	HUMAN RESOURCES REPRESENTATIVE	19	
1	SAFETY & TRAINING COORDINATOR	18	
	<b>HUMAN RESOURCES TECHNICIAN</b>	<b>14</b>	<b>Position Eliminated FY 12-13</b>
1	SENIOR ADMIN SUPPORT SPECIALIST	13	From R & P
2	CUSTODIAN	6	
7	AUTHORIZED		

NUMBER OF EMPLOYEES:	FY 2011-12	7	FY 2012-13	7
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\*\*\*Note    Moved Senior Admin Support Specialist position from R&P to HR in middle of FY 11-12



## FISCAL YEAR 2012-2013 BUDGET

### DEPARTMENT/DIVISION: COMMUNITY AFFAIRS

#### DEPARTMENT OVERVIEW:

The Community Affairs Department investigates complaints in housing, employment, education, recreation and any public accommodations. It also operate several programs for the city: Hal K. Plonk Disability Walk, Mayor's Disability Luncheon, Diversity Day, Inclusive Cities, the Martin Luther King, Jr. Holiday Breakfast, Human Relations Poster/Essay Contest, Human Relations Inter-faith Breakfast, Human Relations Awards Banquet, Fair Housing Workshops, Mayor's Youth Council, Carver Heights Partners in Education (tutorial assistance), OneHarvest Food, and Water Bill Assistance.

There are three advisory committees under the department: Community Affairs Commission, Mayor's Committee for Persons with Disabilities, and the Martin Luther King, Jr. Holiday Committee.

#### GOALS/MAJOR OBJECTIVES:

- Provide facilitations of community dialogues in the area of diversity and conflict resolution
- Ensure fair housing practices and access to public accommodations
- Assist in setting personal disputes and group conflicts
- Improve inter-social, inter-ethnic and community relations
- Prevent discrimination
- Provide channels of communication among the various racial, religious and ethnic group in the City of Goldsboro

#### SIGNIFICANT BUDGET ISSUES:

- The Community Affairs budget is submitted with very little changes from 2011-2012. Being given the opportunity to become fully staffed will allow some stability.
- Members of the Mayor's Youth Council attend five conferences a year and when male students attend, they must be accompanied by an adult male. This is the only reason for the budget increase.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1017 Community Affairs  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	148,267	151,280	120,080	155,481	155,481	155,481
1260	Salaries & Wages Part-Time		0	18,876	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	11,270	11,757	10,630	12,085	12,085	12,085
1821	NCLGERS-Retirement	9,563	10,560	7,745	10,620	10,479	10,479
1830	Hospital Insurance	15,857	17,100	17,100	19,008	19,008	19,008
1850	Unemployment Compensation	1,062	0	0	0	0	0
1860	Worker's Compensation	521	359	481	407	407	407
1932	Medical Exams		0	0	0	0	0
2201	Comm/Empl Awards & Functions	1,200	1,500	1,533	1,500	1,500	1,500
2323	Other Training	0	300	300	300	300	300
2601	Office Supplies	1,624	2,500	3,116	2,500	2,000	2,000
2993	Operational Supplies	1,494	1,500	1,439	1,500	1,500	1,500
3121	Travel	3,422	4,211	4,830	5,061	4,561	4,561
3122	Travel Salary Expense	2,400	2,400	2,400	2,493	2,493	2,493
3250	Postage	1,308	2,400	2,083	2,500	2,500	2,500
3410	Printing	255	275	275	275	275	275
3421	Copy Machine Cost	466	700	704	700	700	700
3521	Office Machine Maintenance	105	100	100	100	100	100
4541	Employee Personal Liability	13	14	14	15	15	15
4911	Subscriptions	132	217	217	217	217	217
4912	Fees & Dues	275	287	287	287	287	287
9561	Office Supplies	337	500	542	500	500	500
Fund Total:		199,571	207,960	192,752	215,549	214,408	214,408
Organization Total:		199,571	207,960	192,752	215,549	214,408	214,408

## COMMUNITY AFFAIRS FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	COMMUNITY AFFAIRS DIRECTOR	24
1	COMMUNITY AFFAIRS SPECIALIST	17
1	SENIOR ADMN. SUPPORT SPECIALIST	13
3	AUTHORIZED	

NUMBER OF EMPLOYEES:	FY 2011-12	3	FY 2012-13	3
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## FY 2012-2013 Budget

### Department Overview:

The mission of the Paramount Theatre is to support the community's love for the performing arts, produce community involvement and create a magical experience.

### Goals/Major Objectives:

- Increase ticket revenue
- Increase rental/usage
- Increase ticket sales service for renters added to revenue
- Create more opportunities for group attendance to theatre with overnight stay for occupancy revenue
- Initiate additional opportunities to partner with the community

### Significant Budget Issues:

- ASCAP/BMI Licensing Fee covers all city departments.
- Building Maintenance includes all annual inspections and equipment maintenance. Note: increase to HVAC maintenance to cover part replacement/calls
- Capital Outlay– Outlined in 10year-plan
- Performing Art Series includes 7 performances & 4 movies. Revenues expected to match or exceed expense.
- Staffing adjustments associated with Building Attendants, Custodian and Theatre Service Coordinator



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1018 Paramount Theater  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	68,555	79,047	77,822	89,877	89,877	89,877
1220	Salaries & Wages Overtime	90	0	135	0	0	0
1260	Salaries & Wages Part-Time	50,444	43,250	46,618	50,600	50,600	50,600
1810	Social Security	8,775	9,930	9,530	10,747	10,747	10,747
1821	NCLGERS-Retirement	4,927	6,041	5,028	6,139	6,058	6,058
1830	Hospital Insurance	10,572	11,400	11,400	12,672	12,672	12,672
1850	Unemployment Compensation		300	66	0	0	0
1860	Worker's Compensation	114	120	114	136	136	136
2111	Cleaning Supplies	4,324	3,850	3,850	4,050	4,050	4,050
2121	Uniforms	215	200	200	200	200	200
2601	Office Supplies	1,711	2,365	2,365	1,865	1,865	1,865
2993	Operational Supplies	5,327	4,000	4,000	3,650	3,650	3,650
3121	Travel	808	1,736	1,736	860	860	860
3210	Telephone	0	960	0	0	0	0
3250	Postage	861	1,725	1,725	1,500	1,500	1,500
3310	Electricity	40,027	42,000	42,000	42,000	42,000	42,000
3330	Natural Gas	2,716	3,000	3,000	1,500	1,500	1,500
3410	Printing	3,529	4,000	4,000	4,000	4,000	4,000
3511	Building Maintenance	28,250	29,340	29,340	22,290	22,290	22,290
3700	Advertising	13,264	13,750	13,750	15,750	12,750	12,750
4511	Multi-Peril Insurance	3,006	3,156	3,196	3,356	3,356	3,356
4541	Employee Personal Liability	4	5	5	5	5	5
4911	Subscriptions	115	132	132	132	132	132
4912	Fees & Dues	680	887	887	225	225	225
4924	Performance Series	35,029	38,000	38,000	35,000	33,500	33,500
5924	Canopy		0	0	8,500	0	0
9561	Office Supplies	27	200	200	200	200	200
	Fund Total:	283,370	299,394	299,099	315,254	302,173	302,173
	Organization Total:	283,370	299,394	299,099	315,254	302,173	302,173

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11-1018**

**FUND - GENERAL  
DEPARTMENT - PARAMOUNT THEATRE**

ITEM	REMARKS	ACCT NO	REQUESTED QTY    COST	APPROVED QTY    COST
Canopy - Loading Dock	New Request	5924	1      8,500	0
<b>TOTALS</b>			<b>8,500</b>	<b>0</b>

# PARAMOUNT THEATER FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
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1	PARAMOUNT THEATER DIRECTOR	23
1	THEATER SERVICE COORDINATOR	13

2	AUTHORIZED	
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NUMBER OF EMPLOYEES:	FY 2011-12	2	FY 2012-13	2
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Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1019 Postage Service Credits  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4974	Postage Credits	-20,936	-40,000	-25,000	-40,000	-40,000	-40,000
	Fund Total:	-20,936	-40,000	-25,000	-40,000	-40,000	-40,000
	Organization Total:	-20,936	-40,000	-25,000	-40,000	-40,000	-40,000



## **FISCAL YEAR 2012-13 BUDGET**

### **DEPARTMENT/DIVISION: INSPECTIONS**

#### **DEPARTMENT OVERVIEW:**

The Inspections Department is part of Development Services which enforces the North Carolina State Building Codes for building, electrical, plumbing, mechanical, fire, minimum housing, handicap accessibility, and the energy code. This division is also responsible for the issuance of all new business license permits, itinerant merchant permits and peddler permits. The Inspections Department is the first line of public safety and our goal is to follow building codes to ensure safe dwellings and commercial properties. We also help with the development enhancement process of Goldsboro, and provide extraordinary customer service for the public-at-large to meet the needs of the developing community and support the continual growth of Goldsboro.

#### **GOALS/MAJOR OBJECTIVES:**

- 1) 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."
- 2) Further develop a more cohesive operational environment in order to guide the public through the processes easier.
- 3) Continue increasing the value of the housing stock of Goldsboro through the utilization of the Minimum Housing Program and the Demolition by Neglect Program.
- 4) Maintain current number of departmental positions to accomplish departmental goals.

#### **SIGNIFICANT BUDGET ISSUES:**

- 1) Preserve the current software quality by annual up-upgrades. Also by adding modules for plans review and business licenses.
- 2) Move forward with the goal of being a "one stop shop."
- 3) Provide paid continuing education, required by their certifications, for Inspectors.



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1024 Inspections  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	454,415	439,917	447,806	487,991	458,655	420,797
1220	Salaries & Wages Overtime		0	2,059	0	0	0
1260	Salaries & Wages Part-Time		0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	32,773	35,949	34,415	37,332	35,088	32,192
1821	NCLGERS-Retirement	29,310	32,801	29,016	33,330	30,914	28,362
1830	Hospital Insurance	50,214	57,000	57,000	63,360	63,360	61,523
1850	Unemployment Compensation		0	0	3,000	3,000	3,000
1860	Worker's Compensation	1,024	1,076	2,548	1,218	1,218	1,218
1932	Medical Exams	96	200	100	200	200	200
1991	Consultant Fees	0	500	0	500	500	500
2123	Protective Clothing	0	100	0	100	100	100
2323	Other Training	2,326	4,475	4,475	10,274	5,000	5,000
2501	Vehicle Operation/Maintenance	11,840	16,000	15,000	16,000	13,000	13,000
2601	Office Supplies	3,811	4,600	4,600	4,600	4,600	4,600
2993	Operational Supplies	13,319	7,983	10,775	8,883	8,000	8,000
3121	Travel	4,890	7,280	7,280	9,385	7,500	7,500
3210	Telephone	2,613	2,580	2,700	2,880	2,880	2,880
3250	Postage	1,378	5,500	3,500	5,500	3,500	3,500
3410	Printing	30	400	0	400	400	400
3421	Copy Machine Cost	654	850	87	850	850	850
3521	Office Machine Maintenance	0	0	627	0	0	0
3522	Machine/Equipment Maintenance	85	350	0	350	350	350
3993	Building Demolition	32,924	25,000	65,000	100,000	50,000	50,000
4521	Auto Liability	1,226	1,287	1,244	1,306	1,306	1,306
4541	Employee Personal Liability	40	42	42	44	44	44
4911	Subscriptions	19	200	200	200	0	0
4912	Fees & Dues	945	3,177	3,000	3,387	1,387	1,387
4990	Equipment Expense		0	0	0	0	0
5401	Administrative Car		0	0	25,000	14,000	0
9561	Office Supplies	372	200	362	372	372	372
	Fund Total:	644,304	647,467	691,836	816,462	706,224	647,081
	Organization Total:	644,304	647,467	691,836	816,462	706,224	647,081

ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 11-1024

FUND - GENERAL  
DEPARTMENT - INSPECTIONS

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Admin. Car	Replacement of 1995 Minimum Housing Inspector's Truck.	5401	1	25,000		0
TOTALS				25,000		0

## INSPECTIONS FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	BUILDING CODE ADMINISTRATOR	25
5	BUILDING INSPECTOR III	21
1	MINIMUM HOUSING INSPECTOR	17
1	SENIOR ADMN. SUPPORT SPECIALIST	13
1	PERMIT TECHNICIAN	11
1	ADMINISTRATIVE SUPPORT SPECIALIST	11
10	AUTHORIZED	

NUMBER	OF EMPLOYEES:	FY 2011-12	10	FY 2012-13	10
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## FISCAL YEAR 2012-2013 BUDGET

### DEPARTMENT/DIVISION: DOWNTOWN DEVELOPMENT

#### DEPARTMENT OVERVIEW:

The Downtown Development Department exists to provide leadership dedicated to the improvement of downtown Goldsboro. The Department strives to spur private and public investments through initiatives that enhance the appearance, desirability and vitality of downtown Goldsboro. We work to facilitate a unified, proactive and comprehensive development effort within the framework of the Main Street structure for the City in cooperation with the Downtown Goldsboro Development Corporation and other stakeholders.

#### GOALS/MAJOR OBJECTIVES:

1. Experience an increase in public and private investment in downtown.
2. Experience an increase in net new business establishment downtown.
3. Increase mixed-use development downtown.
4. Maintain Main Street certification status.
5. Increase public awareness of downtown's value to community.
6. Establish new partnerships and strengthen existing ones that will enable City to move forward with implementation of Neighborhood Plan and Master Plan, particularly related to residential infill and development.
7. Support the DGDC Board and their volunteers as they work to benefit downtown.
8. Pursue and obtain funding from alternative sources to support initiatives outlined in the Master Plan or other projects beneficial to downtown.

#### SIGNIFICANT BUDGET ISSUES:

1. Maintain or increase levels of incentives, particularly Façade and Business Incentive Grant programs needed to meet goals.
2. Filling the discrepancy between expectations of staff and current resources.
3. Implementation of Master Plan recommendations long term.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1025 Downtown Development  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	155,817	154,667	128,938	159,007	159,007	159,007
1260	Salaries & Wages Part-Time	6,078	6,078	19,778	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	12,072	12,297	11,377	12,647	12,164	12,164
1821	NCLGERS-Retirement	10,050	10,796	8,317	10,861	10,717	10,717
1830	Hospital Insurance	15,856	17,100	17,100	19,008	19,008	19,008
1850	Unemployment Compensation	0	3,000	2,812	9,000	9,000	9,000
1860	Worker's Compensation	228	239	227	271	271	271
2323	Other Training	585	750	400	1,300	0	0
2601	Office Supplies	2,479	4,267	3,500	5,593	4,153	4,153
2993	Operational Supplies	3,559	3,000	3,000	3,000	2,750	2,750
3121	Travel	4,162	7,846	7,846	5,828	3,769	3,769
3210	Telephone	570	516	516	480	480	480
3250	Postage	3,046	3,760	3,250	3,760	3,000	3,000
3310	Electricity	2,175	2,400	2,400	3,600	3,600	3,600
3521	Office Machine Maintenance	19,248	19,800	19,800	19,800	19,800	19,800
3700	Advertising	10,981	0	0	0	0	0
3702	Communications and Marketing		0	0	5,510	3,000	3,000
3914	Contract Services	17,499	18,500	18,500	23,300	23,000	23,000
4541	Employee Personal Liability	9	9	9	9	9	9
4911	Subscriptions	160	280	280	280	280	280
4912	Fees & Dues	550	700	700	700	600	600
4991	Downtown Projects	14,995	0	0	37,285	0	0
5158	Wireless Connections		7,000	7,000	0	0	0
7160	Lease Purchase Payment		0	0	0	0	0
9561	Office Supplies	110	200	100	300	300	300
	Fund Total:	280,229	273,205	255,850	321,539	274,908	274,908
	Organization Total:	280,229	273,205	255,850	321,539	274,908	274,908



# **DOWNTOWN DEVELOPMENT FY 2012-13**

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	DGDC DIRECTOR	26
1	PROMOTIONS COORDINATOR	18
1	ADMINISTRATION ASSISTANT	17
 3	 AUTHORIZED	

<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>3</b>	<b>FY 2012-13</b>	<b>3</b>
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## **FISCAL YEAR 2012-2013 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:**

- 1- Continue to support Server and Desktop Virtualization; Replace MDTs in Police Vehicles to meet CJIS requirements. Replace MDTs in Fire Trucks.
- 2- Replace failing UPS in the IT Server Room.
- 3- Connect City Facilities to a fiber network that is centralized in the IT Department.
- 4- Provide more training for IT staff to keep up-to-date with current technology.

