



***CITY OF GOLDSBORO***  
***ADOPTED BUDGET***  
***FY 2020-2021***  
***June 17, 2020***





## **TABLE OF CONTENTS**

**FY 20-21 Adopted Budget June 17, 2020**

### **Main Chapters**

#### **I. Introduction Section**

#### **II. Departmental Detail**

##### **a. Revenue by Fund**

##### **b. Expenditures by Organization**

###### **i. Narrative**

###### **ii. Expenditures Budget Summary**

### **I. INTRODUCTION SECTION**

1. Manager's Message.....	7
2. Summary by Fund .....	13
3. Summary by Organization.....	15
4. Advertising Affidavit .....	19
5. Adopted FY20-21 Budget Ordinance.....	20
6. Adopted FY20-21 Water & Sewer Rate Resolution .....	29
7. Agency Summary.....	33
8. Capital Outlay Summary .....	35
9. Debt Summary.....	45
10. Economic Development Summary.....	47
11. Position Summary .....	49

## II. DEPARTMENTAL DETAIL

### 1. General Fund

a. Revenue.....	87
b. Mayor & Council .....	103
c. City Manager .....	111
d. Human Resources .....	121
e. Community Relations .....	135
f. Paramount Theater .....	145
g. Goldsboro Event Center .....	155
h. Inspections .....	161
i. Downtown Development .....	173
j. Information Technology .....	185
k. Public Works Administration .....	203
l. Public Works - Garage .....	213
m. Public Works - Buildings & Grounds .....	227
n. Public Works - Cemetery .....	239
o. Public Works - Street Maintenance .....	283
p. Engineering - Street Utilities .....	319
q. Engineering - Street Paving .....	322
r. Public Works - Solid Waste .....	295
s. Engineering .....	307
t. Finance .....	249
u. Planning & Redevelopment .....	269
v. Fire Department .....	325
w. Police Department.....	339
x. Parks and Recreation.....	361
y. Golf Course.....	377
z. Special Expense .....	369
aa. Non-Recurring Capital Outlay.....	389
bb. Transfers & Shared Services.....	397
cc. Debt.....	399



## DEPARTMENTAL DETAIL (continued)

2. Stormwater Fund	
a. Revenue.....	401
b. Stormwater Operations .....	403
c. Transfers & Shared Services.....	417
d. Debt.....	419
3. Community Development Fund	
a. Revenue.....	423
b. Transfers & Shared Services.....	421
4. Utility Fund	
a. Revenue .....	425
b. Billing, Inventory & Meter Services .....	429
c. Distribution & Collections.....	437
d. Water Treatment Plant .....	449
e. Water Reclamation Facility .....	465
f. Compost Facility .....	481
g. Utility Fund Capital Expense.....	493
h. Transfers & Shared Services.....	497
i. Debt.....	499
5. Downtown District Fund	
a. Revenue .....	501
b. Downtown District .....	503
c. Transfers & Shared Services.....	505
6. Occupancy Tax Fund	
a. Revenue .....	507
b. Civic Center .....	511
c. Travel & Tourism .....	513
7. General Fund Capital Reserve	
a. Revenue.....	527
b. Transfers & Shared Services.....	525



June 18, 2020

**Honorable Mayor and Councilmembers:**

It is my pleasure to submit for your records the City of Goldsboro Fiscal Year (FY) 2020-2021 adopted budget of \$63,902,747. This budget is an increase of 1.14% from last year and projects sufficient revenues to fund expenditures for the period of July 1, 2020 through June 30, 2021.

Due to the Coronavirus' (COVID-19) adverse impact on our economy in FY19-20 and unknown effect in FY20-21, revenue assumptions are conservative and include no economic growth at the current City tax rates. Water and sewer utility consumption rates increase 17.5% in order to sustain operations and critical infrastructure. Goldsboro's rates remain less than the average of North Carolina cities benchmarked in our recent study. A \$1 per month recycling surcharge is added to solid waste fees for increased recycling costs. Planning fees are increased to pay for advertising associated with public hearings and other services.

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

Significant investments focused on Council goals and citizen expectations include:

**Safe and Secure Community:**

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

**Strong and Diverse Economy:**

The City is fortunate to benefit from the \$750 million annual local economic impact of Seymour Johnson AFB. The military active duty, reservists, retirees, civilians, and dependents are a significant portion of our residents and visitors, and the City budget supports activities that ensure our relationship remains strong. The City's \$9 million investment in revitalizing downtown is realizing a 6:1 return from state, federal, and private investment. Over the next two years, at least \$15 million in private funding will refurbish eight buildings and add more than 65 apartments and 19,000 square feet of commercial space. Investments in the Maxwell Regional Agricultural and Convention Center and the Bryan Multi-Sports Complex will continue to draw out of town travelers who add to our economy and tax revenue when COVID-19 restrictions allow for associated events. The City remains committed in partnering with Wayne County to develop the Goldsboro Industrial Park located off Patetown Road and anticipates economic growth along the Highway 70 bypass interchanges due to availability of vacant land and adequate water and sewer utilities.

**Exceptional Quality of life:**

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

**Racial and Cultural Harmony:**

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

**Model of Excellence in Government:**

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

## ADOPTED BUDGET OVERVIEW

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

Fund	Adopted FY 2019-20	Recommended FY 2020-21	Difference	Explanation (if needed)
General	\$43,395,311	\$42,425,220	(\$970,091)	Flat revenue growth due to COVID-19 uncertainty in the economy. Fund balance appropriation reduced \$600K; reduction of agency and state shared revenues such as FEMA \$578K.
General Fund Capital Reserve	1,000	1,000		
Community Development	800	800		
Stormwater	1,366,249	1,775,600	409,351	Loan proceeds for street sweeper in FY21 \$268K; revenue actuals for stormwater fee \$138K
Utility	17,207,328	18,402,385	1,195,057	Includes 17.5% water and sewer rate increase and \$1M decrease for Case Farms violation charges
Downtown District	100,351	97,898	(2,453)	
Occupancy Tax	1,113,732	1,199,844	86,112	Flat revenue growth due to COVID-19 uncertainty in the economy.
Totals	\$63,184,771	\$64,902,747	\$717,976	



Highlights of the adopted budget include:

Item	Change	Notes
Tax Rate	No	Current rate is 65 cents per \$100 of valuation.
Municipal Service District	No	Current rate is 23.5 cents per \$100 of valuation.
Occupancy Tax	No	Current occupancy tax is 5 percent for city and 1 percent for county.
Solid Waste Fee	Yes	\$1 per month for recycling surcharge.
Utility Rates & Fees	Yes	17.5% rate increase for water and sewer.
Stormwater Fee	No	No fee increase.
New Debt General/Utility Fund	Yes	Financing for new equipment (\$1,097,930).
Business Registration Fee	No	\$20 annually for businesses operating within the City of Goldsboro.
Vehicle Licensing Tax	No	\$10 per vehicle residing within the City limits.
Planning Fees	Yes	Increased fees to pay for advertising costs.
Number of Positions Authorized/Funded	Yes	FY20 474 FTE's to FY21 480 FTE's (8 added and 2 cancelled)
New Positions Authorized/Funded	Yes	8 Full-Time employees: General Fund (2) Utility Fund (5) Stormwater Fund (1)
Retirement Rates	Yes	Employer contribution increase \$224,098; General Employee 9.02% to 10.21% and Law Enforcement Employees 9.7% to 10.84%.
Health Insurance Changes	Yes	The City joined NC State Health Plan in January 2016. A 2% increase from \$534.20 to \$545.00 per month in the employee rate is anticipated in January 2021.
Employee Pay Increases	Yes	Incorporated Evergreen Compensation and Class Pay Study "Bring to New Minimums" Option impacts 65 employees for a salary total of \$97,060 effective first full payroll in July 2020. Bonuses, and raises for merit and COLA were not included in the recommended budget due to budget constraints.
Employee 401(k) Contribution	No	Continue Contribution as 5% for sworn law enforcement and 4% for all non-sworn City employees.