#### **SIGNIFICANT BUDGET ISSUES:**

Replacement costs for MDTs.  
Cost to complete fiber connections to City facilities.  
Cost of software maintenance and support.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1030 Information Technology  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	198,373	239,838	225,346	256,507	256,507	256,507
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	15,085	19,572	17,239	19,623	19,623	19,623
1821	NCLGERS-Retirement	12,795	17,858	14,535	17,520	17,289	17,289
1830	Hospital Insurance	21,143	28,500	28,500	31,680	31,680	31,680
1860	Worker's Compensation	341	359	699	407	407	407
1991	Consultant Fees	17,949	18,900	18,900	22,783	8,100	8,100
2323	Other Training	3,865	9,400	8,550	27,390	10,590	10,590
2993	Operational Supplies	20,147	7,850	10,345	16,750	12,350	12,350
3121	Travel	2,096	9,850	6,000	11,550	6,650	6,650
3210	Telephone	163,967	173,700	173,700	179,020	170,000	170,000
3250	Postage	254	300	100	150	150	150
3421	Copy Machine Cost	0	50	0	0	0	0
3511	Building Maintenance	5,823	0	16,874	2,500	2,500	2,500
3950	Education Reimbursement	0	0	0	0	0	0
4211	Cisco Smart Net Maintenance	22,096	30,000	30,000	30,000	25,000	25,000
4221	Software License Fees	220,166	273,133	270,000	326,714	317,114	317,114
4541	Employee Personal Liability	13	14	14	15	15	15
4912	Fees & Dues	0	25	25	0	0	0
4990	Equipment Expense	17,040	5,600	4,674	39,700	0	0
5158	Wireless Connections	0	0	0	10,000	0	0
5202	Technology Capital		79,322	67,500	221,816	123,323	123,323
	Fund Total:	721,153	914,271	893,001	1,214,125	1,001,298	1,001,298
	Organization Total:	721,153	914,271	893,001	1,214,125	1,001,298	1,001,298

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11-1030**

**FUND - GENERAL  
DEPARTMENT - INFORMATION TECHNOLOGY**

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Wireless Connections	Upgrade Wireless Infrastructure	5158		10,000		0
Technology Capital	Municipal Lease	5202		221,816		123,323
<b>TOTALS</b>				<b>231,816</b>		<b>123,323</b>

## INFORMATION TECHNOLOGY FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	IT DIRECTOR	27
1	NETWORK ADMINISTRATOR	22
1	SERVER ADMINISTRATOR	22
1	WEB & USER SUPPORT TECHNICIAN	19
1	COMPUTER SYSTEMS ADMIN	18
5	AUTHORIZED	

NUMBER	OF EMPLOYEES:	FY 2011-12	5	FY 2012-13	5
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## **FISCAL YEAR 2012-13 BUDGET**

**DEPARTMENT/DIVISION: PUBLIC WORKS/ADMINISTRATION**

### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Administration Division are as follows

### **GOALS/MAJOR OBJECTIVES:**

- Ensure quality services to our citizenry
- Maintain quality and prompt support for other city departments
- Maintain and improve department and City efficiency through all means available, including conservation, consolidation, etc.
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas

### **SIGNIFICANT BUDGET ISSUES:**

- Rising costs of all petroleum related items, including fuels, oils, tires, asphalt, etc.
- Rising costs associated with the maintenance of an aging equipment fleet
- Rising costs associated with the maintenance and operation of aging infrastructure and facilities
- Employee pay scale update needs

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1111 Public Works - Adm & Grounds  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	134,365	105,085	110,700	133,791	133,791	133,791
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	9,890	10,334	8,469	10,235	10,235	10,235
1821	NCLGERS-Retirement	8,666	9,429	7,140	9,138	9,017	9,017
1830	Hospital Insurance	10,571	11,400	11,400	12,672	12,672	12,672
1860	Worker's Compensation	228	239	227	271	271	271
1991	Consultant Fees	0	0	0	7,200	3,600	3,600
2323	Other Training		0	0	450	450	450
2501	Vehicle Operation/Maintenance	797	1,700	1,500	2,000	2,000	2,000
2598	Fuel Tank Maintenance	1,505	1,260	1,260	1,260	1,260	1,260
2601	Office Supplies	3,384	4,000	3,500	4,000	4,000	4,000
2993	Operational Supplies	3,648	4,000	4,000	4,000	4,000	4,000
3121	Travel		0	0	500	500	500
3210	Telephone	498	516	516	480	480	480
3250	Postage	37	75	25	50	50	50
3310	Electricity	89,653	116,300	110,000	116,300	113,100	113,100
3330	Natural Gas	30,800	57,330	20,000	30,000	26,800	26,800
3410	Printing	0	50	0	50	50	50
3421	Copy Machine Cost	1,729	1,800	1,800	2,100	2,100	2,100
3914	Contract Services	10,715	10,700	10,700	10,700	10,700	10,700
3996	Clean and Cut Lots	22,778	22,778	22,778	22,778	22,778	22,778
4511	Multi-Peril Insurance	14,245	14,957	15,147	15,904	15,904	15,904
4521	Auto Liability	1,233	1,295	1,252	1,315	1,315	1,315
4541	Employee Personal Liability	9	9	9	9	9	9
4912	Fees & Dues	190	300	300	350	350	350
9561	Office Supplies	133	100	100	100	100	100
	Fund Total:	345,074	373,657	330,823	385,653	375,532	375,532
	Organization Total:	345,074	373,657	330,823	385,653	375,532	375,532

# **PUBLIC WORKS - ADMIN FY 2012-13**

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	PUBLIC WORKS DIRECTOR	32
1	SENIOR ADMN. SUPPORT SPECIALIST	13

2	AUTHORIZED
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NUMBER	OF EMPLOYEES:	FY 2011-12	2	FY 2012-13	2
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## **FISCAL YEAR 2012-2013 BUDGET**

**DEPARTMENT/DIVISION: PUBLIC WORKS/GARAGE**

### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Garage Division are as follows

### **GOALS/MAJOR OBJECTIVES:**

- Continue staff training to remain current with the repair/maintenance of modern vehicles and equipment
- Reduce down time of equipment by improving “turn around” time
- Track fuel use and advise agencies of same

### **SIGNIFICANT BUDGET ISSUES:**

- Managing rising fuel costs and other petroleum related costs
- Replacement of outdated welding equipment
- High cost of maintaining an aging equipment fleet

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1114 Garage  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	406,325	404,898	396,446	423,684	397,075	397,075
1220	Salaries & Wages Overtime	813	0	2,304	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	30,041	33,270	30,504	32,412	30,377	30,377
1821	NCLGERS-Retirement	26,261	30,356	25,719	28,938	26,763	26,763
1830	Hospital Insurance	63,431	68,400	68,400	69,696	69,696	69,696
1860	Worker's Compensation	1,252	1,315	1,418	1,489	1,489	1,489
1991	Consultant Fees	9,200	0	20,000	20,000	20,000	20,000
2111	Cleaning Supplies	375	350	350	450	450	450
2123	Protective Clothing	155	450	450	450	450	450
2124	Shoes-Steel Toe	767	940	900	940	940	940
2323	Other Training	430	875	500	2,565	1,065	1,065
2501	Vehicle Operation/Maintenance	2,951	5,500	3,600	5,500	5,500	5,500
2511	Oil & Lubricants	25,221	24,500	24,500	30,000	30,000	30,000
2520	Tires & Tubes	122,278	120,000	120,000	125,000	125,000	125,000
2521	Tire Repairs	20,012	20,000	20,000	22,000	22,000	22,000
2531	Automotive Parts	254,879	300,000	296,000	310,000	300,000	300,000
2592	Gasoline	615,279	680,000	731,000	697,000	696,000	696,000
2593	Batteries	10,381	11,000	11,000	15,000	11,000	11,000
2595	Car Wash	5,277	9,000	9,000	8,000	8,000	8,000
2596	Diesel Fuel	426,941	491,500	561,500	515,300	514,300	514,300
2601	Office Supplies	202	350	350	250	250	250
2993	Operational Supplies	57,145	21,500	20,000	26,100	22,100	22,100
2994	Tools	1,477	2,000	2,000	2,000	2,000	2,000
2995	Welding Supplies	1,062	1,500	1,200	1,000	1,000	1,000
2999	Welding Gases	550	700	700	700	700	700
3121	Travel	0	100	0	100	100	100
3210	Telephone	498	516	516	480	480	480
3250	Postage	0	25	0	15	15	15
3410	Printing	0	50	0	50	50	50
3522	Machine/Equipment Maintenance	6,695	7,000	7,000	7,500	7,500	7,500
3531	Outside Repairs	3,747	13,000	12,000	13,000	13,000	13,000
4391	Equipment Rent	5,070	5,500	5,000	5,000	5,000	5,000
4511	Multi-Peril Insurance	3,051	3,204	3,244	3,406	3,406	3,406
4521	Auto Liability	1,426	1,497	1,447	1,519	1,519	1,519
4541	Employee Personal Liability	49	52	52	55	55	55
4912	Fees & Dues	92	200	200	200	200	200
4990	Equipment Expense		0	0	0	0	0
5128	Scanner	1,297	0	0	0	0	0
5227	Fuel Island Refurbishing	53,990	0	0	0	0	0
5408	One Ton Truck		0	0	0	0	0
5524	Welding Equipment		0	0	30,000	0	0



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1114 Garage  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
5644	Power Lifts		0	0	45,000	27,000	27,000
5837	Shelter Construction		0	0	0	0	0
	Fund Total:	2,158,620	2,259,548	2,377,300	2,444,799	2,344,480	2,344,480
	Organization Total:	2,158,620	2,259,548	2,377,300	2,444,799	2,344,480	2,344,480

# ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 11-1114

FUND - GENERAL  
DEPARTMENT - GARAGE

ITEM	REMARKS	ACCT NO	REQUESTED QTY COST	APPROVED QTY COST
Welding Equipment	Replacement of Existing Welding Equipment	5524	30,000	0
Vehicle Lift Replacement	Replacement of Existing Vehicle Lifts	5644	5 45,000	3 27,000
TOTALS			75,000	27,000

## GARAGE FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	FLEET MAINTENANCE SUPERINTENDENT	20	
1	FLEET MAINTENANCE SUPERVISOR	16	
2	SENIOR FLEET MECHANIC	15	
2	FLEET MECHANIC II	14	
1	WELDER	14	
2	FLEET MECHANIC I	12	
1	ADMIN. SUPPORT SPECIALIST	11	
	<b>FLEET SERVICE TECHNICIAN</b>	<b>10</b>	<b>Position Eliminated FY 12-13</b>
1	FLEET PARTS SPECIALIST	9	
 11	 AUTHORIZED		

NUMBER	OF EMPLOYEES:	FY 2011-12	12	FY 2012-13	11
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Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1115 Garage Service Credits  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4972	Garage Service Credits	-1,007,598	-1,600,000	-1,500,000	-1,600,000	-1,650,000	-1,650,000
	Fund Total:	-1,007,598	-1,600,000	-1,500,000	-1,600,000	-1,650,000	-1,650,000
	Organization Total:	-1,007,598	-1,600,000	-1,500,000	-1,600,000	-1,650,000	-1,650,000



## **FISCAL YEAR 2012-2013 BUDGET**

**DEPARTMENT/DIVISION: PUBLIC WORKS/BUILDING & TRAFFIC**

### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Building and Traffic Maintenance Division are as follows

### **GOALS/MAJOR OBJECTIVES:**

- Continued maintenance of City facilities
- Continue to provide support for other departments
- Facilitate a smooth transition to the new traffic signal system operations

### **SIGNIFICANT BUDGET ISSUES:**

- Possible staffing shortage for the maintenance of a 149 intersection signal system
- Costs for materials needed for compliance with new traffic sign reflectivity requirements
- Possible staffing shortage issues for other maintenance and support responsibilities after the new signal system is operational
- Re-striping of City maintained streets
- Items removed from the budget request prior to its submittal include funding for maintenance complex roof replacement, new Christmas decorations for downtown, and one 5-ton HVAC for one area of the Complex



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1133 Building & Traffic Maintenance  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	304,900	274,318	288,256	305,044	280,908	280,908
1220	Salaries & Wages Overtime	940	2,000	2,000	6,000	6,000	6,000
1270	Salaries & Wages Longevity		0	0	0	0	0
1274	Call Duty Pay	5,200	5,200	5,200	6,500	6,500	6,500
1810	Social Security	23,270	23,943	23,008	24,293	22,446	22,446
1821	NCLGERS-Retirement	20,062	21,846	19,399	21,689	19,776	19,776
1830	Hospital Insurance	42,287	45,600	45,600	50,688	50,688	50,688
1860	Worker's Compensation	797	837	794	948	948	948
2121	Uniforms	364	1,050	1,050	1,050	1,050	1,050
2123	Protective Clothing	0	175	175	175	175	175
2124	Shoes-Steel Toe	608	546	546	546	546	546
2323	Other Training	198	2,150	2,150	550	550	550
2501	Vehicle Operation/Maintenance	11,314	12,000	12,000	12,000	12,000	12,000
2993	Operational Supplies	36,696	46,000	50,000	50,000	46,000	46,000
2994	Tools	376	400	400	400	400	400
3121	Travel	84	800	300	500	500	500
3210	Telephone	2,150	2,064	2,000	1,920	1,920	1,920
3250	Postage	0	25	0	15	15	15
3312	Traffic Signal Electricity	18,734	100,000	100,000	107,000	15,000	15,000
3511	Building Maintenance	7,082	25,000	23,500	33,300	33,300	33,300
3515	Roof Repairs		0	0	60,000	60,000	60,000
3522	Machine/Equipment Maintenance	21,249	11,000	10,500	11,000	11,000	11,000
3591	Radio Maintenance	2,589	3,000	2,500	8,000	8,000	8,000
3592	Maintenance Materials	6,105	43,500	41,500	57,745	50,000	50,000
3914	Contract Services		0	0	21,800	21,800	0
4401	Generator Contract	1,500	1,500	1,500	1,500	1,500	1,500
4511	Multi-Peril Insurance	4,242	4,455	4,511	4,737	4,737	4,737
4521	Auto Liability	2,069	2,172	2,100	2,205	2,205	2,205
4541	Employee Personal Liability	31	33	33	35	35	35
4912	Fees & Dues	140	140	140	140	140	140
5469	Utility Van		0	0	0	0	0
5674	Christmas Decorations		0	0	0	0	0
5810	Gas Pak A/C Units		0	0	8,000	0	0
5896	Radio Sys Conversion Phase III		0	0	0	0	0
	Fund Total:	512,987	629,754	639,162	797,780	658,139	636,339
	Organization Total:	512,987	629,754	639,162	797,780	658,139	636,339

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11-1133**

**FUND - GENERAL  
DEPARTMENT - BUILDING & TRAFFIC MAINTENANCE**

ITEM	REMARKS	ACCT NO	REQUESTED QTY    COST	APPROVED QTY    COST
A/C Unit	Replacement of existing unit	5810	8,000	0
<b>TOTALS</b>			<b>8,000</b>	<b>0</b>

## BUILDING AND TRAFFIC FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	BUILDING & TRAFFIC MAINT SUPERINTENDENT	20
1	SIGNAL SYSTEM MAINT SUPERVISOR	17
2	SENIOR BLDG & TRAFFIC MAINT. TECHNICIAN	15
2	BLDG & TRAFFIC MAINT. TECHNICIAN	13
1	SIGN TECHNICIAN	13
1	MAINTENANCE WORKER	7

8      AUTHORIZED

NUMBER	OF EMPLOYEES:	FY 2011-12	8	FY 2012-13	8
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## **FISCAL YEAR 2012-2013 BUDGET**

**DEPARTMENT/DIVISION: PUBLIC WORKS/CEMETERIES**

### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Cemetery Division are as follows

### **GOALS/MAJOR OBJECTIVES:**

- Continue to update our policies and procedures to remain current with changes in the industry, primarily the proliferation of cremations, cremation services, and the disposition of cremated remains

### **SIGNIFICANT BUDGET ISSUES:**

- The purchase of an additional mower-funds for this item have been removed from the 2011-12 budget request
- Future funding for expansion of both cemeteries
- Possible staffing shortage

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 1142 Cemetery  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	152,643	153,801	154,086	160,068	160,068	160,068
1220	Salaries & Wages Overtime		0	169	0	0	0
1260	Salaries & Wages Part-Time	4,990	8,938	8,938	8,938	8,938	8,938
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	12,039	14,745	12,484	12,929	12,929	12,929
1821	NCLGERS-Retirement	9,846	12,830	9,949	10,933	10,789	10,789
1830	Hospital Insurance	31,715	34,200	34,200	31,680	31,680	31,680
1850	Unemployment Compensation		0	0	1,700	1,700	1,700
1860	Worker's Compensation	683	717	1,918	811	811	811
2121	Uniforms	563	750	750	750	750	750
2123	Protective Clothing	145	150	150	250	250	250
2124	Shoes-Steel Toe	298	468	468	468	468	468
2323	Other Training	85	200	100	200	200	200
2501	Vehicle Operation/Maintenance	18,737	19,000	19,000	24,000	21,000	21,000
2993	Operational Supplies	7,405	11,000	10,500	15,000	12,000	12,000
2994	Tools	316	400	400	400	400	400
3121	Travel	0	100	0	100	100	100
3210	Telephone	995	1,032	1,000	960	960	960
3250	Postage	1	15	2	15	15	15
3310	Electricity	889	1,155	1,155	1,155	1,155	1,155
3321	Heating Fuel	868	1,000	500	1,000	1,000	1,000
3410	Printing	0	150	50	150	150	150
3511	Building Maintenance	2,185	1,700	1,400	2,000	2,000	2,000
3994	Tree Service	900	3,000	3,000	3,000	3,000	3,000
4511	Multi-Peril Insurance	536	563	570	599	599	599
4521	Auto Liability	1,418	1,489	1,439	1,511	1,511	1,511
4541	Employee Personal Liability	27	28	28	29	29	29
5431	Riding Lawnmower		0	0	10,000	10,000	10,000
5474	Dump Truck		0	0	0	0	0
5843	Cemetery Gate Renovations		0	0	0	0	0
	Fund Total:	247,284	267,431	262,256	288,646	282,502	282,502
	Organization Total:	247,284	267,431	262,256	288,646	282,502	282,502

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11-1142**

**FUND - GENERAL  
DEPARTMENT - CEMETERY**

ITEM	REMARKS	ACCT NO	REQUESTED QTY    COST	APPROVED QTY    COST
Riding Mower	New Request for Willowdale & Elmwood	5431	10,000	10,000
<b>TOTALS</b>			<b>10,000</b>	<b>10,000</b>



# CEMETERY FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	CEMETERY SUPERVISOR	17	
1	CEM. ASST./EQUIPMENT OPERATOR II	12	
1	<b>EQUIPMENT OPERATOR II</b>	<b>11</b>	<b>1 Position Eliminated FY 12-13</b>
2	SENIOR MAINTENANCE WORKER	9	

5 AUTHORIZED

NUMBER	OF EMPLOYEES:	FY 2011-12	6	FY 2012-13	(	5
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## **FISCAL YEAR 2012-13 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 managements, 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. Possible revenue shortfalls.
- C. Continue rising cost of fuel prices.
- D. Departmental capital project funding.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 2111 Finance  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	527,486	539,923	548,856	562,227	562,227	562,227
1220	Salaries & Wages Overtime		0	0	0	0	0
1260	Salaries & Wages Part-Time	13,879	0	1,097	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	38,842	41,305	42,071	43,011	43,011	43,011
1821	NCLGERS-Retirement	34,022	37,687	35,401	38,401	37,894	37,894
1830	Hospital Insurance	68,716	74,100	74,100	82,368	82,368	82,368
1850	Unemployment Compensation		0	0	900	900	900
1860	Worker's Compensation	5,467	1,673	1,588	1,895	1,895	1,895
1911	Audit	20,450	22,900	22,900	23,750	23,750	23,750
1915	Bank Fees	13,200	13,200	13,200	13,200	13,200	13,200
1932	Medical Exams	141	0	0	0	0	0
1991	Consultant Fees	13,540	37,500	39,000	51,600	42,100	42,100
2323	Other Training	15	700	500	1,225	725	725
2601	Office Supplies	8,046	8,500	8,500	9,500	9,500	9,500
2603	Postage Machine Supplies		0	0	0	0	0
2912	Data Processing Forms	0	800	500	950	950	950
2913	Miscellaneous D P Supplies	250	0	0	0	0	0
2993	Operational Supplies	2,802	2,700	2,500	3,550	3,050	3,050
3121	Travel	3,982	2,400	2,400	2,600	2,600	2,600
3210	Telephone		0	400	960	960	960
3250	Postage	7,228	7,000	7,000	7,000	7,000	7,000
3410	Printing	787	800	850	900	900	900
3421	Copy Machine Cost	401	500	500	500	500	500
3521	Office Machine Maintenance	1,636	2,400	2,400	2,400	2,400	2,400
3522	Machine/Equipment Maintenance	369	400	765	1,000	1,000	1,000
3950	Education Reimbursement		0	0	0	0	0
3999	Tax Listing	234,620	237,000	245,900	260,000	258,000	250,700
4531	Security Bonds	450	450	656	250	250	250
4541	Employee Personal Liability	63	66	66	69	69	69
4911	Subscriptions	407	525	405	500	500	500
4912	Fees & Dues	840	1,945	1,500	3,205	2,205	2,205
4990	Equipment Expense		0	0	0	0	0
5159	Imaging Equipment		0	0	0	0	0
9511	Stockroom-Office Supplies	7,372	8,000	8,000	8,000	8,000	8,000
9561	Office Supplies	314	500	500	500	500	500
	Fund Total:	1,005,325	1,042,974	1,061,555	1,120,461	1,106,454	1,099,154
	Organization Total:	1,005,325	1,042,974	1,061,555	1,120,461	1,106,454	1,099,154

## FINANCE FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	FINANCE DIRECTOR	32
1	ACCOUNTING SERVICES MANAGER	25
1	CUSTOMER SERVICE SUPERVISOR	20
1	FINANCIAL SPECIALIST	18
1	REVENUE COLLECTIONS SUPERVISOR	18
1	BUDGETARY ACCOUNTING TECHNICIAN	17
1	PAYROLL TECHNICIAN	15
1	ACCOUNTING TECHNICIAN	13
1	BILLING TECHNICIAN	13
1	SENIOR ADMN. SUPPORT SPECIALIST	13
3	COLLECTIONS SPECIALIST	10
13	AUTHORIZED	

<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>13</b>	<b>FY 2012-13</b>	<b>13</b>
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Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 2112 Office Supply Credits  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4973	Office Supply Credits	-7,097	-8,000	-8,000	-8,000	-8,000	-8,000
	Fund Total:	-7,097	-8,000	-8,000	-8,000	-8,000	-8,000
	Organization Total:	-7,097	-8,000	-8,000	-8,000	-8,000	-8,000





## **FISCAL YEAR 2012-13 BUDGET**

### **DEPARTMENT/DIVISION: DEPARTMENT OF PLANNING & COMM. DEV.**

#### **DEPARTMENT OVERVIEW:**

A part of Development Services, the Planning Department is responsible for planning the orderly growth and development of the City and its one-mile extraterritorial jurisdiction, including the administration of the City's transportation planning process. The department issues addresses and is responsible for administering and updating the City's Unified Development Ordinance (Zoning Code) and provides staff assistance to a number of various boards and commissions. In addition, all activities relative to Code Enforcement (illegal dumping, overgrown lots, junk vehicles) are also handled by the Planning Department.

#### **GOALS/MAJOR OBJECTIVES:**

- a. Maintain exceptional customer service in guiding the public through the numerous processes administered by department including change of zones, conditional uses, street closings, annexations, variances, subdivisions, certificates of appropriateness, etc.
- b. Continue to support other departments in needs relative to GIS, mapping, land use, etc.
- c. Provide staff support to Planning Commission, Appearance Commission, Historic District Commission, Transportation Advisory Committee and Technical Coordinating Committee.
- d. Submit all legal documentation as it relates to annexations and transportation-related tasks.
- e. Continue to work with the budget through Code Enforcement activities to beautify and improve the appearance of the City through education and management.
- f. Manage and maintain the City's development strategies by providing City Council with all necessary information with which to make decisions which will affect the citizenry.

#### **SIGNIFICANT BUDGET ISSUES:**

- a. Need to maintain and improve software and hardware in order to accomplish major objectives including those outlined in the GIS Strategic Plan.
- b. Manage an increasing workload while maintaining budgetary constraints.
- c. Provide increased staff assistance related to implementation of transportation-related goals.



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3151 Planning & Redevelopment  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	574,473	553,117	559,597	649,673	612,232	612,232
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	47,916	51,048	42,809	49,700	46,836	46,836
1821	NCLGERS-Retirement	41,601	46,577	36,094	44,373	41,265	41,265
1830	Hospital Insurance	66,153	74,100	74,100	76,032	76,032	76,032
1850	Unemployment Compensation		3,000	2,769	0	0	0
1860	Worker's Compensation	2,214	1,793	1,702	2,031	2,031	2,031
1932	Medical Exams	99	100	0	100	100	100
1991	Consultant Fees	20,710	55,000	127,007	35,000	15,000	15,000
2323	Other Training	5,480	5,000	5,112	5,000	3,300	3,300
2501	Vehicle Operation/Maintenance	4,805	5,700	5,700	6,000	4,500	4,500
2601	Office Supplies	1,010	900	601	600	600	600
2603	Postage Machine Supplies	36,848	45,000	41,161	48,000	42,000	42,000
2993	Operational Supplies	50,940	55,435	53,780	80,435	53,435	53,435
3121	Travel	893	2,615	2,253	5,415	4,000	4,000
3210	Telephone	2,961	3,540	2,217	2,400	2,400	2,400
3250	Postage	3,585	3,000	3,717	3,600	3,000	3,000
3410	Printing	369	500	3,193	800	800	800
3421	Copy Machine Cost	343	700	358	600	600	600
3513	Tree Replacement	5,997	5,000	13,500	7,900	4,000	4,000
3521	Office Machine Maintenance	0	0	627	0	0	0
3522	Machine/Equipment Maintenance	997	2,600	815	2,600	600	600
3532	Maintenance of Enhancement Areas	25,992	30,000	37,008	40,000	40,000	40,000
3950	Education Reimbursement	1,100	0	0	1,100	0	0
3991	Commission Expenses	1,030	1,565	1,300	2,065	2,065	2,065
3994	Tree Service	77,650	73,000	72,000	75,000	73,000	73,000
3996	Clean and Cut Lots	41,025	40,000	53,618	60,000	55,000	40,000
4521	Auto Liability	1,622	1,703	1,646	1,728	1,728	1,728
4541	Employee Personal Liability	67	71	71	75	75	75
4911	Subscriptions	115	220	17	220	220	220
4912	Fees & Dues	1,428	2,658	2,211	2,815	2,615	2,615
4990	Equipment Expense		0	0	2,000	2,000	2,000
5401	Administrative Car		0	0	28,000	0	0
9561	Office Supplies	530	600	505	600	600	600
9934	Transportation Planning	76,926	511,320	511,320	488,840	488,840	488,840
9960	Home Program Match	37,952	83,698	83,698	31,582	31,582	31,582
	Fund Total:	1,132,831	1,659,560	1,740,506	1,754,284	1,610,456	1,595,456
	Organization Total:	1,132,831	1,659,560	1,740,506	1,754,284	1,610,456	1,595,456

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11- 3151      FUND - GENERAL  
DEPARTMENT - PLANNING**

<b>ITEM</b>	<b>REMARKS</b>	<b>ACCT NO</b>	<b>REQUESTED QTY    COST</b>	<b>APPROVED QTY    COST</b>	
Admin. Car	Replacement of Code Enforcement Vehicle	5401	2    28,000		0    ***
<b>TOTALS</b>			<b>28,000</b>		<b>0</b>

**\*\*\* (1) Admin. Car to be purchased with current equipment loan - \$14,000.**

## PLANNING FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	DEVELOPMENT SERVICES DIRECTOR	32	
1	PLANNING SERVICES MANAGER	26	
1	SENIOR PLANNER	23	
1	ZONING ADMINISTRATOR	22	
1	GIS SPECIALIST	20	
1	SENIOR PLANNING TECHNICIAN	18	
1	ADMINISTRATIVE ASSISTANT	17	
1	PLANNING TECHNICIAN II	16	
1	PLANNING TECHNICIAN I	15	
2	ENVIRONMENTAL CODES INSPECTOR	15	
1	<b>ADMIN. SUPPORT SPECIALIST</b>	<b>11</b>	<b>1 Position Eliminated FY 12-13</b>
12	AUTHORIZED		

<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>13</b>	<b>FY 2012-13</b>	<b>12</b>
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## **FISCAL YEAR 2012-2013 BUDGET**

**DEPARTMENT/DIVISION: PUBLIC WORKS/STREETS & STORM SEWERS**

### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Streets & Storm Sewer Maintenance Division are as follows

### **GOALS/MAJOR OBJECTIVES:**

- Continue to improve efficiency of operations

### **SIGNIFICANT BUDGET ISSUES:**

- Replacement of a 1991 Backhoe (funds for this item have been removed from the 2011-12 budget request)
- Maintenance costs associated with aging equipment
- Increasing costs of raw materials needed for infrastructure repairs (concrete, asphalt, stone, etc.)
- Staffing shortages

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4134 Streets & Storm Sewers-General  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	795,128	739,427	757,760	795,103	741,819	741,819
1220	Salaries & Wages Overtime	7,369	4,500	33,000	4,500	4,500	4,500
1260	Salaries & Wages Part-Time		0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1274	Call Duty Pay	1,600	1,300	0	500	500	500
1810	Social Security	59,492	68,485	60,524	61,208	57,132	57,132
1821	NCLGERS-Retirement	51,865	62,487	51,030	54,647	50,336	50,336
1830	Hospital Insurance	142,716	153,900	153,900	152,064	152,064	152,064
1850	Unemployment Compensation	8,421	1,200	0	0	0	0
1860	Worker's Compensation	7,671	3,346	2,507	3,789	3,789	3,789
2121	Uniforms	2,241	3,000	3,000	3,000	3,000	3,000
2123	Protective Clothing	544	500	500	750	750	750
2124	Shoes-Steel Toe	1,644	2,106	2,106	2,106	2,106	2,106
2323	Other Training	2,727	2,890	2,500	2,590	2,590	2,590
2501	Vehicle Operation/Maintenance	157,637	185,000	185,000	190,000	190,000	190,000
2591	Fuel For Equipment	908	900	750	900	900	900
2993	Operational Supplies	21,790	35,000	35,000	40,000	35,000	35,000
2994	Tools	1,201	1,500	1,500	1,500	1,500	1,500
3121	Travel	35	350	250	350	350	350
3210	Telephone	2,488	2,580	2,400	2,400	2,400	2,400
3250	Postage	2	10	3	10	10	10
3311	Street Lights		0	0	0	0	0
3410	Printing	391	400	300	400	400	400
3522	Machine/Equipment Maintenance	1,418	5,000	4,000	5,000	5,000	5,000
3593	Street Repairs	33,735	30,000	30,000	30,000	30,000	30,000
3594	Sidewalk Repairs	10,098	15,000	13,000	15,000	15,000	15,000
4521	Auto Liability	2,300	2,415	2,334	2,451	2,451	2,451
4541	Employee Personal Liability	125	132	132	139	139	139
4912	Fees & Dues	115	350	275	350	350	350
5410	Backhoe		0	0	95,500	95,500	95,500
5471	1/2 Ton Pick-Up Truck		0	0	25,000	0	0
5632	Utility Vehicle		0	0	30,000	0	0
5991	Storm Drainage Improvements	1,025	2,500	1,000	5,000	5,000	5,000
	Fund Total:	1,314,686	1,324,278	1,342,771	1,524,257	1,402,586	1,402,586
	Organization Total:	1,314,686	1,324,278	1,342,771	1,524,257	1,402,586	1,402,586

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 11- 4134

FUND - GENERAL

DEPARTMENT - STREETS &amp; STORM SEWERS GENERAL

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Backhoe	Replacement of 1991 Case Backhoe	5410	1	95,500	95,500	***
1/2 Ton Pick-Up Truck	Replacement of 1994 Chevrolet 3500 Truck	5471	1	25,000	0	***
Utility Vehicle	Replacement of 1996 Dodge Truck	5632	1	30,000	0	
Storm Drainage Improvements	Materials in conjunction with installation of storm drainage pipe in roadside ditches	5991	1	5,000	5,000	
<b>TOTALS</b>				<b>155,500</b>	<b>100,500</b>	

\*\*\* Backhoe to be purchased with new loan proceeds

\*\*\*1/2 Ton Pick-Up Truck to be purchased with current equipment loan



## STREET AND STORMS FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	STREET MAINTENANCE SUPT.	22	
1	STORM WATER MAINTENANCE SUPT.	20	
1	STORM WATER MAINTENANCE SUPV.	15	
2	<b>EQUIPMENT OPERATOR IV</b>	<b>13</b>	<b>1 Position Eliminated FY 12-13</b>
1	MASON	13	
4	EQUIPMENT OPERATOR III	12	
4	EQUIPMENT OPERATOR II	11	
2	UTILITY MAINTENANCE MECHANIC	11	
3	EQUIPMENT OPERATOR I	10	
3	SENIOR MAINTENANCE WORKER	9	
1	<b>UTILITY MAINTENANCE WORKER</b>	<b>8</b>	<b>1 Position Eliminated FY 12-13</b>
1	<b>MAINTENANCE WORKER</b>	<b>7</b>	<b>1 Position Eliminated FY 12-13</b>

24 AUTHORIZED

NUMBER	OF EMPLOYEES:	FY 2011-12	27	FY 2012-13	24
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Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4135 Streets & Storm Sewers-Utilities  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
3311	Street Lights	580,349	625,000	625,000	715,000	625,000	617,980
3588	Street Resurfacing		0	0	0	0	0
3595	Railroad Signal Maintenance	19,508	22,000	22,000	22,000	22,000	22,000
3596	Bridge Inspections & Repairs	3,086	4,000	4,000	0	0	0
5993	Railroad Signals	0	10,000	0	10,000	10,000	10,000
	Fund Total:	602,943	661,000	651,000	747,000	657,000	649,980
	Organization Total:	602,943	661,000	651,000	747,000	657,000	649,980

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

**FISCAL YEAR 2012-2013**

**CODE: 11- 4135**

**FUND - GENERAL**

**DEPARTMENT - STREETS & STORM SEWERS UTILITIES**

ITEM

REMARKS

ACCT NO

REQUESTED	
QTY	COST

APPROVED	
QTY	COST

## Railroad Signals

To fund the City's share (10%) of signals installed by the State at various locations within the city limits 5993

10,000

10,000

**TOTALS**

10,000

**10,000**

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4136 Street Paving Division  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
3588	Street Resurfacing		0	0	610,000	0	0
5991	Storm Drainage Improvements		0	0	85,000	0	0
	Fund Total:	0	0	0	695,000	0	0
	Organization Total:	0	0	0	695,000	0	0

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11- 4136**

**FUND - GENERAL  
DEPARTMENT - STREET PAVING**

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Storm Drainage Improvements	Non-Petitioned Storm Drainage Improvements	5991		85,000		0
<b>TOTALS</b>				<b>85,000</b>		<b>0</b>



## **FISCAL YEAR 2012-2013 BUDGET**

**DEPARTMENT/DIVISION: PUBLIC WORKS/SANITATION**

### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Sanitation Division are as follows

### **GOALS/MAJOR OBJECTIVES:**

- Extend life expectance of vehicles and equipment through regular maintenance and upgrades
- Prepare for transition to single stream recycling program

### **SIGNIFICANT BUDGET ISSUES:**

- Replacement of a 1992 and a 1993 leaf loader (funds for the replacement of these items have been removed from the budget request
- Replacement of aging, frontline equipment. The following items were removed from the 2011-12 budget request prior to its submittal: replacements for 1992 and a 1993 leaf collection trucks, a replacement for a 1992 refuse truck, a replacement for a 1994 pickup truck, a replacement for a 1993 open-body refuse truck, replacements for two nineteen year old leaf trailers, a replacement for a 1994 75 cu. yd. transfer trailer, and a replacement for a 1998 recycling trailer.
- Repair costs and down time associated with an aging fleet of equipment



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4143 Sanitation  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	1,492,132	1,393,538	1,474,706	1,549,700	1,524,357	1,447,299
1220	Salaries & Wages Overtime	12,541	16,200	30,000	16,200	16,200	16,200
1260	Salaries & Wages Part-Time		0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1272	Holiday Pay	46,597	51,600	51,000	51,600	51,600	51,600
1810	Social Security	114,927	121,738	118,472	123,739	121,800	115,905
1821	NCLGERS-Retirement	100,057	111,076	99,888	110,476	107,312	102,119
1830	Hospital Insurance	259,013	279,300	279,300	304,128	304,128	292,386
1850	Unemployment Compensation	5,076	1,500	1,399	0	0	0
1860	Worker's Compensation	13,322	5,378	17,243	6,091	6,091	6,091
2121	Uniforms	6,040	7,400	7,400	7,400	7,400	7,400
2123	Protective Clothing	2,021	2,000	2,000	2,000	2,000	2,000
2124	Shoes-Steel Toe	4,335	3,822	3,822	3,822	3,822	3,822
2323	Other Training	325	1,500	1,000	1,500	1,500	1,500
2501	Vehicle Operation/Maintenance	414,084	449,000	449,000	450,000	440,000	440,000
2511	Oil & Lubricants	600	1,250	1,200	1,250	1,250	1,250
2993	Operational Supplies	20,719	19,300	19,000	19,300	19,300	19,300
2994	Tools	2,163	1,475	1,475	1,475	1,475	1,475
3121	Travel	788	875	75	1,000	1,000	1,000
3210	Telephone	1,990	2,064	2,000	1,920	1,920	1,920
3250	Postage	115	125	76	125	125	125
3310	Electricity	3,300	3,625	3,625	3,625	3,625	3,625
3410	Printing	3,449	3,500	2,500	3,500	3,500	3,500
3522	Machine/Equipment Maintenance	21,460	5,300	5,000	5,300	5,300	5,300
3604	Trash Container Purchases	0	18,000	18,000	23,000	10,000	0
3913	Landfill Charges	368,282	385,000	385,000	410,000	395,000	395,000
3914	Contract Services	3,000	3,000	3,000	3,000	3,000	3,000
4511	Multi-Peril Insurance	2,109	2,215	2,243	2,355	2,355	2,355
4521	Auto Liability	26,443	27,765	26,838	28,180	28,180	28,180
4541	Employee Personal Liability	202	212	212	223	223	223
4912	Fees & Dues	18,586	1,246	1,246	1,246	1,246	1,246
5307	Transfer Station Refurbishing		0	0	0	0	0
5432	1/4 Ton Pick-Up Truck		0	0	0	0	0
5433	Recycling Trailer		0	0	0	0	0
5440	Leaf Vacuum Loader		0	0	23,000	23,000	23,000
5458	Recycling Truck	67,084	0	0	275,000	150,000	150,000
5471	1/2 Ton Pick-Up Truck		0	0	20,000	0	0
5596	Transfer Trailer		0	0	0	0	0
5622	Leaf Collector Truck		0	0	70,000	0	0
5941	Concrete Pad		0	0	0	0	0
7160	Lease Purchase Payment	28,261	0	0	0	0	0
	Fund Total:	3,039,021	2,919,004	3,006,720	3,520,155	3,236,709	3,126,821

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 11- 4143      FUND - GENERAL  
 DEPARTMENT - SANITATION

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Leaf Vacuum Loader	Replacement of a 1993 Leaf Vacuum Loader	5440	1	23,000		23,000
Garbage Truck	New Request for Recycling Program	5458	1	275,000		150,000 ***
1/2 Ton Pick-Up Truck	Replacement of 1985 Oldsmobile	5471	1	20,000		0 ***
Leaf Collection Truck	Replacement of 1993 Leaf Collection Truck	5622	1	70,000		0
<b>TOTALS</b>				<b>388,000</b>		<b>173,000</b>

\*\*\*Garbage Truck to be purchased with new loan proceeds - \$150,000

\*\*\*1/2 Ton Truck to be purchased with current equipment loan - \$14,000

## SANITATION FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	SANITATION SUPERINTENDENT	22	
3	SANITATION SUPERVISOR	19	
3	EQUIPMENT OPERATOR III	12	
17	EQUIPMENT OPERATOR II	11	
1	ADMINISTRATIVE SUPPORT SPECIALIST	11	
23	<b>SANITATION WORKER</b>	<b>8</b>	<b>1 Position Eliminated FY 12-13</b>
48	AUTHORIZED		

NUMBER	OF EMPLOYEES:	FY 2011-12	49	FY 2012-13	48
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## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: ENGINEERING DEPARTMENT**

#### **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, prepare assessment rolls and maintain assessment files. We provide assistance for new connections to the City utilities and maintain records for utility tap connections.