## **BUDGET SUMMARY**

The total adopted budget for Fiscal Year 2020-21 is \$63,902,747 and is balanced as required by North Carolina General Statute §159-11. The budget is summarized below:

	<b>Estimated Revenues</b>	<b>Estimated Expenditures</b>	<b>Fund Balance Appropriated</b>
General Fund	\$ 42,412,256	\$ 42,425,220	\$ 12,964
General Fund Capital Reserve	\$ 1,000	\$ 1,000	
Community Development	\$ 800	\$ 800	
Stormwater Fund	\$ 1,775,600	\$ 1,775,600	
Utility Fund	\$ 18,402,385	\$ 18,402,385	
Downtown District	\$ 97,898	\$ 97,898	
Occupancy Tax	\$ 1,043,881	\$ 1,199,844	\$ 155,963
Subtotal	\$ 63,733,820	\$ 63,902,747	\$ 168,927
Plus Appropriation of Fund Balance	\$ 168,927		
<b>TOTAL BUDGET FY20-21</b>	<b>\$ 63,902,747</b>	<b>\$ 63,902,747</b>	

Respectfully submitted,



Timothy M. Salmon  
City Manager



FY2020-21		FY20 Adopted Budget Original 6/17/19	FY20 Amended Budget Dec 31	6/30/20 Estimated Actuals (JUN30)	FY20-21 Dept Request (DEPT)	Manager Submitted 6/1/20 (MGR04)	ADOPTED 6/17/20 (ADOPT1)
11-General Operating	Revenues	\$43,395,311	\$45,017,296	\$40,574,759	\$39,377,891	\$42,425,220	\$42,425,220
	Expenditures	\$43,395,311	\$45,017,296	\$46,306,759	\$54,103,352	\$42,425,220	\$42,425,220
<b>General Fund</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$5,732,000)</b>	<b>(\$14,725,461)</b>	<b>(\$0)</b>	<b>\$0</b>
1110-Capital Reserve	Revenues	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	Expenditures	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
<b>General Fund Capital Reserve</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
15-Stormwater Fund	Revenues	\$1,366,249	\$1,467,481	\$1,513,583	\$1,775,600	\$1,775,600	\$1,775,600
	Expenditures	\$1,366,249	\$1,467,481	\$1,388,482	\$1,775,600	\$1,775,600	\$1,775,600
<b>Stormwater Fund</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,101</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
22-Community Development	Revenues	\$800	\$800	\$800	\$800	\$800	\$800
	Expenditures	\$800	\$800	\$800	\$800	\$800	\$800
<b>Community Development Fur</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
61-Utility Fund	Revenues	\$17,207,328	\$20,424,368	\$18,171,158	\$18,933,616	\$18,933,616	\$18,402,385
	Expenditures	\$17,207,328	\$20,424,368	\$19,569,854	\$25,029,800	\$18,933,616	\$18,402,385
<b>Utility Fund</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$1,398,696)</b>	<b>(\$6,096,184)</b>	<b>\$0</b>	<b>\$0</b>
70-Downtown Special District	Revenues	\$100,351	\$121,701	\$97,779	\$97,898	\$97,898	\$97,898
	Expenditures	\$100,351	\$121,701	\$207,731	\$97,898	\$97,898	\$97,898
<b>Downtown Goldsboro Specia</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$109,952)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
95-Occupancy Tax Fund	Revenues	\$1,113,732	\$1,113,732	\$971,146	\$1,063,881	\$1,159,844	\$1,199,844
	Expenditures	\$1,113,732	\$1,113,732	\$1,077,351	\$1,132,631	\$1,159,844	\$1,199,844
<b>Occupancy Tax Fund</b>	<b>Surplus/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$106,205)</b>	<b>(\$68,750)</b>	<b>\$0.00</b>	<b>\$0</b>
<b>TOTAL ALL FUNDS</b>	<b>Revenues</b>	<b>\$63,184,771</b>	<b>\$68,146,378</b>	<b>\$61,330,225</b>	<b>\$61,250,686</b>	<b>\$64,393,978</b>	<b>\$63,902,747</b>
	<b>Expenditures</b>	<b>\$63,184,771</b>	<b>\$68,146,378</b>	<b>\$68,551,977</b>	<b>\$82,141,081</b>	<b>\$64,393,978</b>	<b>\$63,902,747</b>
<b>Surplus/(Deficit)</b>		<b>\$0</b>	<b>\$0</b>	<b>(\$7,221,752)</b>	<b>(\$20,890,395)</b>	<b>(\$0)</b>	<b>\$0</b>







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

**General Fund**

Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20	Adopted 6/17/20
0001	Tax Revenues	\$ 17,112,891	\$ 17,153,130	\$ 17,153,130	\$ 17,153,130
0002	Licenses & Permits	\$ 372,490	\$ 375,525	\$ 375,525	\$ 375,525
0003	Revenue Other Agencies	\$ 14,023,117	\$ 13,281,029	\$ 15,014,633	\$ 15,014,633
0004	Charges For Services	\$ 4,817,829	\$ 4,861,650	\$ 4,969,581	\$ 4,969,581
0005	Capital Returns	\$ 168,018	\$ 169,100	\$ 1,361,930	\$ 1,361,930
0006	Miscellaneous Revenue	\$ 1,165,882	\$ 490,500	\$ 490,500	\$ 490,500
0007	Shared Services	\$ 2,914,532	\$ 3,046,957	\$ 3,046,957	\$ 3,046,957
0009	Fund Balance Withdrawal			\$ 12,964	\$ 12,964
<b>Total Revenues - General Fund</b>		<b>\$ 40,574,759</b>	<b>\$ 39,377,891</b>	<b>\$ 42,425,220</b>	<b>\$ 42,425,220</b>

Orgn	Orgn Name	Jun 30 Est	Dept	Manager Recomm. 6/1/20	Adopted 6/17/20
1011	Mayor & Council	\$ 424,554	\$ 351,903	\$ 350,028	\$ 350,028
1012	City Manager	\$ 1,060,168	\$ 967,624	\$ 806,851	\$ 806,851
1016	Human Resources Management	\$ 658,168	\$ 676,706	\$ 661,186	\$ 661,186
1017	Community Relations	\$ 219,006	\$ 223,281	\$ 160,985	\$ 160,985
1018	Paramount Theater	\$ 744,653	\$ 813,848	\$ 606,537	\$ 606,537
1019	Postage Service Credits	\$ (18,787)	\$ (32,140)	\$ (32,140)	\$ (32,140)
1020	Goldsboro Event Center	\$ 149,073	\$ 148,121	\$ 131,731	\$ 131,731
1024	Inspections	\$ 820,885	\$ 648,029	\$ 600,174	\$ 600,174
1025	Downtown Development	\$ 431,418	\$ 652,018	\$ 294,141	\$ 254,141
1030	Information Technology	\$ 1,773,054	\$ 3,114,830	\$ 2,074,759	\$ 2,074,759
1111	Public Works - Administration	\$ 500,670	\$ 523,203	\$ 467,474	\$ 467,474
1114	Garage	\$ 2,306,539	\$ 2,530,877	\$ 2,121,518	\$ 2,121,518
1115	Garage Service Credits	\$ (1,610,845)	\$ (1,792,780)	\$ (1,478,825)	\$ (1,478,825)
1133	Buildings & Grounds	\$ 853,281	\$ 982,846	\$ 731,717	\$ 731,717
1142	Cemetery	\$ 349,131	\$ 427,982	\$ 361,882	\$ 361,882
2111	Finance	\$ 1,518,085	\$ 1,696,824	\$ 1,543,790	\$ 1,543,790
2112	Office Supply Credits	\$ (7,217)	\$ (7,357)	\$ (7,357)	\$ (7,357)
3151	Planning & Redevelopment	\$ 1,209,132	\$ 1,884,808	\$ 1,518,973	\$ 1,518,973
4134	Street Maintenance	\$ 1,065,709	\$ 981,024	\$ 948,501	\$ 948,501
4135	Streets Utilities	\$ 516,500	\$ 521,000	\$ 521,000	\$ 521,000
4136	Street Paving Division	\$ -	\$ 687,500	\$ 187,500	\$ 187,500
4143	Solid Waste	\$ 3,730,671	\$ 4,203,416	\$ 3,600,852	\$ 3,600,852
4172	Engineering	\$ 875,421	\$ 1,000,504	\$ 984,926	\$ 984,926
5120	Fire Department	\$ 6,625,683	\$ 7,011,424	\$ 6,246,341	\$ 6,281,341
6121	Police Department	\$ 9,953,244	\$ 11,558,931	\$ 9,548,140	\$ 9,548,140
7310	Special Expense Fees	\$ 577,289	\$ 754,029	\$ 441,900	\$ 441,900
7315	Non-Recurring Capital Outlay	\$ 201,444	\$ 410,785	\$ 410,785	\$ 410,785
7460	Parks and Recreation	\$ 3,498,557	\$ 5,099,226	\$ 3,157,049	\$ 3,204,826
7461	Golf Course	\$ 658,259	\$ 859,003	\$ 595,492	\$ 558,496
8101	Transfers & Shared Services	\$ 809,658	\$ 851,000	\$ 11,017	\$ 5,236
8111	Debt Service	\$ 6,413,357	\$ 6,354,888	\$ 4,858,292	\$ 4,858,292
<b>Total Expenditures-General Fund</b>		<b>\$ 46,306,759</b>	<b>\$ 54,103,352</b>	<b>\$ 42,425,220</b>	<b>\$ 42,425,220</b>



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

**General Fund Capital Reserve**

<b>Orgn</b>	<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
0008	Transfers In Revenue	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	Fund Balance Withdrawal				
	<b>Total Revenues-Gen Fd Capital Reserve</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
8101	Transfers & Shared Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	<b>Total Expenditures-Gen Fd Capital Reserve</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>