#### **GOALS/MAJOR OBJECTIVES:**

The Engineering Department has several goals/objectives, such as, water and sewer infrastructure rehabilitation, street resurfacing, and storm drainage improvements. With the recent completion of the traffic signal system, the department anticipates reducing the overall delay at the signalized intersections for our major corridors. The traffic engineer is responsible for determining warrants for new traffic signals, traffic patterns, stop signs, speed limits, and other traffic related matters.

#### **SIGNIFICANT BUDGET ISSUES:**

With the infrastructure improvements needed throughout the City of Goldsboro the Engineering Department needs funding for several capital improvement projects as listed in our 10-year plan. Limited funding postpones critical infrastructure needs.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4172 Engineering  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	351,626	357,993	423,419	435,316	435,316	435,316
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	26,124	32,069	32,392	33,302	33,302	33,302
1821	NCLGERS-Retirement	22,680	29,260	27,311	29,733	29,340	29,340
1830	Hospital Insurance	31,720	39,900	39,900	44,352	44,352	44,352
1860	Worker's Compensation	797	837	794	948	948	948
1991	Consultant Fees	31,560	38,000	58,000	58,000	28,000	28,000
2123	Protective Clothing	0	100	100	100	100	100
2124	Shoes-Steel Toe	234	320	200	320	200	200
2323	Other Training	336	750	750	4,000	1,000	1,000
2391	First Aid	0	50	50	50	50	50
2501	Vehicle Operation/Maintenance	3,629	5,000	5,000	7,500	6,000	6,000
2601	Office Supplies	358	550	500	550	550	550
2993	Operational Supplies	18,517	26,300	25,000	26,000	26,000	26,000
2994	Tools	0	100	100	100	100	100
3121	Travel	711	1,000	800	1,000	1,000	1,000
3210	Telephone	1,474	1,512	1,512	2,400	1,440	1,440
3250	Postage	515	600	600	400	400	400
3410	Printing	0	375	375	375	375	375
3421	Copy Machine Cost	619	715	200	300	300	300
3422	Outside Copy Machine Cost	0	50	50	100	100	100
3521	Office Machine Maintenance	0	100	627	650	650	650
3522	Machine/Equipment Maintenance	0	125	125	125	125	125
3700	Advertising	3,544	3,600	3,575	3,600	3,600	3,600
4521	Auto Liability	3,400	3,570	3,451	3,624	3,624	3,624
4541	Employee Personal Liability	31	33	33	35	35	35
4911	Subscriptions	726	500	300	500	500	500
4912	Fees & Dues	2,034	3,170	3,170	3,300	3,300	3,300
4990	Equipment Expense		700	630	3,600	2,500	2,500
5405	Survey Van		0	0	0	0	0
9561	Office Supplies	447	200	300	200	200	200
	Fund Total:	501,082	547,479	629,264	660,480	623,407	623,407
	Organization Total:	501,082	547,479	629,264	660,480	623,407	623,407

## ENGINEERING FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	CITY ENGINEER	30
1	CIVIL ENGINEER	24
1	ENGINEERING TECHNICIAN	18
1	CONSTRUCTION INSPECTOR	18
1	SURVEY TECHNICIAN	16
1	ENGINEERING PROPERTY TECHNICIAN	13
1	TRAFFIC ENGINEER	25

7      AUTHORIZED

<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>7</b>	<b>FY 2012-13</b>	<b>7</b>
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## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: FIRE / 5120**

#### **DEPARTMENT OVERVIEW:**

The Goldsboro Fire Department protects lives, the environment, and property by providing prompt, skillful, and cost-effective fire protection and life safety services. The GFD is responsible for providing emergency services that include firefighting, Haz-Mat response, technical rescue, confined space and trench rescue, vehicle extrication, search and rescue, EMS first responders, building preplanning, fire inspection and code enforcement, hydrant flushing and inspection, and life safety education. The GFD operates 5 Engine Companies and 1 Ladder Company out of 5 stations throughout the city, along with various administrative vehicles. The GFD has 82 fire personnel and one administrative employee.

#### **GOALS/MAJOR OBJECTIVES:**

Maintain minimum staffing as required by ISO and NFPA, which will require an increase in the amount of overtime funds as opposed to using compensatory time.

Replace our existing Brush Truck (a 1976 Mini Pumper) with a more effective, cost-efficient 4-wheel drive pickup truck and skid unit. This will be a more capable vehicle to access areas that a fire pumper cannot, such as the newly annexed Waynesborough Park.

Continue to reduce fuel consumption through a variety of measures: purchase a turnout gear washer to reduce trips between stations, replace our 1976 Brush Truck with a more fuel efficient truck, replace our Special Rescue van (a 1988 model) with a trailer to haul our rescue equipment, replace aging staff vehicles with more fuel-efficient models, and purchase training material and equipment that allow training to be conducted in-station.

#### **SIGNIFICANT BUDGET ISSUES:**

Our request for overtime pay is \$42,000 which will allow us to reduce the amount of compensatory time given and increase staffing levels to ensure that we always maintain minimum staffing.

Replacing our current 1976 Brush Truck will cost an estimated \$92,000. This will allow us to purchase a much more effective, reliable, and fuel-efficient vehicle for wildland fires.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 5120 Fire Department  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	3,424,634	3,335,601	3,485,249	3,648,123	3,548,756	3,548,756
1220	Salaries & Wages Overtime	19,777	29,000	35,424	42,000	35,000	35,000
1260	Salaries & Wages Part-Time		0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1272	Holiday Pay	127,361	124,000	112,331	126,000	120,000	120,000
1810	Social Security	265,628	280,266	270,275	291,934	288,341	288,341
1821	NCLGERS-Retirement	230,380	255,720	227,879	260,642	254,042	254,042
1830	Hospital Insurance	438,738	473,100	473,100	525,888	525,888	525,888
1850	Unemployment Compensation		1,000	1,462	5,000	5,000	5,000
1860	Worker's Compensation	35,851	9,203	44,251	10,423	10,423	10,423
1931	Medical Treatment	0	1,700	1,500	1,700	1,700	1,700
1932	Medical Exams	24,525	24,000	24,000	25,500	25,500	25,500
2111	Cleaning Supplies	5,947	5,950	5,900	7,000	6,500	6,500
2121	Uniforms	33,250	34,200	34,000	38,000	38,000	38,000
2123	Protective Clothing	34,978	38,098	38,000	50,410	45,410	45,410
2125	Shoes-Uniform	2,325	6,273	5,250	7,380	7,380	7,380
2323	Other Training	12,391	13,250	13,000	14,830	13,830	13,830
2391	First Aid	3,764	3,664	3,650	4,727	4,727	4,727
2501	Vehicle Operation/Maintenance	77,513	94,000	92,000	95,000	95,000	95,000
2511	Oil & Lubricants	357	500	450	600	600	600
2594	Vehicle Repairs	20,004	72,270	70,000	64,000	54,000	54,000
2601	Office Supplies	2,504	2,700	2,700	3,000	3,000	3,000
2993	Operational Supplies	125,059	61,000	60,000	78,000	70,000	70,000
2994	Tools	7,925	5,400	5,200	10,000	7,000	7,000
3121	Travel	640	1,542	1,300	2,000	2,000	2,000
3210	Telephone	2,826	3,060	3,060	3,360	3,360	3,360
3250	Postage	398	400	200	400	400	400
3310	Electricity	29,029	33,000	32,500	33,000	33,000	33,000
3330	Natural Gas	9,790	9,000	5,500	9,000	8,000	8,000
3410	Printing	121	600	400	600	600	600
3511	Building Maintenance	25,987	30,900	29,000	34,000	30,000	30,000
3521	Office Machine Maintenance	20	400	200	400	400	400
3522	Machine/Equipment Maintenance	6,390	10,000	8,000	10,000	10,000	10,000
3950	Education Reimbursement	1,716	2,500	1,900	2,500	2,500	2,500
4401	Generator Contract	1,390	1,500	1,500	1,500	1,500	1,500
4511	Multi-Peril Insurance	3,610	3,791	3,839	4,031	4,031	4,031
4512	Boiler & Machinery		0	0	0	0	0
4521	Auto Liability	46,762	49,100	41,150	43,208	43,208	43,208
4541	Employee Personal Liability	345	362	362	380	380	380
4911	Subscriptions	900	925	925	950	950	950
4912	Fees & Dues	3,185	3,140	3,136	3,344	3,344	3,344
4990	Equipment Expense	7,074	0	0	3,200	3,200	3,200

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 5120 Fire Department  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
5157	Software Expense		0	0	0	0	0
5401	Administrative Car		0	0	40,000	20,000	20,000
5444	Fire Pumper	780,238	0	0	92,000	0	0
5521	Fire Hose	8,204	9,000	2,425	10,000	10,000	10,000
5527	Miscellaneous Equipment	3,480	18,000	12,367	0	0	0
5672	Utility Trailer		0	0	7,500	7,500	7,500
5735	Air Packs	43,295	17,580	16,500	23,300	20,000	20,000
5856	Fire Station Renovations		0	0	0	0	0
5925	Washer		0	0	7,500	0	0
9561	Office Supplies	486	500	450	500	500	500
	Fund Total:	5,868,797	5,066,195	5,170,335	5,642,830	5,364,970	5,364,970
	Organization Total:	5,868,797	5,066,195	5,170,335	5,642,830	5,364,970	5,364,970

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 11- 5120

FUND - GENERAL  
DEPARTMENT - FIRE DEPARTMENT

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Admin. Car	Replacement of 1998 Ford Crown Victoria Replacement of 2000 Ford Explorer	5401	2	40,000	1	20,000
Brush Truck	Replacement of 1976 Mini Pumper	5444	1	92,000		0
Fire Hose	Replacement of Fire Hoses	5521	1	10,000	1	10,000
Trench Trailer	Replacement of 1988 Chevrolet Van	5672	1	7,500		7,500
Air Packs	Replacement of Air Packs	5735		23,300		20,000
Washer	New - Turn-Out Gear Washer	5925	1	7,500		0
<b>TOTALS</b>				<b>180,300</b>		<b>57,500</b>

# **FIRE FY 2012-13**

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	FIRE CHIEF	32
5	ASSISTANT FIRE CHIEF	25
18	FIRE CAPTAIN	20
1	FIRE INSPECTOR	20
18	FIRE ENGINEER	17
39	FIRE FIGHTER	14
1	SENIOR ADMIN. SUPPORT SPECIALIST	13
83	AUTHORIZED	

<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>83</b>	<b>FY 2012-13</b>	<b>83</b>
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## FISCAL YEAR 2012-2013 BUDGET

DEPARTMENT/DIVISION: POLICE DEPARTMENT 6121-60

### DEPARTMENT OVERVIEW:

The Goldsboro Police Department is responsible for the safety and security of the City of Goldsboro through the provision of an array of law enforcement services. This is accomplished 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 2011-2012, the Police Department was authorized a total of 125 full time positions (115 sworn officers and 10 civilians), assigned, to three Bureaus (Operations, Support Services, Investigative Services) and the Office of the Chief of Police. In addition, the department was authorized 01 full time Animal Control Officer and 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:

- A. 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.
- B. Continue Crime Prevention and Community Police/Problem Solving initiatives including National Night Out, Crime Watch, the Gangs Resistance Education and Training (G.R.E.A.T.) Program, the Housing Unit and the Selective Enforcement Unit.
- C. Continue to repair and replace critical pieces of the police/fire complex HVAC system.
- D. Continue to look for solutions to the department's critical need for more space. Estimate the Current Space available for Evidence Storage to last approximately (3) years.

### SIGNIFICANT BUDGET ISSUES:

#### OPERATIONAL ISSUES:

- A. 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.

#### CAPITAL ISSUES:

- A. Replace 15 patrol and 02 administrative vehicles equipped with emergency equipment to replace a portion of the fleet having over 130,000 miles and costing thousands of dollars per year to maintain.
- B. Replace HVAC equipment not covered in energy grant, to include equipment that is old, outdated, costly to maintain and due to fail soon.
- C. Repave parking lot that is in need of repair and potentially unsafe in areas.
- D. Purchase Field Base Reporting Module to modernize report writing process making crime analysis and the intelligence function more efficient.



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 6121 Police Department  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	4,777,001	4,707,953	4,794,231	5,038,745	5,003,086	4,865,734
1220	Salaries & Wages Overtime	625	0	13,946	0	0	0
1260	Salaries & Wages Part-Time	16,439	16,572	16,947	17,507	17,507	17,507
1270	Salaries & Wages Longevity		0	0	0	0	0
1271	Separation Pay	185,541	196,580	211,176	229,303	229,303	229,303
1272	Holiday Pay	119,951	120,000	119,886	125,000	120,000	120,000
1274	Call Duty Pay	15,600	15,600	15,600	16,200	16,200	16,200
1810	Social Security	381,225	412,275	395,642	415,147	412,037	401,530
1820	LEOB-Retirement	294,705	342,189	332,392	342,095	325,755	316,498
1821	NCLGERS-Retirement	21,404	23,173	23,706	23,568	23,257	23,257
1822	401-K Retirement	230,422	237,032	234,948	242,620	240,587	233,720
1830	Hospital Insurance	660,747	712,500	712,500	766,656	766,656	753,351
1850	Unemployment Compensation	20,000	3,000	0	6,000	6,000	6,000
1860	Worker's Compensation	87,961	18,027	73,171	14,750	14,750	14,750
1931	Medical Treatment	0	500	0	500	500	500
1932	Medical Exams	4,992	6,295	6,295	8,695	8,695	8,695
2111	Cleaning Supplies	4,996	5,589	7,089	6,382	6,382	6,382
2121	Uniforms	33,964	50,228	50,228	92,428	62,428	62,428
2122	Clothing Allowance	10,625	11,000	11,000	11,000	11,000	11,000
2123	Protective Clothing	0	15,055	15,055	23,610	18,000	18,000
2125	Shoes-Uniform	6,848	6,900	6,900	12,400	10,000	10,000
2321	Police Library	1,868	1,894	1,894	4,458	2,000	2,000
2323	Other Training	18,219	20,000	20,000	28,499	20,000	20,000
2501	Vehicle Operation/Maintenance	350,160	295,000	350,000	374,840	360,000	360,000
2601	Office Supplies	8,763	10,102	10,102	24,305	11,000	11,000
2916	Explorer Post 209	1,492	1,410	1,410	2,050	2,050	2,050
2993	Operational Supplies	91,932	106,644	106,644	269,558	173,302	173,302
3121	Travel	8,782	13,000	13,000	19,931	13,000	13,000
3210	Telephone	1,990	2,064	2,000	1,920	1,920	1,920
3250	Postage	2,269	2,200	2,000	2,100	2,100	2,100
3310	Electricity	45,218	49,000	48,000	48,000	48,000	48,000
3330	Natural Gas	10,971	15,000	12,000	12,000	12,000	12,000
3410	Printing	984	2,491	2,491	7,511	4,000	4,000
3421	Copy Machine Cost	2,753	3,534	3,534	4,504	4,504	4,504
3511	Building Maintenance	14,183	11,868	16,868	74,066	15,000	15,000
3521	Office Machine Maintenance	27,395	33,310	33,310	40,170	40,170	40,170
3522	Machine/Equipment Maintenance	163	750	750	750	750	750
3525	Police Car Camera Maintenance	2,671	2,650	2,650	2,800	2,800	2,800
3591	Radio Maintenance	12,947	14,114	14,114	23,170	11,970	11,970
3950	Education Reimbursement	5,733	7,700	3,500	7,700	7,700	7,700
3952	BLET/Non-Certified Employee Prog		0	0	0	0	0
3953	Gangs Resist Education		5,238	5,238	5,538	5,538	5,538

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 6121 Police Department  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
3995	Current Operations	25,000	25,000	25,000	25,000	25,000	25,000
4391	Equipment Rent	20,447	23,924	23,924	23,924	23,924	23,924
4402	Heating & Air Conditioner Contract	6,286	6,450	6,286	6,450	6,450	6,450
4511	Multi-Peril Insurance	3,413	3,583	3,600	3,812	3,812	3,812
4521	Auto Liability	13,413	14,083	13,613	14,294	14,294	14,294
4541	Employee Personal Liability	487	511	548	575	575	575
4911	Subscriptions	245	281	250	281	281	281
4912	Fees & Dues	4,849	6,455	6,455	8,810	7,500	7,500
4990	Equipment Expense		0	0	21,475	0	0
5142	Parking Lot Paving/Improvement		0	0	86,429	0	0
5157	Software Expense		0	0	280,000	0	0
5401	Administrative Car		0	0	39,984	0	0
5404	Line Cars	0	0	0	328,950	219,300	219,300
5514	Moving Radar		0	0	18,710	0	0
5816	Furnace/Electric Air Conditioner		0	0	195,000	0	0
5998	GIS Project		0	0	6,500	0	0
9561	Office Supplies	275	388	388	388	388	388
9945	School Drug Awareness	6,172	0	0	0	0	0
	Fund Total:	7,562,126	7,579,112	7,770,281	9,407,058	8,331,471	8,154,183
	Organization Total:	7,562,126	7,579,112	7,770,281	9,407,058	8,331,471	8,154,183

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11- 6121      FUND - GENERAL  
DEPARTMENT - POLICE DEPARTMENT**

ITEM	REMARKS	ACCT NO	REQUESTED QTY    COST	APPROVED QTY    COST
Repave Parking Areas	Repave Parking Lot at Fire/Police Complex	5142	86,429	0
Software Expense	Field Base Reporting & Maintenance	5157	280,000	0
Administrative Car	Replacement of 2000 Dodge Replacement of 2001 Chevrolet	5401	2    39,984	0
Line Cars	Replacement of (15) Line Cars	5404	15   328,950	10    219,300
Moving Radar	Replacement of Radars	5514	18,710	0
Heating & Air System	Repair Heating & Air System	5816	195,000	0
GIS Project	Purchase GIS Equipment	5998	6,500	0
<b>TOTALS</b>			<b>955,573</b>	<b>219,300</b>

# POLICE DEPARTMENT FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	POLICE CHIEF	32	
3	POLICE DIVISION COMMANDER	25	
4	POLICE SHIFT SUPERVISOR	22	
1	POLICE SUPPORT SERVICES SUPERVISOR	22	
1	POLICE INVEST. UNIT SUPERVISOR	22	
11	POLICE SERGEANT	19	
11	POLICE INVESTIGATOR	17	
9	POLICE CORPORAL	17	
3	CRIME SCENE SPECIALIST	17	
68	<b>POLICE OFFICER</b>	<b>15</b>	<b>3 Positions Eliminated FY 12-13</b>
1	CRIME ANALYST	13	
1	SENIOR ADMIN. SUPPORT SPECIALIST	13	
1	POLICE DESK OFFICER	12	
1	POLICE EQUIPMENT MAINTENANCE COORDINATOR	11	
2	ADMINSTRATIVE SUPPORT SPECIALIST	11	
3	POLICE RECORDS CLERK	10	
1	SENIOR MAINTENANCE WORKER	9	
122	AUTHORIZED		

NUMBER	OF EMPLOYEES:	FY 2011-12	125	FY 2012-13	122
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Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 6122 Animal Control  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	40,358	40,358	41,106	41,911	41,911	41,911
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	2,938	3,088	3,145	3,206	3,206	3,206
1821	NCLGERS-Retirement	2,603	2,817	2,651	2,863	2,825	2,825
1830	Hospital Insurance	5,285	5,700	5,700	6,336	6,336	6,336
1860	Worker's Compensation	114	120	114	136	136	136
2121	Uniforms	428	428	428	428	428	428
2124	Shoes-Steel Toe	70	70	70	70	70	70
2323	Other Training	0	100	0	100	100	100
2501	Vehicle Operation/Maintenance	3,000	3,000	3,000	3,000	3,000	3,000
2994	Tools	644	750	750	750	750	750
3210	Telephone		0	0	480	480	480
4521	Auto Liability	1,118	1,174	1,135	1,192	1,192	1,192
4541	Employee Personal Liability	4	5	5	5	5	5
6931	City's Pro-Rata Share		0	0	0	0	0
	Fund Total:	56,562	57,610	58,104	60,477	60,439	60,439
	Organization Total:	56,562	57,610	58,104	60,477	60,439	60,439

# ANIMAL CONTROL FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>			
1	ANIMAL CONTROL OFFICER	11			
1	AUTHORIZED				
<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>1</b>	<b>FY 2012-13</b>	<b>1</b>



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 7310 Special Expense Fees  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1992	Auction Sale Expense	1,861	0	0	0	0	0
3703	Air Show Donation		0	0	0	30,000	0
4913	Institute Of Government	4,061	4,061	4,061	3,957	3,957	3,957
4914	League Of Municipalities	20,482	20,482	21,209	21,350	21,743	21,743
4916	Chamber Of Commerce	15,000	15,000	15,000	15,000	15,000	15,000
4917	Wayne County Alliance		75,000	75,000	75,000	75,000	75,000
4918	National League Of Cities	3,258	3,275	3,275	3,260	3,260	3,260
5916	Annexation Fire Contracts	89,285	89,500	87,585	89,500	89,500	43,763
6933	Red Cross Donation		0	0	0	0	0
6993	Boys and Girls Club Donation		0	0	0	0	0
6994	Arts Council	25,000	0	0	25,000	0	25,000
6998	Stop the Funeral Donation	1,200	0	0	0	0	0
7100	Bond Principal	402,857	395,590	395,590	414,778	364,778	364,778
7160	Lease Purchase Payment	371,577	361,110	361,110	350,975	350,975	350,975
7161	City Hall Loan Payment	780,673	759,702	759,702	717,690	717,690	717,690
7165	Streetscape Debt Svc		0	0	189,451	189,451	189,451
7200	Bond Interest	217,278	200,061	200,061	197,789	175,439	175,439
9927	Contingency Appropriation		1,200,000	0	0	0	0
9937	WATCH Donation	20,000	0	0	30,000	20,000	20,000
9943	Wayne Opportunity Center		0	0	0	175,000	185,000
9947	Museum	12,000	12,000	12,000	14,500	12,000	12,000
9951	Project Uplift		0	0	0	0	10,000
9952	Communities In Schools Inc		0	0	15,000	5,000	5,000
9979	Waynesborough Park Donation	24,000	0	0	0	0	0
9980	Goldsboro/Wayne Trans Authority	151,432	180,000	180,000	196,463	196,463	196,463
	Fund Total:	2,139,964	3,315,781	2,114,593	2,359,713	2,445,256	2,414,519
	Organization Total:	2,139,964	3,315,781	2,114,593	2,359,713	2,445,256	2,414,519



## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: PARKS AND RECREATION**

#### **DEPARTMENT OVERVIEW:**

The mission of Goldsboro Parks & Recreation Department is to provide a variety of recreation and leisure activities for a diverse population. We maintain a system of parks, indoor facilities and open spaces for the enjoyment, safety and well-being of all citizens." Our motto is "We Make Play Happen" and we staple this to everything we do.

#### **GOALS/MAJOR OBJECTIVES:**

- Repair and Replace outdated structures, equipment and supplies including resurfacing all playgrounds in all parks
- Enhance Customer Service by conducting on-going surveys and by providing on-line enrollment with new software
- Enhance Staff Development & Training
- Increase Program Participation by increasing advertising/marketing and create new Partnerships

Build a new Recreation Center to replace WA Foster Recreation Center

\* Increase Revenue

#### **SIGNIFICANT BUDGET ISSUES:**

- Structural - In general, the parks and recreational facilities are suffering from a long period of deferred maintenance and "old age." If these issues are not addressed in the near future, the City may have to close several parks/facilities due to safety concerns and liability.
- Equipment & Supplies - Outdated
- Capital Outlay needs to be reviewed and items addressed

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 7460 Parks and Recreation  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	864,320	850,443	783,377	953,732	917,443	917,443
1220	Salaries & Wages Overtime		0	1,502	0	0	0
1260	Salaries & Wages Part-Time	132,614	99,915	105,050	245,018	225,018	225,018
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	71,227	89,910	68,080	91,705	87,399	87,399
1821	NCLGERS-Retirement	56,991	73,322	50,625	66,560	63,237	63,237
1830	Hospital Insurance	142,707	153,900	153,900	152,064	152,064	152,064
1850	Unemployment Compensation	3,192	4,000	1,932	5,000	5,000	5,000
1860	Worker's Compensation	8,793	4,422	6,133	5,008	5,008	5,008
1931	Medical Treatment	0	250	100	250	250	250
1932	Medical Exams	1,546	1,500	500	1,500	1,500	1,500
1991	Consultant Fees	3,150	0	0	40,000	40,000	40,000
2111	Cleaning Supplies	9,754	12,000	12,000	19,635	12,000	12,000
2121	Uniforms	2,252	1,900	1,700	2,900	2,900	2,900
2123	Protective Clothing	588	600	600	700	700	700
2124	Shoes-Steel Toe	684	1,196	1,196	1,288	1,288	1,288
2323	Other Training	2,369	3,351	3,350	5,592	4,000	4,000
2391	First Aid	517	650	500	2,840	2,840	2,840
2501	Vehicle Operation/Maintenance	41,247	43,000	43,000	48,000	48,000	48,000
2601	Office Supplies	3,999	4,500	5,000	5,100	5,100	5,100
2988	Art Smart Supplies		0	0	0	0	0
2989	Operational Supplies - Maint.	35,649	42,200	42,000	143,695	42,000	42,000
2993	Operational Supplies	41,384	76,597	76,597	133,711	100,000	100,000
2994	Tools	1,696	3,000	3,000	3,000	3,000	3,000
3121	Travel	2,011	4,450	3,000	9,875	5,000	5,000
3210	Telephone	3,668	3,576	3,400	3,510	3,510	3,510
3250	Postage	508	800	500	500	500	500
3310	Electricity	66,069	85,000	73,000	75,000	75,000	75,000
3330	Natural Gas	12,723	16,000	12,000	13,000	13,000	13,000
3410	Printing		3,000	3,000	7,000	7,000	7,000
3421	Copy Machine Cost	8,447	7,600	7,600	8,700	8,700	8,700
3424	Stoney Creek Park Development		44,250	44,250	44,250	44,250	44,250
3511	Building Maintenance	20,325	51,833	50,000	205,800	60,000	60,000
3521	Office Machine Maintenance	0	0	0	0	0	0
3522	Machine/Equipment Maintenance	14,399	59,710	50,000	147,820	40,000	40,000
3700	Advertising		5,000	5,000	25,600	12,450	12,450
3950	Education Reimbursement	1,500	1,100	1,100	1,100	1,100	1,100
3994	Tree Service	1,800	4,500	4,500	7,500	7,500	7,500
4391	Equipment Rent	2,332	6,500	3,000	15,249	15,249	15,249
4511	Multi-Peril Insurance	4,536	4,763	4,924	5,064	5,064	5,064
4512	Boiler & Machinery		0	0	0	0	0
4521	Auto Liability	3,277	3,441	3,326	3,492	3,492	3,492

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 7460 Parks and Recreation  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4541	Employee Personal Liability	166	174	174	183	183	183
4912	Fees & Dues	1,230	1,400	1,200	4,794	3,000	3,000
4990	Equipment Expense	6,857	3,600	3,600	42,350	10,000	10,000
5142	Parking Lot Paving/Improvement		0	0	0	0	0
5160	Playground Play Surface		0	0	100,000	100,000	100,000
5459	3/4 Ton Pick-Up W/Dump Body		0	0	0	0	0
5471	1/2 Ton Pick-Up Truck		0	0	0	0	0
5474	Dump Truck		0	0	0	0	0
5531	Lawnmower	16,417	9,200	9,200	0	0	0
5601	Fence/Railings	5,800	0	5,800	0	0	0
5620	Ballfield Machine		0	0	0	0	0
5635	Basketball Court Improvements		0	0	0	0	60,000
5724	Passenger Van		0	0	0	0	0
5732	W.A. Foster Renovations		0	0	0	0	0
5901	Handicap Lift		0	10,000	0	0	0
5928	Gator w/Sprayer		7,500	8,460	0	0	0
5952	Tennis Court Reconstruction		0	0	0	0	0
9561	Office Supplies	953	950	950	1,100	1,100	1,100
Fund Total:		1,597,697	1,791,003	1,668,126	2,649,185	2,134,845	2,194,845
Organization Total:		1,597,697	1,791,003	1,668,126	2,649,185	2,134,845	2,194,845

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 11- 7460**

**FUND - GENERAL  
DEPARTMENT - RECREATION & PARKS**

ITEM	REMARKS	ACCT NO	REQUESTED QTY     COST	APPROVED QTY     COST
Playground Surface	Install Certified Play Surface to Playgrounds	5160	100,000	100,000
Basketball Courts	Resurface Courts at Berkeley Park	5635	0	60,000
<b>TOTALS</b>			<b>100,000</b>	<b>160,000</b>

# RECREATION AND PARKS DEPT. FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	PARKS & RECREATION DIRECTOR	31	
1	RECREATION SUPERINTENDENT	23	
1	PARK SUPERINTENDENT	23	
1	RECREATION PROGRAM SUPERVISOR (REC. CTR)	19	
1	RECREATION SUPERVISOR (SPECIAL POPULATIONS)	19	
1	RECREATION PROGRAM SUPERVISOR (ATHLETICS)	19	
	<b>RECREATION FACILITY MAINTENANCE SUPV.</b>	<b>18</b>	<b>Position Eliminated FY 12-13</b>
1	ADMINISTRATIVE ASSISTANT	17	
1	RECREATION THERAPIST	16	
2	RECREATION CENTER LEADER	14	
	SENIOR ADMIN. SUPPORT SPECIALIST	13	Moved to HR
2	RECREATION CENTER ASSISTANT	12	
2	SENIOR PARK TECHNICIAN II	12	
2	<b>SENIOR PARK TECHNICIAN I</b>	<b>11</b>	<b>1 Position Eliminated FY 12-13</b>
1	PARK TECHNICIAN II	10	
6	PARK TECHNICIAN I	9	
1	CUSTODIAN	6	
24	AUTHORIZED		

NUMBER	OF EMPLOYEES:	FY 2011-12	27	FY 2012-13	24
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**\*\*\*Note** Moved Senior Admin Support Specialist position from R&P to HR in middle of FY 11-12





## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: PARKS AND RECREATION - GOLF COURSE**

#### **DEPARTMENT OVERVIEW:**

The mission of Goldsboro Parks & Recreation Department is to provide a variety of recreation and leisure activities for a diverse population. We maintain a system of parks, an eighteen hole golf course, indoor facilities and open spaces for the enjoyment, safety and well-being of all citizens.”

#### **GOALS/MAJOR OBJECTIVES:**

- Increase Play/Membership. This will hopefully be achieved by a harder marketing and advertising strategy.
- Enhance Customer Service by conducting on-going surveys
- With the change of greens to Bermuda Greens, anticipate less maintenance needed to maintain them that will allow the reduced maintenance staff to concentrate on other areas of the golf course that need to be maintained. This will be the first full year with the deletion of two maintenance positions.

Major goal is to have the golf course revenue and expenditures line up where the golf course would be more self sufficient

#### **SIGNIFICANT BUDGET ISSUES:**

- The Equipment loan will be paid in full 10/12. This will be \$50,790.00 decrease in expenses. The first full year with the elimination of two maintenance staff positions will show a reduction in all salary expenses
- Capital Outlay needs to be reviewed and items addressed

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 7461 Golf Course  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	313,698	270,950	288,483	324,907	271,688	271,688
1220	Salaries & Wages Overtime		0	2,052	0	0	0
1260	Salaries & Wages Part-Time	32,100	55,018	55,018	55,000	55,000	55,000
1270	Salaries & Wages Longevity		0	0	0	0	0
1272	Holiday Pay		0	0	0	0	0
1810	Social Security	25,749	29,612	24,850	29,063	24,992	24,992
1821	NCLGERS-Retirement	21,287	25,024	18,740	23,421	19,525	19,525
1830	Hospital Insurance	52,859	57,000	57,000	57,024	57,024	57,024
1850	Unemployment Compensation	3,239	0	0	0	0	0
1860	Worker's Compensation	1,728	1,315	1,248	1,489	1,489	1,489
1931	Medical Treatment	0	250	100	250	250	250
1932	Medical Exams	25	350	200	350	350	350
1991	Consultant Fees		0	0	7,500	0	0
2111	Cleaning Supplies	2,042	2,500	2,500	2,900	2,900	2,900
2121	Uniforms	463	600	400	2,160	2,160	2,160
2123	Protective Clothing	124	550	500	550	550	550
2124	Shoes-Steel Toe	468	644	600	1,104	1,104	1,104
2323	Other Training	440	450	400	450	450	450
2391	First Aid	222	250	225	250	250	250
2501	Vehicle Operation/Maintenance	7,656	13,500	13,500	16,000	14,000	14,000
2591	Fuel For Equipment	5,536	8,000	8,000	11,000	9,000	9,000
2601	Office Supplies	835	575	550	575	575	575
2920	Pro Shop Expense	26,455	18,000	18,000	18,000	0	0
2990	Operational Supplies - Pro Shop		0	0	0	0	0
2993	Operational Supplies	119,950	118,550	130,000	120,750	120,750	120,750
2994	Tools	358	1,150	1,000	1,150	1,150	1,150
3121	Travel	0	575	500	575	575	575
3250	Postage	705	1,200	600	700	700	700
3310	Electricity	27,474	30,000	29,500	30,000	30,000	30,000
3330	Natural Gas	6,112	4,000	6,000	6,000	6,000	6,000
3511	Building Maintenance	8,185	5,120	5,120	12,820	8,820	8,820
3521	Office Machine Maintenance	0	150	150	150	150	150
3522	Machine/Equipment Maintenance	10,930	14,550	14,500	16,750	16,750	16,750
3994	Tree Service	2,300	5,000	5,000	20,000	5,000	5,000
4391	Equipment Rent	41,708	40,455	40,455	42,755	42,755	42,755
4511	Multi-Peril Insurance	247	259	263	276	276	276
4521	Auto Liability	1,728	1,814	1,754	1,842	1,842	1,842
4541	Employee Personal Liability	49	52	52	55	55	55
4911	Subscriptions	132	300	200	300	300	300
4912	Fees & Dues	360	970	900	970	970	970
5142	Parking Lot Paving/Improvement		0	0	45,000	5,000	5,000
5485	Greens Mower		0	0	11,829	11,829	11,829