**Stormwater Fund**

<b>Orgn</b>	<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
0004	Charges For Services	\$ 1,505,208	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
0005	Capital Returns	\$ 8,375	\$ 275,600	\$ 275,600	\$ 275,600
0009	Fund Balance Withdrawal				
	<b>Total Revenues-Stormwater Fund</b>	<b>\$ 1,513,583</b>	<b>\$ 1,775,600</b>	<b>\$ 1,775,600</b>	<b>\$ 1,775,600</b>
4137	Stormwater Division	\$ 993,397	\$ 1,251,395	\$ 1,251,395	\$ 1,251,395
8101	Transfers & Shared Services	\$ 270,000	\$ 399,386	\$ 399,386	\$ 399,386
8111	Debt Service	\$ 125,085	\$ 124,819	\$ 124,819	\$ 124,819
	<b>Total Expenditures-Stormwater Fund</b>	<b>\$ 1,388,482</b>	<b>\$ 1,775,600</b>	<b>\$ 1,775,600</b>	<b>\$ 1,775,600</b>

**CDBG Fund**

<b>Orgn</b>	<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
0005	Capital Returns	\$ 800	\$ 800	\$ 800	\$ 800
	Fund Balance Withdrawal				
	<b>Total Revenues-CDBG Fund</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 800</b>
8101	Transfers & Shared Services	\$ 800	\$ 800	\$ 800	\$ 800
	<b>Total Expenditures-CDBG Fund</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 800</b>



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

**Utility Fund**

<b>Orgn</b>	<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
0004	Charges For Services	\$ 17,103,482	\$ 18,600,049	\$ 18,600,049	\$ 18,068,818
0005	Capital Returns	\$ 58,211	\$ 32,542	\$ 32,542	\$ 32,542
0006	Miscellaneous Revenue	\$ 1,009,465	\$ 301,025	\$ 301,025	\$ 301,025
0009	Fund Balance Withdrawal				
<b>Total Revenues-Utility Fund</b>		<b>\$ 18,171,158</b>	<b>\$ 18,933,616</b>	<b>\$ 18,933,616</b>	<b>\$ 18,402,385</b>
4174	Billing & Meter Services	\$ -	\$ 775,751	\$ 775,750	\$ 770,682
4175	Distribution & Collection	\$ 2,476,668	\$ 2,854,525	\$ 2,388,026	\$ 2,376,581
4176	Water Treatment Plant	\$ 3,669,859	\$ 4,501,493	\$ 2,955,171	\$ 2,837,648
4177	Water Reclamation Facility	\$ 4,121,500	\$ 6,452,252	\$ 3,962,640	\$ 3,638,009
4178	Utility Fund Capital Expense	\$ 2,252,472	\$ 2,411,786	\$ 766,786	\$ 701,210
4179	Compost Facility	\$ 881,141	\$ 1,008,237	\$ 862,244	\$ 838,024
8101	Transfers & Shared Services	\$ 3,215,531	\$ 3,588,105	\$ 3,785,349	\$ 3,802,580
8111	Debt Service	\$ 2,952,683	\$ 3,437,651	\$ 3,437,651	\$ 3,437,651
<b>Total Expenditures-Utility Fund</b>		<b>\$ 19,569,854</b>	<b>\$ 25,029,800</b>	<b>\$ 18,933,616</b>	<b>\$ 18,402,385</b>

**Downtown Municipal Service District**

<b>Orgn</b>	<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
0001	Tax Revenues	\$ 96,521	\$ 97,075	\$ 97,075	\$ 97,075
0005	Capital Returns	\$ 874	\$ 823	\$ 823	\$ 823
0006	Miscellaneous Revenue	\$ 384	\$ -	\$ -	\$ -
0009	Fund Balance Withdrawal				
<b>Total Revenues-Downtown MSD</b>		<b>\$ 97,779</b>	<b>\$ 97,898</b>	<b>\$ 97,898</b>	<b>\$ 97,898</b>
8101	Transfers & Shared Services	\$ 100,000	\$ 17,000	\$ 17,000	\$ 17,000
8350	Downtown District	\$ 107,731	\$ 80,898	\$ 80,898	\$ 80,898
<b>Total Expenditures-Downtown MSD</b>		<b>\$ 207,731</b>	<b>\$ 97,898</b>	<b>\$ 97,898</b>	<b>\$ 97,898</b>



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

**Occupancy Tax Fund**

<b>Orgn</b>	<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
0004	Charges For Services	\$ 953,095	\$ 1,031,800	\$ 1,031,800	\$ 1,031,800
0005	Capital Returns	\$ 5,520	\$ 5,500	\$ 5,500	\$ 5,500
0006	Miscellaneous Revenue	\$ 12,531	\$ 6,581	\$ 6,581	\$ 6,581
0009	Fund Balance Withdrawal	\$ -	\$ 20,000	\$ 115,963	\$ 155,963
<b>Total Revenues-Occupancy Tax</b>		<b>\$ 971,146</b>	<b>\$ 1,063,881</b>	<b>\$ 1,159,844</b>	<b>\$ 1,199,844</b>
9076	Occupancy Tax/Civic Center	\$ 653,142	\$ 680,720	\$ 791,341	\$ 791,341
9077	Occupancy Tax/Travel & Tourism	\$ 424,209	\$ 451,911	\$ 368,502	\$ 408,503
<b>Total Expenditures-Occupancy Tax</b>		<b>\$ 1,077,351</b>	<b>\$ 1,132,631</b>	<b>\$ 1,159,843</b>	<b>\$ 1,199,844</b>

**Total All Funds**

<b>Orgn Name</b>	<b>Jun 30 Est</b>	<b>Dept</b>	<b>Manager Recomm. 6/1/20</b>	<b>Adopted 6/17/20</b>
Revenue	\$ 61,330,225	\$ 61,250,686	\$ 64,393,978	\$ 63,902,747
Expenditures	\$ 68,551,978	\$ 82,141,081	\$ 64,393,978	\$ 63,902,747
<b>Surplus/(Deficit)</b>	<b>\$ (7,221,753)</b>	<b>\$ (20,890,395)</b>	<b>\$ 0</b>	<b>\$ (0)</b>

AFFP

City of Goldsboro Notice of Pu

**City of Goldsboro  
Notice of Public Hearing  
FY 2020-2021 Budget**

**Affidavit of Publication**

STATE OF NC }  
COUNTY OF WAYNE }

SS

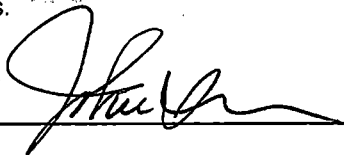
John McClure, being duly sworn, says:

That he is Publisher of the Goldsboro News-Argus, a daily newspaper of general circulation, printed and published in Goldsboro, Wayne County, NC; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

May 30, 2020

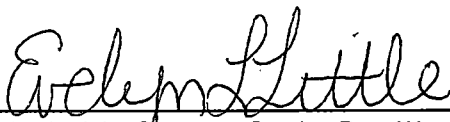
That said newspaper was regularly issued and circulated on those dates.

SIGNED:



Publisher

Subscribed to and sworn to me this 30th day of May 2020.



Evelyn L Little, Customer Service Rep, Wayne County, NC

My commission expires: April 10, 2024

40090942 40369880

Chestine Faison  
City Of Goldsboro  
Po Drawer A  
Goldsboro, NC 275333

4-10-2024

The public is hereby advised that per G.S. 159-12, the City Manager has submitted the proposed budget for the City of Goldsboro for FY 2020-2021 to the Mayor and the City Council. A copy of the proposed budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021 is on file in the office of the City Clerk and on the City of Goldsboro's website, <http://www.goldsboronc.gov/>. The budget is available for public inspection during normal business hours from 8:00 a.m. to 5:00 p.m. until the budget ordinance is adopted. The City Clerk's office is located in City Hall at 200 North Center Street, Goldsboro, North Carolina.

The City Council will conduct a public hearing on the proposed budget during their regularly scheduled meeting on Monday, June 15, 2020 at 7:00 p.m., or as soon thereafter as may be heard, in the Large Conference Room located at the City Hall Annex Building, Room 206 at 200 North Center Street, Goldsboro, North Carolina. Any person who wishes to be heard on the budget may appear.

Catherine F. Gwynn  
Director of Finance



**ANNUAL BUDGET ORDINANCE**  
**FISCAL YEAR 2020-2021**

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

Section 1. Summary

SUMMARY	REVENUES	APPROPRIATIONS
General Fund	\$ 42,425,220	42,425,220
Stormwater Fund	1,775,600	1,775,600
Community Development Fund	800	800
Utility Fund	18,402,385	18,402,385
Downtown Special District Fund	97,898	97,898
Occupancy Tax Fund	1,199,844	1,199,844
General Fund Capital Reserve	1,000	1,000
<b>TOTAL BUDGET</b>	<b>\$ 63,902,747</b>	<b>\$ 63,902,747</b>

Section 2. 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, 2020, for the purpose of raising revenue from current year's property tax to finance the appropriations following this Ordinance:

**TOTAL RATE PER \$100 VALUATION \$.65**

Such rates of tax are based on an estimated total assessed valuation of real property for the purpose of taxation of \$2,554,399,456 and an estimated rate of collection of 98.97%.

Section 2-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.