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 7461 Golf Course  
Fund: 0011 General Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
5508	Greens Roller		0	0	0	0	0
5607	Top Dresser		0	0	29,375	0	0
5608	Greens Mower Reel		0	0	6,080	6,080	6,080
5704	Freezer		0	0	0	0	0
5816	Furnace/Electric Air Conditioner		0	0	0	0	0
5920	Driving Range Construction		0	0	0	0	0
7131	Golf Course Equipment Loan	50,790	50,790	50,790	25,395	25,395	25,395
9561	Office Supplies	189	250	250	250	250	250
	Fund Total:	766,143	759,773	779,400	925,015	745,954	745,954
	Organization Total:	766,143	759,773	779,400	925,015	745,954	745,954

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 11- 7461

FUND - GENERAL  
DEPARTMENT - GOLF COURSE

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Parking Lot Paving	Pave Maintenance Shop Parking Lot	5142		45,000		5,000
Greensmaster	New Request	5485		11,829		11,829
Top Dresser	New Request	5607		29,375		0 ***
Thatching Reel	New Request	5608		6,080		6,080
<b>TOTALS</b>				<b>92,284</b>		<b>22,909</b>

\*\*\* Top Dresser to be purchased with current equipment loan

# GOLF COURSE DEPT. FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	GOLF COURSE SUPERINTENDENT	23	
1	GOLF OPERATIONS MANAGER	18	
1	ASSISTANT GOLF COURSE SUPERINTENDENT.	16	
1	ASSISTANT GOLF COURSE OPERATIONS MANAGER	11	
1	<b>EQUIPMENT OPERATOR II</b>	<b>11</b>	<b>1 Position Eliminated FY 12-13</b>
4	SENIOR MAINTENANCE WORKER	9	

9 AUTHORIZED

NUMBER	OF EMPLOYEES:	FY 2011-12	10	FY 2012-13	9
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Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0003 Revenue Other Agencies  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8616	HOME FY 02-03	0	1,750	0	1,750	1,750	1,750
8623	CDBG FY 07-08	0	12,925	0	0	0	0
8625	Lead Based Grant Reimb.	0	106,965	0	0	0	0
8650	CDBG Loan Principal Income	18,457	10,300	0	0	0	0
8651	CDBG Loan Interest Income	3,730	3,000	0	0	0	0
8652	Home Loan Principal Income	3,375	3,000	0	0	0	0
8653	Home Loan Interest Income	944	800	0	0	0	0
8654	CDBG FY 06-07	0	81	0	0	0	0
8657	HOME FY 08-09	41,215	66,342	0	26,140	26,140	26,140
8658	CDBG FY 09-10	21,110	98,726	0	928	928	928
8659	HOME FY 09-10	55,609	64,900	0	0	0	0
8661	CDBG FY 10-11	158,353	259,441	0	129,285	129,285	129,285
8662	HOME FY 10-11	143,752	133,995	0	0	0	0
8663	CDBG FY 11-12		0	0	146,834	146,834	146,834
8664	HOME FY 11-12		0	0	377	377	377
	Fund Total:	446,545	762,225	0	305,314	305,314	305,314
	Organization Total:	446,545	762,225	0	305,314	305,314	305,314



Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3175 HOME FY 02-03  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1500	Rehabilitation Homeowners	0	1,750	0	1,750	1,750	1,750
	Fund Total:	0	1,750	0	1,750	1,750	1,750
	Organization Total:	0	1,750	0	1,750	1,750	1,750

Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3203 HOME FY 08-09  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1500	Rehabilitation Homeowners	40,037	66,342	0	26,140	26,140	26,140
	Fund Total:	40,037	66,342	0	26,140	26,140	26,140
	Organization Total:	40,037	66,342	0	26,140	26,140	26,140

Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3204 CDBG FY 09-10  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1214	Salaries & Wages-Rehabilitation	17,851	26,372	0	928	928	928
1500	Rehabilitation Homeowners	18,300	1,058	0	0	0	0
1812	Social Security-Rehabilitation	1,362	1,771	0	0	0	0
1824	NCLGERS Retirement-Rehabilitation	1,151	1,260	0	0	0	0
1832	Hospital Insurance-Rehabilitation	1,764	1,768	0	0	0	0
1842	Public Facilities	161,772	51,835	0	0	0	0
1906	Hazardous Materials Management	68	813	0	0	0	0
3993	Building Demolition	0	10,900	0	0	0	0
5903	CDBG-R Project	0	2,949	0	0	0	0
	Fund Total:	202,268	98,726	0	928	928	928
	Organization Total:	202,268	98,726	0	928	928	928

Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3206 CDBG FY 10-11  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1213	Salaries & Wages-Administration	56,204	2,704	0	20,004	20,004	20,004
1215	Disp/Legal Services-Admin	379	785	0	0	0	0
1217	Disp/Advertising-Admin	3,321	648	0	0	0	0
1420	Relocation/Homeowners Temporary	584	9,416	0	0	0	0
1500	Rehabilitation Homeowners	0	13,007	0	0	0	0
1811	Social Security-Administration	4,290	1,678	0	0	0	0
1823	NCLGERS Retirement-Administration	3,625	62	0	0	0	0
1831	Hospital Insurance-Administration	6,025	760	0	0	0	0
1842	Public Facilities	0	234,566	0	129	129	129
1906	Hazardous Materials Management	8,258	5,068	0	2,187	2,187	2,187
2323	Other Training	151	849	0	0	0	0
2601	Office Supplies	1,513	20	0	0	0	0
2993	Operational Supplies	2,044	1,723	0	0	0	0
3121	Travel	890	1,110	0	0	0	0
3210	Telephone	325	57	0	0	0	0
3250	Postage	408	75	0	0	0	0
3493	Lead Based Paint Haz Grant	0	106,965	0	106,965	106,965	106,965
4912	Fees & Dues	1,908	92	0	0	0	0
9561	Office Supplies	79	121	0	0	0	0
	Fund Total:	90,004	379,706	0	129,285	129,285	129,285
	Organization Total:	90,004	379,706	0	129,285	129,285	129,285

Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3208 CDBG FY 11-12  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1213	Salaries & Wages-Administration		0	0	254	254	254
1214	Salaries & Wages-Rehabilitation		0	0	17,117	17,117	17,117
1215	Disp/Legal Services-Admin		0	0	599	599	599
1420	Relocation/Homeowners Temporary		0	0	2,071	2,071	2,071
1811	Social Security-Administration		0	0	73	73	73
1823	NCLGERS Retirement-Administration		0	0	52	52	52
1842	Public Facilities		0	0	121,625	121,625	121,625
2323	Other Training		0	0	324	324	324
2601	Office Supplies		0	0	414	414	414
2993	Operational Supplies		0	0	400	400	400
3121	Travel		0	0	575	575	575
3210	Telephone		0	0	600	600	600
3993	Building Demolition		0	0	2,500	2,500	2,500
4912	Fees & Dues		0	0	230	230	230
	Fund Total:	0	0	0	146,834	146,834	146,834
	Organization Total:	0	0	0	146,834	146,834	146,834

Report: FZRWKSH  
Date: 06/28/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 3209 HOME FY 11-12  
Fund: 0022 Community Development Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1831	Hospital Insurance-Administration		0	0	2	2	2
3121	Travel		0	0	127	127	127
4912	Fees & Dues		0	0	248	248	248
	Fund Total:	0	0	0	377	377	377
	Organization Total:	0	0	0	377	377	377



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0004 Charges For Services  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8170	Current Water Charges	5,654,750	5,900,000	6,031,847	5,950,000	6,000,000	6,000,000
8172	Utility fund-Miscellaneous Recv	1,057,486	1,070,000	882,840	850,000	880,000	880,000
8183	Insufficient Check Penalty	6,106	5,600	6,585	6,000	6,000	6,000
8277	Current Sewer Charges	7,488,556	7,620,000	7,677,176	7,600,000	7,650,000	7,650,000
8278	Capitalization Payment		0	0	0	0	0
8279	Late Payment Fee	235,880	210,000	233,621	230,000	230,000	230,000
8367	Service Penalty	107,743	105,000	111,438	106,000	106,000	106,000
8373	Applied Deposits	145,077	115,000	166,314	125,000	135,000	135,000
8375	Sewer Taps	33,425	30,000	13,800	10,000	10,000	10,000
8474	Water Taps	24,131	20,000	16,275	12,500	12,500	12,500
8492	Compost Revenue	42,668	38,000	32,696	30,000	30,000	30,000
	Fund Total:	14,795,822	15,113,600	15,172,592	14,919,500	15,059,500	15,059,500
	Organization Total:	14,795,822	15,113,600	15,172,592	14,919,500	15,059,500	15,059,500

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0005 Capital Returns  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8180	Investment Interest	14,774	14,000	8,570	7,200	8,000	8,000
8484	Water Assessments	2,409	2,500	3,601	2,000	2,000	2,000
8485	Sewer Assessments	21,853	18,000	17,878	12,000	12,000	12,000
8486	Water Assessment Interest	1,256	500	694	300	300	300
8487	Sewer Assessment Interest	5,718	3,000	3,115	2,200	2,200	2,200
Fund Total:		46,010	38,000	33,858	23,700	24,500	24,500
Organization Total:		46,010	38,000	33,858	23,700	24,500	24,500

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0006 Miscellaneous Revenue  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8190	Other Miscellaneous Revenue	244,495	185,000	202,961	200,000	200,000	200,000
	Fund Total:	244,495	185,000	202,961	200,000	200,000	200,000
	Organization Total:	244,495	185,000	202,961	200,000	200,000	200,000

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0007 Fund Balance Withdrawal  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8583	Fund Balance Withdrawal		0	0	0	492,612	618,551
	Fund Total:	0	0	0	0	492,612	618,551
	Organization Total:	0	0	0	0	492,612	618,551



## **FISCAL YEAR 2012-2013 BUDGET**

### **DEPARTMENT/DIVISION: PUBLIC WORKS/DISTRIBUTION & COLLECTION**

#### **DEPARTMENT OVERVIEW:**

The Public Works Department is comprised of seven divisions-Administration, Buildings & Traffic Maintenance, Distribution & Collection, Streets & Storm Sewer Maintenance, Sanitation, and Garage. Goals and objectives and significant budget issues for the Distribution & Collection Division are as follows

#### **GOALS/MAJOR OBJECTIVES:**

- Continued maintenance of sewer collection and water distribution systems
- Continue and expand staff education and certification levels

#### **SIGNIFICANT BUDGET ISSUES:**

- Costs associated with the maintenance of an aging infrastructure
- Costs associated with maintaining staff education and certifications required by the State of North Carolina

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4175 Maintenance  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	921,312	920,349	865,375	964,000	878,718	878,718
1220	Salaries & Wages Overtime	10,341	13,820	13,000	13,820	13,820	13,820
1260	Salaries & Wages Part-Time	4,080	0	4,075	0	0	0
1261	Meter Readers & Supv Salaries		0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1274	Call Duty Pay	3,600	3,900	5,200	6,500	6,500	6,500
1810	Social Security	70,109	71,763	68,067	75,301	68,777	68,777
1821	NCLGERS-Retirement	60,314	65,478	57,127	67,230	60,596	60,596
1830	Hospital Insurance	132,100	142,500	142,500	164,736	164,736	164,736
1850	Unemployment Compensation		0	0	5,000	5,000	5,000
1860	Worker's Compensation	11,698	2,988	2,836	3,384	3,384	3,384
1991	Consultant Fees		0	0	0	3,600	3,600
2121	Uniforms	2,122	3,850	3,850	3,850	3,850	3,850
2123	Protective Clothing	2,818	4,600	4,300	5,000	5,000	5,000
2124	Shoes-Steel Toe	1,766	1,950	1,950	1,950	1,950	1,950
2323	Other Training	3,963	5,395	5,000	4,995	4,995	4,995
2501	Vehicle Operation/Maintenance	110,744	150,000	145,000	155,000	155,000	155,000
2993	Operational Supplies	258,172	260,000	250,000	306,830	291,830	291,830
2994	Tools	5,965	6,000	5,500	6,500	6,500	6,500
2997	Water Meters & Boxes	201,774	200,000	195,000	210,000	200,000	200,000
3121	Travel	1,628	1,500	750	1,500	1,500	1,500
3210	Telephone	4,478	4,644	4,500	4,320	4,320	4,320
3250	Postage	849	800	800	1,000	1,000	1,000
3410	Printing	799	1,100	800	1,600	1,600	1,600
3522	Machine/Equipment Maintenance	27,154	49,400	48,000	60,000	60,000	60,000
3523	Fire Hydrants/Water Valve Repl	169,999	175,000	170,000	200,000	185,000	185,000
4210	Data Processing Equipment Rent	1,762	2,500	2,500	2,500	2,500	2,500
4391	Equipment Rent	0	200	100	200	200	200
4511	Multi-Peril Insurance	1,874	1,967	1,992	2,092	2,092	2,092
4521	Auto Liability	5,963	6,261	6,052	6,355	6,355	6,355
4541	Employee Personal Liability	112	118	118	124	124	124
4912	Fees & Dues	2,565	3,050	3,050	3,110	3,110	3,110
4990	Equipment Expense	7,388	0	0	0	0	0
5151	Fireline Meter		13,487	13,487	0	0	0
5401	Administrative Car		0	0	18,000	18,000	18,000
5475	Air Compressor		0	0	15,000	15,000	15,000
5491	1/2 Ton Pick-Up Truck	17,706	0	0	0	0	0
5650	Pipe Saw		0	0	8,150	8,150	8,150
5863	Manhole Rehabilitation	0	53,707	53,707	220,000	16,400	16,400
5982	Water Improvements		0	0	12,820	12,820	12,820
7160	Lease Purchase Payment	35,443	34,747	34,747	33,718	33,718	33,718
7162	AMR Loan Payment	155,808	151,466	151,483	138,573	138,573	138,573



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4175 Maintenance  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
Fund Total:		2,234,406	2,352,540	2,260,866	2,723,158	2,384,718	2,384,718
Organization Total:		2,234,406	2,352,540	2,260,866	2,723,158	2,384,718	2,384,718

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 61- 4175**

**FUND - UTILITY  
DEPARTMENT - MAINTENANCE**

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Compact Car	Replacement of 1999 Ford Ranger	5401		18,000		18,000
Air Compressor	Replacement	5475		15,000		15,000
Pipe Cutter	Replacement	5650		8,150		8,150
Manhole Rehabilitation	Replace Manhole Liners in Various Locations	5863		220,000		16,400 ***
Water Rehabilitation	Install 8" Water Main on Mulberry from N. Center to N. George Street	5982		12,820		12,820
<b>Total</b>				<b>273,970</b>		<b>70,370</b>

\*\*\* Manhole Rehabilitation to be paid with sewer bonds - \$203,600

# MAINTENANCE DEPT. FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>	
1	DIST. & COLLECTIONS SYSTEM SUPERINTENDENT	24	
1	MATERIAL CONTROLLER	17	
1	UTILITY MAINTENANCE CREW LEADER	17	
2	SENIOR UTILITY SYSTEM OPERATOR	15	
4	UTILITY SYSTEM OPERATOR	13	
1	METER MAINTENANCE MECHANIC	13	
9	<b>UTILITY FIELD SERVICE TECHNICIAN</b>	<b>11</b>	<b>added 1 position FY 12-13</b>
3	UTILITY MAINTENANCE MECHANIC	11	
1	ADMINISTRATIVE SUPPORT SPECIALIST	11	
2	UTILITY MAINTENANCE WORKER	9	
1	WAREHOUSE SPECIALIST	9	

26 AUTHORIZED

NUMBER	OF EMPLOYEES:	FY 2011-12	25	FY 2012-13	26
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## **FISCAL YEAR 2012-13 BUDGET**

### **DEPARTMENT/DIVISION: PUBLIC UTILITIES / WATER TREATMENT PLANT**

#### **DEPARTMENT OVERVIEW:**

The City of Goldsboro operates a 12 MGD conventional surface water treatment plant that was constructed in 1952. In 2011, an average of 4.9 MGD of drinking water was produced. So that drinking water can reliably be produced from this plant over the next 25 years, the City is upgrading the water treatment plant in two stages. The Phase 1 WTP Improvement Project has been completed. The Phase 2 WTP Improvements Project began in October 2011 and is expected to be complete by September 2012. The Phase 2 Project includes addition of a waste equalization basin, upgrade to the powdered activated carbon system, building improvements, upgrade to the chemical feed system and chemical transfer pumps, and bulk chemical tank mixing system.

#### **GOALS/MAJOR OBJECTIVES:**

1. Produce high quality drinking water meeting all federal and state regulations at an affordable cost.
2. Ensure that an adequate supply of raw water is available for treatment, even during drought periods.
3. Maintain the water treatment infrastructure and equipment to maximize its life and reliability.
4. Have highly trained water treatment staff that respond correctly to changing treatment conditions.