**TOTAL RATE PER \$100 VALUATION \$.235**

Section 3. There is hereby levied and shall be collected for the Fiscal Year beginning July 1, 2020, 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 2017, 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 4. There is hereby levied a monthly recycling surcharge of \$1.00 per customer. There is hereby levied a 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 5. There is an annual backflow prevention inspection fee assessed to businesses for small devices 2" or less in diameter of \$75.00 and \$90.00 for larger devices that are more than 2" in diameter. The fee is assessed to businesses that elect to have the City inspect their device on an annual basis.

Section 6. All uncollected taxes shall, when collected, be placed in the General Fund.

Section 7. There is hereby levied an annual vehicle licensing tax of \$10.00 per vehicle. This tax will be levied to all vehicles listed within the City limits of Goldsboro.

Section 8. All residential developed property within the city limits will be charged \$4.50 per month effective July 1, 2020. Single family residential units will be charged \$4.50 per month and multi-family and commercial properties will be billed based on their individual impervious area (ERU), which equates to \$4.50 for 3,000 s.f. of impervious area or Equivalent Residential Unit (ERU). The stormwater fee will be charged monthly on the utility bill.

Number of ERUs	Monthly Rate Per ERU
First 60 (Includes Residential)	\$ 4.50
61 to 100	\$ 3.00
101 to 150	\$ 2.00
Above 150	\$ 1.00

Section 9. The golf fees are as follows: (1) Cart Fees - \$13 per rental; (2) Regular Golf Membership - \$785 per year; (3) Senior Golf Membership - \$685 per year; (4) Junior (ages 14-25) Golf Membership - \$685 per year; (5) Military Single \$685 per year; and (6) City Employee \$685 per year. Rate sheet is attached.

Section 10. Planning fees are hereby levied in accordance with the attached rate schedule.

Section 11. Utility Rates for water and sewer shall increase seventeen and one-half percent (17.5%) effective with the first billing on August 1, 2020 as per the attached rate sheet.

All other utility rates, fees and charges previously established are hereby levied and heretofore established, authorized and adopted by the City Council of the City of Goldsboro.

Section 12. All fees, permits, charges previously established are hereby levied at rates heretofore established, authorized and adopted by the City Council of the City of Goldsboro, and shall be effective July 1, 2020 unless otherwise stated.

Section 13. The following is a schedule of the estimated revenues anticipated by the City of Goldsboro for the Fiscal Year beginning July 1, 2020, and ending June 30, 2021.

<b>FUND</b>	<b>REVENUE</b>
<b><u>GENERAL FUND</u></b>	
Tax Revenues	17,153,130
Licenses and Permits	375,525
Revenue from Other Agencies	15,014,633
Charges for Services	4,969,581
Capital Investment Returns	1,361,930
Miscellaneous Revenues	490,500
Shared Services	3,046,957
Appropriated Fund Balance	12,964
<b>TOTAL GENERAL FUND REVENUES</b>	<b>42,425,220</b>
<b><u>GENERAL FUND CAPITAL RESERVE</u></b>	
Transfers In	1,000
Appropriated Fund Balance	-
<b>TOTAL GENERAL FUND CAPITAL RESERVE REVENUES</b>	<b>1,000</b>
<b><u>STORMWATER FUND</u></b>	
Charges for Services	1,500,000
Capital Investment Returns	275,600
Appropriated Fund Balance	-
<b>TOTAL STORMWATER FUND REVENUES</b>	<b>1,775,600</b>
<b><u>COMMUNITY DEVELOPMENT FUND</u></b>	
Capital Investment Returns	800
Appropriated Fund Balance	-
<b>TOTAL COMMUNITY DEVELOPMENT FUND REVENUES</b>	<b>800</b>
<b><u>UTILITY FUND</u></b>	
Charges for Services	18,068,818
Capital Investment Returns	32,542
Miscellaneous Revenues	301,025
Appropriated Fund Balance	-
<b>TOTAL UTILITY FUND REVENUES</b>	<b>18,402,385</b>
<b><u>DOWNTOWN SPECIAL TAX DISTRICT FUND</u></b>	
Tax Revenues	97,075
Capital Investment Returns	823
Appropriated Fund Balance	-
<b>TOTAL DOWNTOWN SPECIAL TAX DISTRICT FUND REVENUES</b>	<b>97,898</b>
<b><u>OCCUPANCY TAX FUND</u></b>	
Charges for Services	1,031,800
Capital Investment Returns	5,500
Miscellaneous Revenues	6,581
Appropriated Fund Balance	155,963
<b>TOTAL OCCUPANCY TAX FUND REVENUES</b>	<b>1,199,844</b>
<b>TOTAL REVENUE APPROPRIATIONS</b>	<b>63,902,747</b>

Section 14. 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, 2020, and ending June 30, 2021 according to the following schedule:

<b>FUND</b>	<b>EXPENDITURE APPROPRIATIONS</b>
<b><u>GENERAL FUND</u></b>	
General Government	7,649,787
Transportation	1,657,001
Economic and Physical Development	2,376,000
Public Safety	17,414,581
Environmental Protection	3,962,734
Cultural and Recreational	4,501,590
Debt Service	4,858,292
Transfers	5,236
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>42,425,220</b>
<b><u>GENERAL FUND CAPITAL RESERVE</u></b>	
Transfers to Fund Balance	1,000
<b>TOTAL GENERAL FUND CAPITAL RESERVE EXPENDITURES</b>	<b>1,000</b>
<b><u>STORMWATER FUND</u></b>	
Stormwater Operations	1,251,395
Debt Service	124,819
Transfers & Shared Services	399,386
<b>TOTAL STORMWATER FUND EXPENDITURES</b>	<b>1,775,600</b>
<b><u>COMMUNITY DEVELOPMENT FUND</u></b>	
Transfers to Fund Balance	800
<b>TOTAL COMMUNITY DEVELOPMENT FUND EXPENDITURES</b>	<b>800</b>
<b><u>UTILITY FUND</u></b>	
Operations and Maintenance	11,162,154
Debt Service	3,437,651
Transfers & Shared Services	3,802,580
<b>TOTAL UTILITY FUND EXPENDITURES</b>	<b>18,402,385</b>
<b><u>DOWNTOWN SPECIAL TAX DISTRICT</u></b>	
Downtown Development Operations	80,898
Transfers to Fund Balance	17,000
<b>TOTAL DOWNTOWN SPECIAL TAX DISTRICT EXPENDITURES</b>	<b>97,898</b>
<b><u>OCCUPANCY TAX FUND</u></b>	
Civic Center	344,720
Travel & Tourism	408,503
Debt Service	446,621
Transfers	-
<b>TOTAL OCCUPANCY TAX FUND EXPENDITURES</b>	<b>1,199,844</b>
<b>TOTAL EXPENDITURE APPROPRIATIONS</b>	<b>63,902,747</b>

Section 15. Special Authorization Budget Officer:

A. The Budget Officer or his/her designee shall be authorized to reallocate departmental appropriations among the various objects of expenditures.

B. The Budget Officer or his/her designee 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 or his/her designee may make inter-fund loans for a period of not more than ninety (90) days.

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

E. Pre-audit certification shall be required for budgetary appropriations and signed by the finance director or assistant finance director approved for this purpose.

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

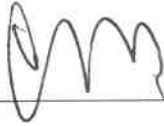
G. Salary Grades and Salary Ranges: The assignment of classes to salary grades and salary ranges are adopted herein by reference.

H. The City Manager is hereby authorized to increase the line item appropriation in the attached budget to cover those purchase orders which were issued prior to June 30, 2020, but not filled prior to that date, and is authorized to pay for all goods or services received pursuant to such purchase orders from all funds so appropriated. The City Manager shall report to the City Council all such purchase orders.

Section 16. 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 2020-21 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 17. The foregoing constitutes the Budget for the City of Goldsboro for the Fiscal Year beginning July 1, 2020, as adopted by the City Council on this 17<sup>th</sup> day of June, 2020.



Mayor

Attested by:



City Clerk

## GOLDSBORO MUNICIPAL GOLF COURSE PROPOSED FEES

### **ANNUAL PASS( MEMBERSHIPS )**

#### **Green Fee Only**

	Current	Proposed
Regular Single	\$816.00	\$785.00
Senior Single (60+)	\$684.00	\$685.00
Military (Active or Retired)	\$684.00	\$685.00
Junior (14-25)	\$684.00	\$685.00
City Employee		\$685.00
Additional Family Per Member		\$100.00

Same household under Children  
under 25 & Spouse. \$300 max

#### **Cart Fee**

Yearly Cart Plan	\$750.00
Additional Family	\$200.00

Per member Cart (\$400 max)

#### **Range Plan Active (Pass holders Only)**

Yearly Range Plan Individual	\$300.00
Yearly Range Plan family	\$400.00

#### **HCP (Open to the public)**

Yearly Handicap Plan	\$20.00	\$25.00
----------------------	---------	---------

### **Fee types**

	City Employee	
	Mon - Fri	Weekend & Holidays
18 Hole w/ Cart	\$24	\$30
9 Holes w/ Cart	\$17	\$20
18 Holes Walking	\$15	\$20
9 Holes Walking	\$12	\$12



APPLICATION TYPE		REVIEW PROCESS	FEES
CHANGE OF ZONE	General Use	Public Hearing – City Council	<b>\$500.00</b> (includes advertisement fee)
	Conditional Use	Public Hearing – City Council	<b>\$550.00</b> (includes advertisement fee)
CONDITIONAL USE PERMIT		Public Hearing – City Council	<b>\$400.00</b> (includes advertisement fee)
BOARD OF ADJUSTMENT	Variance, Appeal, Special Exception	Public Hearing – City Council	<b>\$350.00</b> (includes advertisement fee)
TEXT AMENDMENT		Public Hearing – City Council	<b>\$300.00</b> (includes advertisement fee)
ANNEXATION	Non-Contiguous Contiguous	Public Hearing – City Council	<b>\$150.00</b>
SITE PLAN REVIEW	Less than 1 acre disturbed area (no modifications)	Administrative – In House	<b>\$200.00</b>
	More than 1 acre up to 10 acres	Council Approval	<b>\$250.00</b>
	Greater than 10 acres	Council Approval	<b>\$300.00</b>
SUBDIVISION REVIEW	Exemption/Minor	Administrative – In House	<b>\$100.00</b>
	Preliminary	Council Approval	<b>\$200.00 + \$5.00/lot</b>
	Final	Administrative – In House	<b>\$150.00 + \$5.00/lot</b>
PUD/CLUSTER SUBDIVISION		Council Approval	<b>\$550.00</b> (includes advertisement fee)
STREET CLOSING		Public Hearing – City Council	<b>\$200.00 + Actual cost to Advertise</b>
STREET NAME CHANGE		Public Hearing – City Council	<b>\$200.00 + Actual cost to Advertise</b>

APPLICATION TYPE		REVIEW PROCESS	FEES
CERTIFICATE OF APPROPRIATENESS	Minor	Administrative – In House	\$50.00
	Major	Public Hearing – Historic District Commission	\$150.00 (includes advertisement fee)
VESTED RIGHTS	Add Site Plan Review Fee	Public Hearing – City Council	\$100.00
ZONING VERIFICATION LETTER		Administrative – In House	\$25.00
HOME OCCUPATION	Minor	Administrative – In House	\$25.00
	Major	Public Hearing – City Council	\$150.00 (includes advertisement fee)
DEVELOPMENT PERMIT/SEPTIC		Administrative – In House	\$25.00
MAPS	Small		\$5.00
	Medium		\$10.00
	Large		\$20.00
	Custom/Data		\$40.00 per hour

**City of Goldsboro, NC Utility Rate Sheet**  
**Rates Effective August 1, 2020**

	<b>Inside City</b>	<b>Outside City</b>
<b>Water Charges</b>		
<b>Water Volumetric Charges</b>		
Rate per 1,000 gallons	\$3.37	\$6.76
Industrial Bulk Rate per 1,000 gallons	\$2.75	\$4.99
<b>Water Minimum Charges</b>		
Meter Size		
3/4"	\$14.26	\$19.72
1"	\$14.78	\$20.75
1 1/2"	\$15.65	\$22.49
2"	\$16.72	\$24.63
3"	\$20.05	\$31.28
4"	\$24.52	\$40.23
6"	\$34.93	\$61.05
8"	\$52.75	\$96.68
10"	\$83.30	\$159.05
<b>Wastewater Charges</b>		
<b>Wastewater Volumetric Charges</b>		
Rate per 1,000 gallons	\$7.31	\$14.61
Industrial Bulk Rate per 1,000 gallons	\$6.54	\$13.10
<b>Capitalized Sewer Volumetric Charges</b>		
Rate per 1,000 gallons	\$3.23	\$6.47
Industrial Bulk Rate per 1,000 gallons	\$2.94	\$5.88

<b>Effective July 1, 2020</b>		
<b>Schedule of Charges (for all customers, as applicable)</b>		
	<b>Inside City</b>	<b>Outside City</b>
Late Fee	\$5.00	\$5.00
Service Penalty	\$15.00	\$15.00
Reconnection Fee	\$10.00	\$10.00
New Single-Family Residential User Deposit	\$100.00	\$125.00
New Non-residential User Deposit	Equal to projected bi-monthly utility bill of each metered account, but not less than \$100	



RESOLUTION AMENDING THE WATER RATE AND SANITARY SEWER RATE, THE MONTHLY  
MINIMUM CHARGE, THE LATE FEE  
AND UTILITY SERVICE PENALTY FOR THE CITY OF GOLDSBORO

WHEREAS, the present rate structures administered by the City of Goldsboro for water and sanitary sewer service became effective on July 2019, July 2005 and January 1987 respectfully; and

WHEREAS, the cost of operating the Water Plant and Sanitary Sewer Treatment Facility and maintaining their respective utility distribution and collection lines has increased since the rate schedules currently utilized were placed into effect; and

WHEREAS, an increasing number of City of Goldsboro utility customers pay their bills after the due date thereof, resulting in additional work for the staff and, thereby, increasing costs; and

WHEREAS, the Late Fee and the Service Penalty for payment of utility bills after the extended payment period results in recovery of only a portion of these increased costs;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Goldsboro, North Carolina that:

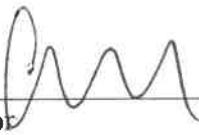
1. Customers inside the City, the monthly water rate shall be three dollars and thirty-seven cents (\$3.37) per one thousand (1,000) gallons and six dollars and seventy-six cents (\$6.76) per one thousand gallons (1,000) for outside City customers. The industrial bulk monthly water rate for customers using one hundred fifty million (150,000,000) gallons and over per year inside the City, shall be two dollars and seventy-five cents (\$2.75) per one thousand (1,000) gallons and four dollars and ninety-nine cents (\$4.99) per one thousand (1,000) gallons for outside City customers. All customers shall be billed in ten (10) gallon increments.
2. Each water customer outside the City shall pay a monthly minimum charge based upon meter size, provided that this charge shall not provide for any water consumption.

<u>Meter Size</u>	<u>FY 2020-21 Minimum Charge</u>
3/4"	\$ 19.72
1"	20.75
1 1/2"	22.49
2"	24.63
3"	31.28
4"	40.23
6"	61.05
8"	96.68
10"	159.05

3. Each water customer inside the City shall pay a monthly minimum charge based upon meter size, provided that this charge shall not provide for any water consumption.

<u>Meter Size</u>	<u>FY 2020-21 Minimum Charge</u>
3/4"	\$ 14.26
1"	14.78
1 1/2"	15.65
2"	16.72
3"	20.05
4"	24.52
6"	34.93
8"	52.75
10"	83.30

4. Any person discharging waste water into the sanitary sewer of the City shall pay a sewer service charge of seven dollars and thirty-one cents (\$7.31) per one thousand (1,000) gallons for in-City service, and fourteen dollars and sixty-one cents (\$14.61) per one thousand (1,000) gallons for outside-City service. Industrial bulk rate for customers using one hundred fifty million (150,000,000) gallons and over per year inside the City, the monthly rate shall be six dollars and fifty-four cents (\$6.54) per one thousand (1,000) gallons and thirteen dollars and ten cents (\$13.10) per one thousand (1,000) gallons for outside City customers. The charges shall be based upon the actual metered water consumption in ten (10) gallon increments.
5. The capitalized sanitary sewer rate for FY 2020-21 shall be three dollars and twenty-three cents (\$3.23) per one thousand (1,000) gallons of metered water usage for in-City service, and six dollars and forty-seven cents (\$6.47) per one thousand (1,000) gallons of metered water usage for outside City service. The capitalized sanitary sewer monthly rate for industrial bulk customers using one hundred fifty million (150,000,000) gallons and over per year inside the City, shall be two dollars and ninety-four cents (\$2.94) per one thousand (1,000) gallons and five dollars and eighty-eight cents (\$5.88) per one thousand (1,000) gallons for outside City customers.
6. The Late Fee of \$5.00 for utility bills past due and the Service Penalty of \$15.00 assessed on utility bills after the expiration of the extended payment period will both remain in effect. The reconnection fee of \$10.00 for customers disconnected due to nonpayment will remain the same and be charged before water service is restored.
7. The deposit of an advance payment for all new single-family residential domestic utility customers shall be \$100 inside the City limits and \$125 for those customers located beyond the corporate boundaries of the City.
8. The deposit of advance payment for new non-residential users of City of Goldsboro utility service shall be equal to the projected bi-monthly utility bill of each metered account, but not less than \$100 nor greater than \$5,000 for each metered account.
9. The new rates shall become effective with the August 1, 2020 billing. Existing fees for late payment, service penalty, reconnection, and deposits are effective July 1, 2020.
10. This Resolution shall be in full force and effect from and after this 1st date of July 2020.