#### **SIGNIFICANT BUDGET ISSUES:**

1. The objective of the Neuse River restoration project is to return the river to its natural system as it had been in the early 1940s before the US Army Corps of Engineers dug a cut-off through a curve of the river and constructed a flood control structure that has been proven to be ineffective. The unintended consequences of the 1940's project was that the decreased water velocities in the main channel of the Neuse River downstream of the cut-off has caused considerable sedimentation. The sedimentation problem has created difficulties for the city's intake screens. An air sparge system at the intake screen will be put online to jet air from below and around the screen. The WTP SCADA system is outdated and newer components are not backwards compatible with this equipment so the system needs to be upgraded.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4176 Water Plant  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	470,807	484,022	481,188	501,637	501,637	501,637
1220	Salaries & Wages Overtime	543	5,000	1,000	5,000	5,000	5,000
1270	Salaries & Wages Longevity		0	0	0	0	0
1272	Holiday Pay	7,653	6,500	7,448	7,000	7,000	7,000
1810	Social Security	35,463	37,908	37,457	39,294	39,294	39,294
1821	NCLGERS-Retirement	30,896	34,588	31,582	35,082	34,619	34,619
1830	Hospital Insurance	58,104	62,700	62,700	69,696	69,696	69,696
1850	Unemployment Compensation		0	0	2,200	2,200	2,200
1860	Worker's Compensation	1,252	1,315	1,315	1,489	1,489	1,489
1911	Audit	10,225	10,725	10,725	11,275	11,275	11,275
1931	Medical Treatment	0	50	50	50	50	50
1932	Medical Exams	96	500	500	500	500	500
1986	Consultant Fees - IT	5,400	21,900	21,900	18,900	18,900	18,900
1991	Consultant Fees	278,304	210,100	210,100	55,000	55,000	55,000
2111	Cleaning Supplies	2,486	2,500	2,600	2,500	2,500	2,500
2121	Uniforms	1,327	2,700	2,700	2,700	2,700	2,700
2123	Protective Clothing	2,798	1,500	1,500	1,500	1,500	1,500
2124	Shoes-Steel Toe	812	1,200	1,200	1,200	1,200	1,200
2323	Other Training	931	1,000	1,000	1,000	1,000	1,000
2501	Vehicle Operation/Maintenance	3,702	7,500	6,000	10,000	8,500	8,500
2591	Fuel For Equipment	4,005	9,000	9,000	9,000	8,000	8,000
2601	Office Supplies	1,208	1,500	1,500	1,500	1,500	1,500
2993	Operational Supplies	64,748	77,675	77,675	77,675	74,675	74,675
2994	Tools	952	1,000	1,000	1,000	1,000	1,000
2998	Chemicals	603,376	872,405	662,405	837,200	767,200	767,200
3121	Travel	2,152	2,550	2,550	2,550	2,550	2,550
3210	Telephone	995	1,032	1,032	2,340	2,340	2,340
3250	Postage	29,659	35,000	35,000	35,000	35,000	35,000
3310	Electricity	233,025	253,400	253,400	240,000	240,000	240,000
3330	Natural Gas	3,358	5,200	5,200	3,500	3,500	3,500
3410	Printing	13,729	13,500	13,500	13,500	13,500	13,500
3421	Copy Machine Cost	0	25	25	25	25	25
3511	Building Maintenance	10,511	25,200	25,200	9,450	6,450	6,450
3521	Office Machine Maintenance	0	1,350	1,350	1,490	1,490	1,490
3522	Machine/Equipment Maintenance	343,794	349,200	349,200	414,200	339,700	409,700
3603	Neuse River Intake Dredging	79,000	0	0	79,000	0	79,000
3606	River Intake Maintenance		25,000	25,000	25,000	25,000	25,000
3992	Water Analysis	10,732	25,000	23,500	25,000	25,000	25,000
4391	Equipment Rent	503	2,500	2,550	2,500	0	0
4401	Generator Contract	4,861	3,000	3,000	5,900	5,900	5,900
4511	Multi-Peril Insurance	54,482	56,174	56,174	59,322	59,322	59,322
4521	Auto Liability	1,417	1,488	1,488	1,510	1,510	1,510

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4176 Water Plant  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4541	Employee Personal Liability	49	52	52	55	55	55
4911	Subscriptions	0	750	250	750	750	750
4912	Fees & Dues	3,830	4,335	4,335	4,200	4,200	4,200
4990	Equipment Expense	4,255	5,075	10,875	2,400	2,400	2,400
4993	General Overhead	123,899	123,899	123,899	123,899	221,961	221,961
4994	Building Maintenance	12,156	12,156	12,156	12,156	0	0
4995	Electrical Maintenance	12,156	12,156	12,156	12,156	0	0
4996	Finance	354,408	354,408	354,408	354,408	339,382	339,382
4998	Engineers	23,628	98,628	98,628	98,628	269,905	269,905
5147	Intake Modifications		120,200	120,200	30,000	0	0
5412	Compact Pick-Up Trucks		0	0	17,000	0	0
5451	Generator		0	0	108,500	0	0
5527	Miscellaneous Equipment	0	0	0	5,000	5,000	5,000
5685	Generator		0	0	0	0	0
5688	SCADA System		0	0	37,000	0	0
5737	Rapid Mixers & Flocculators		0	0	0	0	0
5912	Water Tank Painting	0	0	0	0	0	0
7100	Bond Principal	841,934	839,951	839,951	431,723	431,723	431,723
7120	Water Loan Principal	150,000	578,045	578,045	620,511	620,511	620,511
7200	Bond Interest	100,404	68,262	68,262	36,179	36,179	36,179
7220	Water Loan Interest	45,999	243,390	243,390	193,080	193,080	193,080
8265	Annexation Water Payment	33,038	52,000	52,000	52,000	52,000	28,939
9561	Office Supplies	164	150	150	150	150	150
	Fund Total:	4,079,226	5,166,364	4,949,471	4,752,480	4,555,018	4,680,957
	Organization Total:	4,079,226	5,166,364	4,949,471	4,752,480	4,555,018	4,680,957



**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

**FISCAL YEAR 2012-2013**

**CODE: 61- 4176                      FUND - UTILITY  
DEPARTMENT - WATER PLANT**

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Neuse Intake System	Additional Air Jet System Under Intake Screen	5147		30,000		0
Compact Pick-Up Truck	Replace 1993 Ford Ranger	5412		17,000		0
Misc. Equipment	Misc. Equipment	5527		5,000		5,000
Generator	Replace Neuse River Pump Station Generator	5451		108,500		0
SCADA System	Upgrade SCADA System	5688		37,000		0
<b>TOTALS</b>				<b>197,500</b>		<b>5,000</b>

# WATER PLANT DEPT. FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	WATER TREATMENT PLANT SUPERINTENDENT	24
1	LABORATORY SUPERVISOR	20
1	CHIEF TREATMENT PLANT OPERATOR	19
1	WATER PLANT MAINT. MECHANIC/OPERATOR II	13
6	TREATMENT PLANT OPERATOR	12
1	WATER PLANT SPECIALIST	9

11 AUTHORIZED

NUMBER	OF EMPLOYEES:	FY 2011-12	11	FY 2012-13	11
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## **FISCAL YEAR 2012-13 BUDGET**

### **DEPARTMENT/DIVISION: PUB. UTILITIES/WATER RECLAMATION FACILITY**

#### **DEPARTMENT OVERVIEW:**

The City of Goldsboro operates a 14.2 MGD advanced wastewater treatment facility. In 2011, an average of 6.96 MGD of wastewater was treated. Of this amount, 1.11 MGD was used purchased capacity. There is still 1.97 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, 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:**

1. Produce high quality wastewater meeting all federal and state regulations and protecting the environment at an affordable cost.
2. Maintain the Water Reclamation Facility and twenty-five wastewater pump stations, the constructed wetlands, and 144-acre farmlands to maximize the infrastructure life span and treatment capability.
3. Have highly trained wastewater treatment operators that respond correctly to changing treatment conditions.

#### **SIGNIFICANT BUDGET ISSUES:**

1. There are many significant wastewater related budget issues. The most significant projects proposed are: sandfilter underbridge replacement project, Big Cherry Pump Station barscreen replacement, EQ basin pump station construction, upgrade the dissolved air capability of the WRF, upgrade the WRF and Collection System SCADA, and a stream bank stabilization project.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4177 Waste Treatment  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	804,537	805,248	823,656	849,359	849,359	849,359
1220	Salaries & Wages Overtime	190	1,500	6,075	1,500	1,500	1,500
1260	Salaries & Wages Part-Time		0	0	0	0	0
1270	Salaries & Wages Longevity		0	0	0	0	0
1272	Holiday Pay	5,983	6,500	5,954	6,500	6,500	6,500
1274	Call Duty Pay	5,200	5,200	5,200	5,200	5,200	5,200
1810	Social Security	61,353	62,612	64,328	65,986	65,986	65,986
1821	NCLGERS-Retirement	52,626	57,128	54,237	58,913	58,136	58,136
1830	Hospital Insurance	100,417	108,300	108,300	120,384	120,384	120,384
1860	Worker's Compensation	2,338	2,151	2,151	2,436	2,436	2,436
1911	Audit	10,225	10,725	10,725	11,275	11,275	11,275
1915	Bank Fees	30,319	32,000	32,000	39,000	39,000	39,000
1931	Medical Treatment	0	50	50	50	50	50
1932	Medical Exams	190	250	250	250	250	250
1991	Consultant Fees	800	5,000	5,000	10,000	1,000	1,000
2111	Cleaning Supplies	2,568	2,800	2,800	2,800	2,800	2,800
2121	Uniforms	2,200	3,300	3,300	3,300	3,300	3,300
2123	Protective Clothing	365	2,000	2,000	2,000	2,000	2,000
2124	Shoes-Steel Toe	1,001	1,300	1,300	1,300	1,300	1,300
2323	Other Training	772	1,000	1,210	1,000	1,000	1,000
2501	Vehicle Operation/Maintenance	19,010	25,000	23,800	27,000	27,000	27,000
2591	Fuel For Equipment	5,014	6,000	6,000	6,000	6,000	6,000
2601	Office Supplies	1,623	2,000	2,000	2,000	2,000	2,000
2993	Operational Supplies	74,577	110,000	102,000	116,000	107,000	107,000
2994	Tools	615	1,000	800	1,000	1,000	1,000
2998	Chemicals	54,408	66,250	66,250	76,250	72,750	72,750
3121	Travel	2,266	3,550	3,050	3,550	3,550	3,550
3210	Telephone	2,488	2,580	2,580	2,400	2,400	2,400
3250	Postage	30,232	35,000	35,000	35,000	35,000	35,000
3310	Electricity	506,479	600,000	600,000	525,000	525,000	525,000
3410	Printing	13,170	13,500	13,500	13,500	13,500	13,500
3421	Copy Machine Cost	234	175	175	175	175	175
3511	Building Maintenance	38,747	9,550	9,550	53,550	49,550	49,550
3521	Office Machine Maintenance	672	1,700	1,700	1,700	1,700	1,700
3522	Machine/Equipment Maintenance	563,607	674,650	664,650	772,750	487,750	487,750
3990	Wastewater Analysis	15,124	25,000	23,000	25,000	21,000	21,000
4221	Software License Fees	32,430	42,600	42,600	46,225	46,225	46,225
4391	Equipment Rent	0	4,000	4,000	4,000	0	0
4401	Generator Contract	5,441	11,400	11,400	11,900	11,900	11,900
4511	Multi-Peril Insurance	110,884	117,459	117,459	123,734	123,734	123,734
4521	Auto Liability	1,713	1,799	1,799	1,825	1,825	1,825
4541	Employee Personal Liability	81	85	85	89	89	89

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4177 Waste Treatment  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4911	Subscriptions	0	150	150	150	150	150
4912	Fees & Dues	7,788	8,205	8,205	8,620	8,620	8,620
4990	Equipment Expense	688	0	8,830	0	0	0
4993	General Overhead	123,899	123,899	123,899	123,899	221,961	221,961
4994	Building Maintenance	12,156	12,156	12,156	12,156	0	0
4995	Electrical Maintenance	12,155	12,155	12,155	12,155	0	0
4996	Finance	354,409	354,409	354,409	354,409	339,381	339,381
4998	Engineers	23,628	98,628	98,628	98,628	269,904	269,904
5230	EQ Basin Pump Station Project		0	0	180,000	65,000	65,000
5231	Dissolved Oxygen Blower Project		0	0	247,000	0	0
5232	Stream Bank Stabilization Project		0	0	379,400	0	0
5401	Administrative Car		0	0	16,000	16,000	16,000
5439	Tractor		0	0	0	0	0
5527	Miscellaneous Equipment	10,474	18,500	18,500	24,100	6,100	6,100
5571	Riding Lawnmower		0	0	26,500	0	0
5688	SCADA System		0	0	55,000	0	0
5853	Westbrook Station Starter/Pump		0	0	29,500	0	0
5873	Water Pump		0	0	26,800	0	0
5876	Big Cherry Platform		0	0	0	0	0
5910	Bar Screen/Cherry Hospital		0	0	150,000	0	0
7100	Bond Principal	1,180,209	1,374,459	1,374,459	1,941,499	1,741,499	1,741,499
7110	Wastewater Principal Payment	1,218,609	1,218,609	1,218,609	1,218,609	1,218,609	1,218,609
7200	Bond Interest	835,239	761,101	761,101	766,588	677,188	677,188
7210	Wastewater Interest Payment	248,946	217,828	217,828	186,710	186,710	186,710
9561	Office Supplies	416	500	515	500	500	500
9959	Neuse River Basin Association	16,548	17,000	17,000	17,800	17,800	17,800
	Fund Total:	6,605,063	7,077,961	7,086,378	8,905,924	7,480,046	7,480,046
	Organization Total:	6,605,063	7,077,961	7,086,378	8,905,924	7,480,046	7,480,046

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 61- 4177

FUND - UTILITY

DEPARTMENT - WASTE TREATMENT PLANT

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
EQ Basin Project	Electric Pump Station at EQ Basin	5230		180,000		65,000
Oxygen Blower	Improvements to Dissolved Air System	5231		247,000		0 ***
Stream Bank Project	Stabilized Stream Bank at end of EQ Basin	5232		379,400		0
Admn. Car	Replacement of 1991 Chevrolet Caprice	5401		16,000		16,000
Misc. Equipment	To be used to purchase equipment needed during the fiscal year that requires property control	5527		24,100		6,100
Mower	New Request	5571		26,500		0
SCADA System	Upgrade SCADA System	5688		55,000		0 ***
Pump Station Project	Rehab of Westbrook Pump Station Floor	5853		29,500		0
Water Pump	Portable, Open Canopy, Trailer Mounted Pump	5873		26,800		0
Big Cherry Barscreen	Replace Big Cherry Barscreen	5910		150,000		0 ***
<b>TOTALS</b>				<b>1,134,300</b>		<b>87,100</b>

\*\*\* Oxygen Blower System to be paid from Sewer Bonds

\*\*\* Upgrade SCADA Systm to be paid from Sewer Bonds

\*\*\* Big Cherry Barscreen to be paid from Sewer Bonds



# **WATER RECLAMATION FACILITY FY 2012-13**

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	UTILITIES DIRECTOR	32
1	WATER REC. FACILITY SUPERINTENDENT.	25
1	LABORATORY SUPERVISOR	20
1	CHIEF TREATMENT PLANT OPERATOR	19
1	GIS TECHNICIAN	18
1	PRE-TREATMENT COORDINATOR	17
1	ADMINISTRATIVE ASSISTANT	17
1	SENIOR PLANT MAINTENANCE MECHANIC	15
2	LABORATORY TECHNICIAN	13
1	PLANT MAINTENANCE MECHANIC	13
8	TREATMENT PLANT OPERATOR	12

19      AUTHORIZED

<b>NUMBER</b>	<b>OF EMPLOYEES:</b>	<b>FY 2011-12</b>	<b>19</b>	<b>FY 2012-13</b>	<b>19</b>
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Report: FZRWKS  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4178 Utility Fund Capital Expense  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1276	Salary Reserve		40,000	40,000	72,447	41,971	41,971
1822	401-K Retirement		0	0	63,539	24,563	24,563
5157	Software Expense	123,534	0	0	240,000	240,000	240,000
5944	Petitioned Sewer Lines		0	0	216,000	0	0
5969	Sewer Improvements	0	100,000	100,000	1,003,000	140,000	140,000
5982	Water Improvements	98,658	30,588	30,588	505,588	205,588	205,588
	Fund Total:	222,192	170,588	170,588	2,100,574	652,122	652,122
	Organization Total:	222,192	170,588	170,588	2,100,574	652,122	652,122

## ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 61- 4178

FUND - UTILITY  
DEPARTMENT - UTILITY FUND CAPITAL

ITEM	REMARKS	ACCT NO	REQUESTED QTY COST	APPROVED QTY COST
Software	Software Upgrade - CIS	5157	240,000	240,000
Petitioned Sewer Lines	1750 US 117 South to 1416 US 117 South	5944	66,000	0
Petitioned Sewer Lines	Amherst Road	5944	50,000	0
Petitioned Sewer Lines	Bayleaf Drive to 103 Courtney Road	5944	56,000	0
Petitioned Sewer Lines	East Ash Street to 128 N. Oak Forest Road	5944	44,000	0
Sewer Improvements	Salem Church Road at Lane Tree Golf Course	5969	25,000	25,000
Sewer Improvements	Berkeley Blvd From Royall to New Hope Road	5969	563,000	0
Sewer Improvements	15" Line on Wayne Mem. Drive to Bojangles	5969	50,000	0
Sewer Improvements	Hydraulic Sanitary Sewer Collection System	5969	250,000	0
Sewer Improvements	Utilities for Streetscape	5969	115,000	115,000
Water Improvements	Relocate Water Main on US 117 in conjunction with US 70 (Goldsboro Bypass) Construction State Project R-2554BA	5982	30,588	30,588
Water Improvements	West Mulberry Street Water Main Replacement	5982	150,000	150,000

**ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST**

Water Improvements	15" Line on Wayne Mem. Drive to Bojangles	5982	25,000	25,000
Water Improvements	Upgrade Water Line - Fedelon Trail - Spring Garden	5982	100,000	0
Water Improvements	Repaint Harris Street Water Tank	5982	200,000	0
<b>TOTALS</b>			<b>1,964,588</b>	<b>585,588</b>



## **FISCAL YEAR 2012-13 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 state of the art 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 thermophyllic 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:**

1. Produce high quality compost that meets all federal and state regulations.
2. Make a beneficial end product from two waste streams; yard waste and biosolids.
3. Maintain the Compost Facility and its equipment to maximize the infrastructure life span and productivity.
4. 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:**

1. The horizontal grinder to chip the vegetative debris used in the compost process is 12 years old and needs to be replaced.
2. The Biosolids Rotomix Truck used to haul dewatered biosolids from the WRF to the Compost Facility is 12 years old and is unreliable and needs to be replaced.