  
\_\_\_\_\_  
Mayor

Attested by:

  
\_\_\_\_\_  
City Clerk

**City of Goldsboro, NC Utility Rate Sheet**  
**Rates Effective August 1, 2020**

	<b>Inside City</b>	<b>Outside City</b>
<b>Water Charges</b>		
<b>Water Volumetric Charges</b>		
Rate per 1,000 gallons	\$3.37	\$6.76
Industrial Bulk Rate per 1,000 gallons	\$2.75	\$4.99
<b>Water Minimum Charges</b>		
Meter Size		
3/4"	\$14.26	\$19.72
1"	\$14.78	\$20.75
1 1/2"	\$15.65	\$22.49
2"	\$16.72	\$24.63
3"	\$20.05	\$31.28
4"	\$24.52	\$40.23
6"	\$34.93	\$61.05
8"	\$52.75	\$96.68
10"	\$83.30	\$159.05
<b>Wastewater Charges</b>		
<b>Wastewater Volumetric Charges</b>		
Rate per 1,000 gallons	\$7.31	\$14.61
Industrial Bulk Rate per 1,000 gallons	\$6.54	\$13.10
<b>Capitalized Sewer Volumetric Charges</b>		
Rate per 1,000 gallons	\$3.23	\$6.47
Industrial Bulk Rate per 1,000 gallons	\$2.94	\$5.88

<b>Effective July 1, 2020</b>		
<b>Schedule of Charges (for all customers, as applicable)</b>		
	<b>Inside City</b>	<b>Outside City</b>
Late Fee	\$5.00	\$5.00
Service Penalty	\$15.00	\$15.00
Reconnection Fee	\$10.00	\$10.00
New Single-Family Residential User Deposit	\$100.00	\$125.00
New Non-residential User Deposit	Equal to projected bi-monthly utility bill of each metered account, but not less than \$100	





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



## Capital Summary FY20-21

The FY20-21 Department Request for Capital Outlay for all operating funds totaled \$8,331,119, and Adopted was reduced to \$2,886,150 due to revenue constraints.

Capital Outlay Type	FY20-21		FY19-20	
	Request	Manager Recomm.	Request	Adopted
Buildings & Improvements	\$ 1,255,593	\$ 30,000	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 2,516,290	\$ 1,083,410	\$ 6,421,539	\$ 1,369,271
Vehicles	\$ 1,819,326	\$ 749,430	\$ 1,769,415	\$ 690,920
Infrastructure	\$ 2,739,910	\$ 1,006,310	\$ -	\$ 25,000
<b>Total All Funds</b>	<b>\$ 8,331,119</b>	<b>\$ 2,869,150</b>	<b>\$ 8,190,954</b>	<b>\$ 2,085,191</b>

### Reports to Follow:

- ✓ Detail request report by Fund and Organization listing the equipment to be replaced or added with the corresponding Department Request and the Manager's Recommended amount.
- ✓ Department Request sheets for Vehicles and Other Equipment has also been included behind the detail requests. This same detail can also be found as the last item of the individual departments section and if supporting documentation was provided it is attached there as well.

# Summary By Fund & Capital Type

Capital Outlay Type	FY20-21		FY19-20	
	Request	Adopted 6/17/20	Request	Adopted 6/17/19
<b>General Fund</b>				
Buildings & Improvements	\$ 1,155,593	\$ 30,000	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 1,854,699	\$ 754,319	\$ 4,066,039	\$ 604,183
Vehicles	\$ 1,303,526	\$ 361,930	\$ 1,368,415	\$ 604,920
Infrastructure	\$ 419,910	\$ 381,310	\$ -	\$ 25,000
<b>Subtotal General Fund</b>	<b>\$ 4,733,728</b>	<b>\$ 1,527,559</b>	<b>\$ 5,434,454</b>	<b>\$ 1,234,103</b>
<b>Stormwater Fund</b>				
Buildings & Improvements	\$ -	\$ -	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 269,166	\$ 269,166	\$ 344,000	\$ 300,688
Vehicles	\$ -	\$ -	\$ 275,000	\$ -
Infrastructure	\$ -	\$ -		
<b>Subtotal Stormwater Fund</b>	<b>\$ 269,166</b>	<b>\$ 269,166</b>	<b>\$ 619,000</b>	<b>\$ 300,688</b>
<b>Utility Fund</b>				
Buildings & Improvements	\$ 100,000	\$ -	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 387,760	\$ 55,260	\$ 2,011,500	\$ 464,400
Vehicles	\$ 515,800	\$ 387,500	\$ 126,000	\$ 86,000
Infrastructure	\$ 2,320,000	\$ 625,000	\$ -	\$ -
<b>Subtotal Utility Fund</b>	<b>\$ 3,323,560</b>	<b>\$ 1,067,760</b>	<b>\$ 2,137,500</b>	<b>\$ 550,400</b>
<b>Occupancy Tax Fund</b>				
Buildings & Improvements	\$ -	\$ -	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	\$ 4,665	\$ 4,665	\$ -	\$ -
Vehicles	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Occupancy Tax Fund</b>	<b>\$ 4,665</b>	<b>\$ 4,665</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total All Funds</b>	<b>\$ 8,331,119</b>	<b>\$ 2,869,150</b>	<b>\$ 8,190,954</b>	<b>\$ 2,085,191</b>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
<b>General Fund</b>					
<b>Information Technology</b>	Network Equipment	DJI Matrice 300 (Drone-Public Safety, Mapping, Zoom & Thermal Cameras)	\$ 35,000	\$ 13,500	\$ 13,500
	Network Equipment	Fiber Finder Kit	\$ 6,500	\$ 6,500	\$ 6,500
	Crew-Cab Pick-Up Truck	2020 Ford F-250 CrewCab 4x4 (Replace Green 2001 Malibu)	\$ 31,000	\$ 32,000	\$ 32,000
	Crew-Cab Pick-Up Truck	Ford F-250 CrewCab	\$ 28,000	\$ -	\$ -
	Utility Van	Ford Transit 250 XL (Replace Green 2002 Malibu) (20)	\$ 31,000	\$ -	\$ -
	Utility Van	Ford Econoline Van (E350) (7) (Replace 1997 Van)	\$ 25,000	\$ -	\$ -
	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 688,719	\$ 353,500	\$ 353,500
			<b>\$ 845,219</b>	<b>\$ 405,500</b>	<b>\$ 405,500</b>
<b>Garage</b>	Power Lifts	In-Ground Automotive Lifts	\$ 21,000	\$ -	\$ -
	Power Lifts	In-Ground Automotive Lifts	\$ 21,000	\$ -	\$ -
	Power Lifts	Portable Power Lift	\$ 45,000	\$ -	\$ -
			<b>\$ 87,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Building Maintenance</b>	Garage Bay Door	Roll-up garage door and motor	\$ 13,500	\$ -	\$ -
	1/2 Ton Pick-Up Truck	Additional Standard Cab pickup truck	\$ 25,000	\$ -	\$ -
	Miscellaneous Equipment	Complete light pole assemblies with fixtures.	\$ 11,000	\$ -	\$ -
	Fence/Railings	Automatic electric driven gate with key fob access.	\$ 30,000	\$ -	\$ -
	Gas Pak A/C Units	7.5 Ton Trane Gas pack	\$ 12,000	\$ -	\$ -
			<b>\$ 91,500</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cemetery</b>	72" Cut Riding Mower	John Deere Z930M w/Bagger	\$ 12,964	\$ 12,964	\$ 12,964
	Storage Building	40x50x15 Commercial building with 20yr warranty	\$ 50,000	\$ -	\$ -
			<b>\$ 62,964</b>	<b>\$ 12,964</b>	<b>\$ 12,964</b>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
Planning	Compact Pick-Up Trucks	F150 Code Enforcement Truck	\$ 25,000	\$ -	\$ -
	NCDOT ROW Purchase \$500	NCDOT U5724 Central Hts Road Realignment ROW Acquisition (2 of 3)	\$ 187,500	\$ 187,500	\$ 187,500
	Sidewalks	NCDOT U-6204 Wayne Memorial Drive bulb out (30% City portion)	\$ 1,310	\$ 1,310	\$ 1,310
			<u>\$ 213,810</u>	<u>\$ 188,810</u>	<u>\$ 188,810</u>
Streets	Excavator	E-55 Bobcat mini ex	\$ 60,200	\$ 60,200	\$ 60,200
	Tandem Dump Truck	Replacement of Tandum truck body	\$ 24,600	\$ 24,600	\$ 24,600
	Tandem Dump Truck	Replacement of Tandum truck body	\$ 24,600	\$ 24,600	\$ 24,600
	Pick-Up Truck W/Club Cab	F-350 Service body	\$ 51,800	\$ 51,800	\$ 51,800
	Utility Trailer	Tilt equipment trailer to haul mini excavator	\$ 6,000	\$ 6,000	\$ 6,000
			<u>\$ 167,200</u>	<u>\$ 167,200</u>	<u>\$ 167,200</u>
Street Utilities	Railroad Signals	Railroad Signals (10% City's portion)	\$ 5,000	\$ 5,000	\$ 5,000
			<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
Street Paving	Paving Multi-Use Areas	NCDOT Project E-5707 Stoney Creek Greenway	\$ 187,500	\$ 187,500	\$ 187,500
			<u>\$ 187,500</u>	<u>\$ 187,500</u>	<u>\$ 187,500</u>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
Solid Waste	Garbage Packer	2021 Freightliner /New Way Body	\$ 200,000	\$ 200,000	\$ 200,000
	Trash Truck	2021 Autocar ACX64	\$ 315,000	\$ -	\$ -
	Leaf Vacuum Loader		\$ 270,000	\$ 135,000	\$ 135,000
	Miscellaneous Equipment	Dumpster carrier attached to pickup truck to transport dumpsters	\$ 25,000	\$ 25,000	\$ 25,000
			<u>\$ 810,000</u>	<u>\$ 360,000</u>	<u>\$ 360,000</u>
Fire	Paving - Fire Department	Paving at training facility	\$ 24,000	\$ -	\$ -
	All Terrain Vehicle	Amphibious all terrain vehicle	\$ 35,000	\$ -	\$ 35,000
	Administrative Car		\$ 45,000	\$ -	\$ -
	Fire Hose		\$ 13,155	\$ 13,155	\$ 13,155
	Miscellaneous Equipment	Turnout Gear Dryer - Acct. 5527	\$ 11,000	\$ -	\$ -
	Miscellaneous Equipment	Deployable Shelter - Acct. 5527	\$ 34,251	\$ -	\$ -
	Miscellaneous Equipment	Inflatable Fire House - Acct. 5527	\$ 7,495	\$ -	\$ -
	Miscellaneous Equipment	Portable Radios - Acct. 5527	\$ 87,500	\$ -	\$ -
	Air Packs		\$ 35,100	\$ 35,100	\$ 35,100
	Thermal Imaging Camera		\$ 5,700	\$ 5,700	\$ 5,700
			<u>\$ 298,201</u>	<u>\$ 53,955</u>	<u>\$ 88,955</u>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
Police	Police Canine	Dual Purpose K-9 (Elvis retiring)	\$ 11,315	\$ -	\$ -
	Administrative Car	2021 Dodge Charger	\$ 23,597	\$ -	\$ -
	Administrative Car	2021 Dodge Charger	\$ 23,597	\$ 23,597	\$ 23,597
	Administrative Car	2020 Dodge Durango	\$ 30,159	\$ -	\$ -
	Administrative Car	2020 Dodge Durango	\$ 30,159	\$ -	\$ -
	Administrative Car	2020 Jeep Compass	\$ 19,533	\$ 19,533	\$ 19,533
	Administrative Car	2021 Dodge R/T	\$ 26,771	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Line Cars	2021 Chevy Tahoe	\$ 33,791	\$ -	\$ -
	Polygraph Machine		\$ 6,000	\$ -	\$ -
	Miscellaneous Equipment	2-Drones @\$19,200 each	\$ 38,400	\$ -	\$ -
	Miscellaneous Equipment	5-Tsumani Cameras - 1 Year Lease @\$6,500 each	\$ 32,500	\$ 6,500	\$ 6,500
	Miscellaneous Equipment	4-MRAP Tires @\$6,475 each	\$ 25,900	\$ -	\$ -
	Miscellaneous Equipment	Latent Expert Workstation, Digital Camera	\$ 40,900	\$ -	\$ -
	Refrigerator	Commercial Grade Refrigerator (CALLEA standards)	\$ 10,000	\$ 10,000	\$ 10,000
	City Hall Furniture	Expansion of police evidence and replacements	\$ 56,000	\$ -	\$ -
			<b>\$ 712,741</b>	<b>\$ 59,630</b>	<b>\$ 59,630</b>



Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
Parks & Recreation	Park House Restoration	Park House deck and support structures need to be replaced	\$ 35,000	\$ -	\$ -
	Heavy-Duty Mower	Befco Super Flex Mower 14'	\$ 25,000	\$ -	\$ -
	Tractor	Kubota 7060 Tractor	\$ 47,000	\$ -	\$ -
	72" Deck Mower	2-Hustler Mowers @\$13,200 each	\$ 26,400	\$ 10,000	\$ 10,000
	Playground Equipment	HV Brown Park - Tot Playground	\$ 30,000	\$ 30,000	\$ 30,000
	Playground Equipment	Playground at HV Brown or Berkeley Park	\$ 65,000	\$ -	\$ -
	Basketball Court Improveme	Take out existing basketball court and replace with new court	\$ 28,000	\$ -	\$ -
	T.C. Coley(Formerly WA Fost	Replace Roof on TC Coley Community Center	\$ 45,000	\$ -	\$ -
	Maintenance Shop Construc	Maintenance Building for Bryan Multi-Sports Complex	\$ 340,000	\$ -	\$ -
	Outdoor Pool Repair	Replaster pool Mina Weil pool	\$ 65,000	\$ -	\$ -
	Sidewalks	Add more ADA walkways in Herman Park encompassing Tennis Courts	\$ 50,000	\$ -	\$ -
	Tennis Court Reconstruction	Reconstruct Tennis Courts at Herman Park	\$ 410,000	\$ -	\$ -
			<b>\$ 1,166,400</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
Golf Course	All Terrain Vehicle	Golf Range Picker	\$ 10,000	\$ 12,000	\$ 12,000
	Computerized Signal System	Irrigation Control System	\$ 17,093	\$ -	\$ -
	Trim Mower	Walker t27i Mower	\$ 16,500	\$ -	\$ -
	Ballfield Machine	Range Ball Vending Machine	\$ 13,000	\$ -	\$ -
	Shelter Construction	Storage area for Range Ball Vending Machine	\$ 8,000	\$ -	\$ -
	Shelter Construction	Reshingle and wall up what used to be a picnic shelter.	\$ 7,000	\$ -	\$ -
	Driving Range Construction	82.5 yards of concrete + labor to finish the road behind the Driving Range Tee	\$ 14,600	\$ -	\$ -
			<b>\$ 86,193</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
Vehicles			<b>\$ 1,826,790</b>	<b>\$ 612,294</b>	<b>\$ 647,294</b>
Other Capital			<b>\$ 2,906,938</b>	<b>\$ 880,265</b>	<b>\$ 880,265</b>
<b>TOTAL GENERAL FUND</b>			<b>\$ 4,733,728</b>	<b>\$ 1,492,559</b>	<b>\$ 1,527,559</b>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
<b>Stormwater Fund</b>					
<b>Stormwater</b>	Street Sweeper	Global R4 Street Sweeper	\$ 267,600	\$ 267,600	\$ 267,600
	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 1,566	\$ 1,566	\$ 1,566
			<u>\$ 269,166</u>	<u>\$ 269,166</u>	<u>\$ 269,166</u>
		<b>Vehicles</b>	<u>\$ 267,600</u>	<u>\$ -</u>	<u>\$ 267,600</u>
		<b>Other Capital</b>	<u>\$ 1,566</u>	<u>\$ -</u>	<u>\$ 1,566</u>
<b>TOTAL STORMWATER FUND</b>			<u><u>\$ 269,166</u></u>	<u><u>\$ 269,166</u></u>	<u><u>\$ 269,166</u></u>
<b>Utility Fund</b>					
<b>Meter &amp; Billing Services</b>	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 35,050	\$ 35,050	\$ 35,050
			<u>\$ 35,050</u>	<u>\$ 35,050</u>	<u>\$ 35,050</u>
<b>Distributions &amp; Collections</b>	Utility Valve Truck		\$ 147,500	\$ 147,500	\$ 147,500
	Equipment Transport Trailer		\$ 14,000	\$ -	\$ -
	Cement Mixer		\$ 20,000	\$ -	\$ -
	Bobcat	Bobcat excavator E55	\$ 73,000	\$ -	\$ -
	Miscellaneous Equipment	Automated Flaggers	\$ 26,500	\$ -	\$ -
	Miscellaneous Equipment	Hydraulic Core Bore Machine	\$ 6,500	\$ -	\$ -
	Pipe Inspection Camera		\$ 135,000	\$ -	\$ -
			<u>\$ 422,500</u>	<u>\$ 147,500</u>	<u>\$ 147,500</u>
<b>Water Treatment</b>	Administrative Car	Ford Escape	\$ 22,000	\$ -	\$ -
	Miscellaneous Equipment	Flood Barriers (2nd and final portion), Concrete Work for Generator Area	\$ 50,000	\$ -	\$ -
	Equipment Shelter	Equipment Building	\$ 100,000	\$ -	\$ -
			<u>\$ 172,000</u>	<u>\$ -</u>	<u>\$ -</u>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
Water Reclamation	Administrative Car	Ford Escape	\$ 22,000	\$ -	\$ -
	Miscellaneous Equipment	Refrigerated Sampler	\$ 6,000	\$ 6,000	\$ 6,000
	Miscellaneous Equipment	Lab Distillation Unit	\$ 17,500	\$ 17,500	\$ -
	Electric Golf Carts	Utility Vehicle to maintain spray fields areas along fence line	\$ 9,300	\$ 35,000	\$ 35,000
	Hypo Day Tank	Bulk Chemical Tank	\$ 40,000	\$ -	\$ -
			<u>\$ 94,800</u>	<u>\$ 58,500</u>	<u>\$ 41,000</u>
Utility Fund-Capital	Compact Pick-Up Trucks	2020 F-150 4x2 SuperCab Truck (replace Surveyor's 1997 Ford E150 van)	\$ 24,000	\$ 24,000	\$ 24,000
	Miscellaneous Equipment	Survey Utility Box	\$ 8,100	\$ 8,100	\$ 8,100
	GPS Equipment	Trimble GEOXH GPS	\$ 6,110	\$ 6,110	\$ 6,110
	Sewer Bond Exp-Engineering	Seymour Johnson Air Force Base Outfall	\$ 450,000	\$ -	\$ -
	Utility Improvements	Wayne Memorial Drive Improvements NCDOT Project U-5994	\$ 125,000	\$ 125,000	\$ 125,000
	Water Tank Painting	New Hope Road Water Tank Painting	\$ 760,000	\$ 500,000	\$ 500,000
	Sewer Improvements	Inflow-Infiltration Repairs	\$ 110,000	\$ -	\$ -
	Sewer Improvements	Petitioned Sanitary Sewer Improvements	\$ 785,000	\$ -	\$ -
	Water Improvements	Petitioned Water Improvements	\$ 40,000	\$ -	\$ -
			<u>\$ 2,308,210</u>	<u>\$ 663,210</u>	<u>\$ 663,210</u>
Compost	Mixing Truck	Dump Truck	\$ 135,000	\$ 45,000	\$ 25,000
	Heavy Duty Wheel Loader	H.D. Wheel Loader	\$ 156,000	\$ 156,000	\$ 156,000
			<u>\$ 291,000</u>	<u>\$ 201,000</u>	<u>\$ 181,000</u>
		Vehicles	<u>\$ 622,800</u>	<u>\$ -</u>	<u>\$ 387,500</u>
		Other Capital	<u>\$ 2,700,760</u>	<u>\$ -</u>	<u>\$ 680,260</u>
TOTAL UTILITY FUND			<u>\$ 3,323,560</u>	<u>\$ 1,105,260</u>	<u>\$ 1,067,760</u>