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 4179 Compost Facility  
Fund: 0061 Utility Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular	179,642	172,644	176,749	180,907	180,907	180,907
1220	Salaries & Wages Overtime	0	150	103	150	150	150
1270	Salaries & Wages Longevity		0	0	0	0	0
1810	Social Security	13,622	13,219	13,529	13,851	13,851	13,851
1821	NCLGERS-Retirement	11,587	12,062	11,407	12,367	12,203	12,203
1830	Hospital Insurance	26,418	28,500	28,500	31,680	31,680	31,680
1860	Worker's Compensation	7,149	598	598	678	678	678
1932	Medical Exams	285	150	150	150	150	150
1991	Consultant Fees	0	2,500	2,500	2,500	2,500	2,500
2111	Cleaning Supplies	1,299	1,300	1,300	1,300	1,300	1,300
2121	Uniforms	1,167	1,250	1,350	1,250	1,250	1,250
2123	Protective Clothing	325	1,250	1,550	1,250	1,250	1,250
2124	Shoes-Steel Toe	323	400	550	400	400	400
2323	Other Training	426	1,000	1,150	1,000	1,000	1,000
2501	Vehicle Operation/Maintenance	25,990	50,000	50,000	50,000	50,000	50,000
2591	Fuel For Equipment	32,374	40,000	40,000	40,000	40,000	40,000
2601	Office Supplies	576	650	650	650	650	650
2993	Operational Supplies	6,622	18,000	18,000	18,000	18,000	18,000
2994	Tools	663	750	750	750	750	750
2998	Chemicals	1,434	2,500	2,500	2,500	1,500	1,500
3121	Travel	0	250	250	250	250	250
3250	Postage	67	100	100	100	100	100
3310	Electricity	45,096	64,000	64,000	50,000	50,000	50,000
3410	Printing	0	250	250	250	250	250
3421	Copy Machine Cost	0	25	25	25	25	25
3511	Building Maintenance	5,185	38,100	38,100	5,000	5,000	5,000
3521	Office Machine Maintenance	0	800	800	800	800	800
3522	Machine/Equipment Maintenance	64,443	76,900	76,900	76,900	75,900	75,900
4391	Equipment Rent	0	500	500	500	500	500
4401	Generator Contract	395	750	750	750	750	750
4403	Compost Analysis	5,664	7,500	7,500	7,500	5,500	5,500
4511	Multi-Peril Insurance	18,855	19,797	19,797	21,051	21,051	21,051
4521	Auto Liability	6,946	7,293	7,293	7,403	7,403	7,403
4541	Employee Personal Liability	22	24	24	25	25	25
4911	Subscriptions	49	175	175	175	175	175
4912	Fees & Dues	3,298	5,660	5,660	5,660	5,660	5,660
5143	Paving Compost Road		0	0	0	0	0
5302	Mixing Truck		0	0	165,500	165,500	165,500
5725	Tub Grinder		0	0	565,000	0	0
5825	Storage Building		0	0	26,920	7,500	7,500
9561	Office Supplies	55	100	100	100	100	100
	Fund Total:	459,977	569,147	573,560	1,293,292	704,708	704,708

ANNUAL BUDGET ESTIMATE-CAPITAL OUTLAY REQUEST

FISCAL YEAR 2012-2013

CODE: 61- 4179                      FUND - UTILITY  
 DEPARTMENT - COMPOSTING FACILITY

ITEM	REMARKS	ACCT NO	REQUESTED		APPROVED	
			QTY	COST	QTY	COST
Rotomix Truck	Replacement	5302		165,500		165,500
Horizontal Grinder	New request	5725		565,000		0
Storage Building	Precast Storage Building	5825		26,920		7,500
TOTALS				757,420		173,000



# COMPOST DEPT. FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	COMPOSTING PLANT SUPERINTENDENT	22
1	PLANT MAINTENANCE MECHANIC/OPERATOR	13
3	COMPOST FACILITY OPERATOR	10
5	AUTHORIZED	

NUMBER	OF EMPLOYEES:	FY 2011-12	5	FY 2012-13	5
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Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0001 Tax Revenues  
Fund: 0070 Downtown District Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8101	Current Tax Levy	65,978	66,500	66,524	70,047	70,047	70,047
8102	Delinquent Taxes	814	500	2,255	500	500	500
8103	Current Vehicle Tax	2,190	2,000	1,806	1,800	1,800	1,800
8105	Delinquent Vehicle Tax	246	200	384	200	200	200
8106	Penalties & Interest	475	250	685	250	250	250
8180	Investment Interest		0	0	0	0	0
	Fund Total:	69,703	69,450	71,654	72,797	72,797	72,797
	Organization Total:	69,703	69,450	71,654	72,797	72,797	72,797

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0005 Capital Returns  
Fund: 0070 Downtown District Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8180	Investment Interest	159	150	135	100	100	100
	Fund Total:	159	150	135	100	100	100
	Organization Total:	159	150	135	100	100	100

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 8350 Downtown District  
Fund: 0070 Downtown District Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1991	Consultant Fees	1,600	11,000	11,000	0	0	0
2112	Downtown Clean-Up Program	530	1,000	900	0	0	0
2113	Beautification Program	405	1,800	1,800	9,000	7,900	7,900
2501	Vehicle Operation/Maintenance	1,541	2,250	1,000	0	0	0
2993	Operational Supplies	10,169	9,645	9,645	8,600	8,375	8,375
3222	Award Plaques	238	275	275	275	275	275
3250	Postage	1,631	2,600	2,600	2,600	2,297	2,297
3410	Printing	0	0	0	750	750	750
3700	Advertising	10,126	14,230	14,230	14,300	14,100	14,100
4988	Rent Incentive Grant Program	0	4,800	4,800	19,200	19,200	10,000
9928	Approp for Downtown Projects		0	0	0	0	19,200
9956	Facade Grants/Projects	14,179	22,000	20,000	20,000	20,000	10,000
	Fund Total:	40,419	69,600	66,250	74,725	72,897	72,897
	Organization Total:	40,419	69,600	66,250	74,725	72,897	72,897

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0004 Charges For Services  
Fund: 0095 Occupancy Tax Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8243	Occupancy Tax/Civic Center	273,369	250,000	308,209	260,000	260,000	260,000
8244	Occupancy Tax/Travel & Tourism	274,638	250,000	308,209	260,000	260,000	260,000
	Fund Total:	548,007	500,000	616,418	520,000	520,000	520,000
	Organization Total:	548,007	500,000	616,418	520,000	520,000	520,000

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0005 Capital Returns  
Fund: 0095 Occupancy Tax Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8203	Investment Interest/Civic Center	3,123	800	1,063	800	800	800
8204	Investment Interest/Travel&Tourism	781	200	266	200	200	200
	Fund Total:	3,904	1,000	1,329	1,000	1,000	1,000
	Organization Total:	3,904	1,000	1,329	1,000	1,000	1,000

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 0007 Fund Balance Withdrawal  
Fund: 0095 Occupancy Tax Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
8583	Fund Balance Withdrawal	0	262,421	0	0	246,892	276,892
	Fund Total:	0	262,421	0	0	246,892	276,892
	Organization Total:	0	262,421	0	0	246,892	276,892



Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 9076 Occupancy Tax/Civic Center  
Fund: 0095 Occupancy Tax Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
4975	Occupancy Tax Transfer to GF		0	0	0	0	0
7164	Paramount Loan Payment	480,465	466,845	466,845	453,225	453,225	453,225
9979	Waynesborough Park Donation		24,000	30,000	30,000	30,000	30,000
9985	Civic Center		0	0	0	0	0
	Fund Total:	480,465	490,845	496,845	483,225	483,225	483,225
	Organization Total:	480,465	490,845	496,845	483,225	483,225	483,225



## FISCAL YEAR 2012-13 BUDGET

### DEPARTMENT/DIVISION: TRAVEL AND TOURISM

#### DEPARTMENT OVERVIEW:

Travel & Tourism works with area hotels, motels, attractions, and other visitor related organizations to create and implement programs to increase business travel, leisure travel, military-related travel and visiting friends and relatives (VFR) travel in Goldsboro and surrounding area, thus increasing the economic impact of visitors to the community.

#### GOALS/MAJOR OBJECTIVES:

- 1) Marketing Materials – Internally and externally produced materials such as rack card, fulfillment piece/visitor guide, brochures, restaurant guides and printed pieces.
- 2) Advertising – T&T places ads in a variety of media each year, including various online venues, print media, billboard, radio and television outlets.
- 3) Inquiry Fulfillment – T&T sends visitor information to all qualified inquirers.
- 4) T&T facilitate meetings of the Wayne County Cultural & Heritage Consortium and monthly hotelier meetings.
- 5) Goldsboro Tourism Council – Governing body for the tourism department. Council meets monthly. Tourism staff responsible for coordinating meeting and providing reports.
- 6) Group Tour Assistance – T&T assists group in planning itineraries, visits and meeting functions. Provides assistance with lodging, gift bags and area information.
- 7) Calendar of Events and Various Websites – T&T maintains the various local events calendars, as well as, other statewide event calendars.
- 8) SJAFB Tours – T&T coordinates monthly base tours for civilians.

#### SIGNIFICANT BUDGET ISSUES:

- 1) Several major events which will require additional marketing.
  - a) 2 national AMA events at Busco Beach
  - b) Wings Over Wayne Air Show
  - c) Sporting Events with Parks & Rec

Report: FZRWKSH  
Date: 06/05/2012

City of Goldsboro, NC  
Budget Worksheet  
Budget Fiscal Year: 13 Budget ID: FY1213

Organization: 9077 Occupancy Tax/Travel & Tourism  
Fund: 0095 Occupancy Tax Fund

Acct	Account Title	Prior Year Actual 2010-11	Current Year Budget 2011-12	PROJYR Projected 2011-12	TMPREQ Temporary 2012-13	RECOMM Recommended 2012-13	APPRVD Approved 2012-13
1210	Salaries & Wages Regular		0	0	84,657	84,657	84,657
1276	Salary Reserve		0	0	2,423	1,453	1,453
1810	Social Security		0	0	6,477	6,477	6,477
1821	NCLGERS-Retirement		0	0	5,783	5,706	5,706
1822	401-K Retirement		0	0	2,116	847	847
1830	Hospital Insurance		0	0	12,672	12,672	12,672
2323	Other Training		0	0	2,000	2,000	2,000
2993	Operational Supplies		0	0	21,200	21,200	21,200
3121	Travel		0	0	21,245	14,445	14,445
3210	Telephone		0	0	2,840	2,840	2,840
3250	Postage		0	0	6,000	6,000	6,000
3310	Electricity		0	0	9,000	9,000	9,000
3330	Natural Gas		0	0	500	500	500
3410	Printing		0	0	13,750	10,050	10,050
3532	Maintenance of Enhancement Areas		0	0	10,300	10,300	10,300
3700	Advertising		0	0	116,763	72,050	72,050
3703	Air Show Donation	20,000	0	0	0	0	30,000
4912	Fees & Dues		0	0	6,970	6,470	6,470
4916	Chamber Of Commerce		0	0	12,539	18,000	18,000
6994	Arts Council		0	0	0	0	0
8212	Travel and Tourism Services	294,392	272,576	272,576	0	0	0
9947	Museum		0	0	0	0	0
	Fund Total:	314,392	272,576	272,576	337,235	284,667	314,667
	Organization Total:	314,392	272,576	272,576	337,235	284,667	314,667

## TRAVEL & TOURISM FY 2012-13

<u>NUMBER</u>	<u>POSITION</u>	<u>GRADE</u>
1	TRAVEL & TOURISM DIRECTOR	24
1	ADMINISTRATIVE ASSISTANT	11
2	AUTHORIZED	

NUMBER OF EMPLOYEES:	FY 2011-12	FY 2012-13	2
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TOTAL BONDED INDEBTEDNESS JULY 1, 2012

	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
STREET	4,414,178	1,376,026	5,790,204
UTILITY	19,566,823	5,401,341	24,968,164
	23,981,001	6,777,367	30,758,368

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$1,973,083 - WATER REFUNDING - 2005

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	4.000	904,479	431,723	36,179	467,902
13-14	4.000	472,756	426,371	18,910	445,281
14-15	4.000	46,385	46,385	1,855	48,240
TOTAL WATER SERIES 2005			904,479	56,944	961,423

**61-4176-7100 Principal**

**61-4176-7200 Interest**

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS

\$4,465,000 SEWER-2005

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	5.000	2,893,080	224,560	125,106	349,666
13-14	5.000	2,668,520	224,560	113,878	338,438
14-15	4.000	2,443,960	224,560	102,650	327,210
15-16	4.000	2,219,400	224,560	93,668	318,228
16-17	4.000	1,994,840	224,560	84,685	309,245
17-18	4.125	1,770,280	224,560	75,703	300,263
18-19	4.250	1,545,720	224,560	66,440	291,000
19-20	4.250	1,321,160	224,560	56,896	281,456
20-21	4.250	1,096,600	224,560	47,464	272,024
21-22	4.250	872,040	224,560	37,921	262,481
22-23	4.375	647,480	224,560	28,377	252,937
23-24	4.375	422,920	224,560	18,552	243,112
24-25	4.400	198,360	198,360	8,728	207,088
TOTAL SEWER SERIES 2005			2,893,080	860,068	3,753,148

**61-4177-7100 Principal**

**61-4177-7200 Interest**



# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$8,605,000 SEWER 2010

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	3.000	8,450,000	165,000	318,401	483,401
13-14	3.000	8,285,000	165,000	313,451	478,451
14-15	3.000	8,120,000	220,000	308,501	528,501
15-16	3.000	7,900,000	235,000	301,901	536,901
16-17	3.250	7,665,000	265,000	294,851	559,851
17-18	3.250	7,400,000	385,000	286,239	671,239
18-19	4.000	7,015,000	540,000	273,726	813,726
19-20	3.350	6,475,000	545,000	252,126	797,126
20-21	3.500	5,930,000	545,000	233,869	778,869
21-22	3.750	5,385,000	550,000	214,794	764,794
22-23	4.000	4,835,000	585,000	194,169	779,169
23-24	4.000	4,250,000	585,000	170,769	755,769
24-25	4.000	3,665,000	590,000	147,369	737,369
25-26	4.000	3,075,000	615,000	123,769	738,769
26-27	4.000	2,460,000	615,000	99,169	714,169
27-28	4.000	1,845,000	615,000	74,569	689,569
28-29	4.000	1,230,000	615,000	49,969	664,969
29-30	4.125	615,000	615,000	25,369	640,369
TOTAL SEWER SERIES 2010			8,450,000	3,683,011	12,133,011

61-4177-7100 Principal  
61-4177-7200 Interest

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$3,288,471 SEWER REFUNDING - 2005

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	4.000	1,507,464	719,539	60,299	779,838
13-14	4.000	787,925	710,619	31,517	742,136
14-15	4.000	77,306	77,306	3,092	80,398
TOTAL SEWER SERIES 2005			1,507,464	94,908	1,602,372

**61-4177-7100 Principal**  
**61-4177-7200 Interest**

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$4,600,000 SEWER REFUNDING - 2010

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	2.500	3,735,000	410,000	117,925	527,925
13-14	2.500	3,325,000	405,000	107,675	512,675
14-15	4.000	2,920,000	995,000	97,550	1,092,550
15-16	3.000	1,925,000	995,000	57,750	1,052,750
16-17	3.000	930,000	930,000	27,900	957,900
TOTAL SEWER REFUNDING SERIES 2010			3,735,000	408,800	4,143,800

**61-4177-7100 Principal**  
**61-4177-7200 Interest**

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS 2,320,800 SEWER REFUNDING - 2011

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	2.670	2,076,800	222,400	55,451	277,851
13-14	2.670	1,854,400	219,200	49,512	268,712
14-15	2.670	1,635,200	216,000	43,660	259,660
15-16	2.670	1,419,200	212,800	37,893	250,693
16-17	2.670	1,206,400	209,600	32,211	241,811
17-18	2.670	996,800	206,400	26,615	233,015
18-19	2.670	790,400	203,200	21,104	224,304
19-20	2.670	587,200	199,200	15,678	214,878
20-21	2.670	388,000	196,000	10,360	206,360
21-22	2.670	192,000	192,000	5,126	197,126
TOTAL STREET SERIES 2011			2,076,800	297,610	2,374,410

**11-7310-7100 Principal**  
**11-7310-7200 Interest**

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$1,500,000 - STREET 2005

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	5.000	971,920	75,440	42,029	117,469
13-14	5.000	896,480	75,440	38,257	113,697
14-15	4.000	821,040	75,440	34,485	109,925
15-16	4.000	745,600	75,440	31,467	106,907
16-17	4.000	670,160	75,440	28,450	103,890
17-18	4.125	594,720	75,440	25,432	100,872
18-19	4.250	519,280	75,440	22,320	97,760
19-20	4.250	443,840	75,440	19,114	94,554
20-21	4.250	368,400	75,440	15,946	91,386
21-22	4.250	292,960	75,440	12,739	88,179
22-23	4.375	217,520	75,440	9,533	84,973
23-24	4.375	142,080	75,440	6,233	81,673
24-25	4.400	66,640	66,640	2,932	69,572
TOTAL STREET SERIES 2005			971,920	288,937	1,260,857

**11-7310-7100 Principal**  
**11-7310-7200 Interest**

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$3,500,000 - STREET 2008

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	3.750	2,800,000	175,000	114,625	289,625
13-14	3.750	2,625,000	175,000	108,063	283,063
14-15	3.750	2,450,000	175,000	101,500	276,500
15-16	4.000	2,275,000	175,000	94,938	269,938
16-17	4.000	2,100,000	175,000	87,938	262,938
17-18	4.000	1,925,000	175,000	80,938	255,938
18-19	4.000	1,750,000	175,000	73,938	248,938
19-20	4.000	1,575,000	175,000	66,938	241,938
20-21	4.000	1,400,000	175,000	59,938	234,938
21-22	4.000	1,225,000	175,000	52,938	227,938
22-23	4.125	1,050,000	175,000	45,938	220,938
23-24	4.250	875,000	175,000	38,718	213,718
24-25	4.375	700,000	175,000	31,281	206,281
25-26	4.500	525,000	175,000	23,625	198,625
26-27	4.500	350,000	175,000	15,750	190,750
27-28	4.500	175,000	175,000	7,875	182,875
TOTAL STREET SERIES 2008			2,800,000	1,004,937	3,804,937

**11-7310-7100 Principal**  
**11-7310-7200 Interest**

# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$268,446 - STREET REFUNDING - 2005

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	4.000	123,058	58,738	4,922	63,660
13-14	4.000	64,320	58,010	2,573	60,583
14-15	4.000	6,310	6,310	253	6,563
TOTAL STREET SERIES 2005			123,058	7,748	130,806

**11-7310-7100 Principal**  
**11-7310-7200 Interest**



# BOND RETIREMENT AND INTEREST SCHEDULE

## GENERAL OBLIGATION BONDS \$580,200 STREET REFUNDING 2011

PAYABLE FISCAL YEAR	INTEREST RATES	BALANCE DUE	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
12-13	2.670	519,200	55,600	13,863	69,463
13-14	2.670	463,600	54,800	12,378	67,178
14-15	2.670	408,800	54,000	10,915	64,915
15-16	2.670	354,800	53,200	9,473	62,673
16-17	2.670	301,600	52,400	8,053	60,453
17-18	2.670	249,200	51,600	6,654	58,254
18-19	2.670	197,600	50,800	5,276	56,076
19-20	2.670	146,800	49,800	3,920	53,720
20-21	2.670	97,000	49,000	2,590	51,590
21-22	2.670	48,000	48,000	1,282	49,282
TOTAL STREET SERIES 2011			519,200	74,404	593,604

**11-7310-7100 Principal**  
**11-7310-7200 Interest**