Capital Outlay Request  
FY20-21

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/20	Budget Adopted 6/17/20
<b>Occupancy Tax Fund</b>					
Travel & Tourism	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 4,665	\$ 4,665	\$ 4,665
			<u>\$ 4,665</u>	<u>\$ 4,665</u>	<u>\$ 4,665</u>
		Vehicles	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
		Other Capital	<u>\$ 4,665</u>	<u>\$ -</u>	<u>\$ 4,665</u>
<b>TOTAL OCCUPANCY TAX FUND</b>			<u>\$ 4,665</u>	<u>\$ 4,665</u>	<u>\$ 4,665</u>
		Vehicles	<u>\$ 2,717,190</u>	<u>\$ -</u>	<u>\$ 1,302,394</u>
		Other Capital	<u>\$ 5,613,929</u>	<u>\$ -</u>	<u>\$ 1,566,756</u>
<b>TOTAL ALL OPERATING FUNDS</b>			<u>\$ 8,331,119</u>	<u>\$ 2,871,650</u>	<u>\$ 2,869,150</u>

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

	FY Paid	FY19-20 Adopted Princ & Int	FY20-21 Adopted 6/17/20 Princ & Int	Outstanding Balance (7/1/2019)	Outstanding Balance (7/1/2020)	Tentative New Debt
<b>General Obligation Bonds</b>						
<b>Sewer - 2010A Partial Refunding GO</b>	<b>2020</b>	<b>\$ 563,258</b>	<b>\$ -</b>	<b>\$ 545,000</b>	<b>\$ -</b>	
Sewer & Streets - 2011 Refunding GO	2022	\$ 268,598	\$ 257,950	\$ 734,000	\$ 485,000	
Sewer & Streets - 2013 Refunding GO	2025	\$ 357,745	\$ 346,040	\$ 1,814,000	\$ 1,488,000	
Police Lawsuit Settlement - 2014 GO	2025	\$ 193,418	\$ 190,145	\$ 1,020,000	\$ 850,000	
Parks & Rec (54.5%) & Streets (45.50%) 2017 GO Bonds	2037	\$ 475,406	\$ 461,657	\$ 4,950,000	\$ 4,675,000	
Streets - 2018 GO	2039	\$ 401,625	\$ 390,375	\$ 4,500,000	\$ 4,275,000	
Streets (22.8%) & Sewer (77.20%) 2017 Refunding GO	2030	\$ 433,900	\$ 972,700	\$ 7,265,000	\$ 7,110,000	
<b>Subtotal - GO Bonds</b>		<b>\$ 2,693,950</b>	<b>\$ 2,618,867</b>	<b>\$ 20,828,000</b>	<b>\$ 18,883,000</b>	<b>\$ -</b>
<b>State Revolving Loans</b>						
Water Plant Phase I	2032	\$ 445,156	\$ 436,757	\$ 4,367,573	\$ 4,031,606	
Water Plant Phase II	2033	\$ 147,093	\$ 147,093	\$ 2,059,305	\$ 1,912,212	
Stoney Creek Sewer Project	2037	\$ 224,966	\$ 221,806	\$ 3,025,537	\$ 2,857,452	
<b>Plate Settlers Project (W1112)</b>	<b>2040 (Est.)</b>	<b>\$ -</b>	<b>\$ 122,704</b>	<b>\$ -</b>	<b>\$ 1,797,360</b>	
<b>Phase IV Sewer Improvements SRF (S1102)</b>	<b>2040</b>	<b>\$ -</b>	<b>\$ 420,284</b>	<b>\$ -</b>	<b>\$ 8,405,676</b>	
Gravity Sewer Rehab (Big Ditch) SRP (S1103)	2041 (Est.)	\$ -	\$ -	\$ -	\$ -	\$ 1,235,100
Water Lines & Booster Pump SRF (W1111)	2041 (Est.)	\$ -	\$ -	\$ -	\$ -	\$ 3,610,000
2019 Water Improvements 2" Galvanized Lines	Awarded					\$ 2,998,000
<b>Subtotal - State Revolving Loans</b>		<b>\$ 817,215</b>	<b>\$ 1,348,644</b>	<b>\$ 9,452,415</b>	<b>\$ 19,004,305</b>	<b>\$ 7,843,100</b>
<b>Installment Loans</b>						
City Hall/AMR Project/Streetscape I (2012)	2022	\$ 383,120	\$ 367,025	\$ 1,016,000	\$ 651,000	
Paramount & City Hall (2014)	2024	\$ 469,939	\$ 316,350	\$ 1,445,000	\$ 1,000,000	
Gateway Transit Building, HVAC Police & Streetscape (2014)	2034	\$ 343,228	\$ 335,579	\$ 3,420,000	\$ 3,191,000	
<b>Equipment Southern Bank (2015)</b>	<b>2020</b>	<b>\$ 369,636</b>	<b>\$ -</b>	<b>\$ 365,000</b>	<b>\$ -</b>	
W.A. Foster & Goldsboro Events Center (2015)	2030	\$ 641,336	\$ 627,193	\$ 5,338,000	\$ 4,852,000	
<b>Equipment &amp; Jet Vac (2015)</b>	<b>2020</b>	<b>\$ 110,989</b>	<b>\$ -</b>	<b>\$ 108,929</b>	<b>\$ -</b>	
<b>Equipment &amp; Jet Vac (2016)</b>	<b>2021</b>	<b>\$ 324,508</b>	<b>\$ 325,799</b>	<b>\$ 636,000</b>	<b>\$ 321,000</b>	
<b>IT Lease #04 Suntrust (2016)</b>	<b>2020</b>	<b>\$ 94,127</b>	<b>\$ -</b>	<b>\$ 91,694</b>	<b>\$ -</b>	
Bryan Multi-Sports Complex (2017)	2032	\$ 239,000	\$ 236,000	\$ 2,600,000	\$ 2,400,000	
Utilities AMI Project (70.98%) & Equipment (29.02%) (2017)	2032	\$ 894,319	\$ 894,585	\$ 6,069,000	\$ 5,318,000	
Lighting Bryan Multi-Sports Complex (2018)	2023	\$ 110,622	\$ 110,622	\$ 363,903	\$ 264,432	
IT Lease #05 Suntrust (2018)	2023	\$ 102,263	\$ 102,263	\$ 379,760	\$ 289,041	
Vehicles & Equipment (GF 60%; UF 14%; SF 26%) (2018)	2023	\$ 481,096	\$ 480,073	\$ 1,796,000	\$ 1,365,000	
Police Evidence Rm & Fire Station Renovation (2018)	2024	\$ 512,645	\$ 522,693	\$ 5,300,000	\$ 4,947,000	
IT Lease #06 Suntrust (2018)	2024	\$ 98,593	\$ 98,593	\$ 450,000	\$ 36,648	
Vehicles & Equipment (GF 56.07%; UF 43.93) General Fd Portion (201	2024	\$ 256,952	\$ 257,439	\$ 1,190,000	\$ 955,000	

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

	FY Paid	FY19-20 Adopted Princ & Int	FY20-21 Adopted 6/17/20 Princ & Int	Outstanding Balance (7/1/2019)	Outstanding Balance (7/1/2020)	Tentative New Debt
<b>SJAFB Commercial Garbage Trucks (2019)</b>	<b>2029</b>	<b>\$ 68,420</b>	<b>\$ 68,526</b>	<b>\$ 596,000</b>	<b>\$ 542,000</b>	
<b>Used Golf Equip Smith Turf PNC (2019)</b>	<b>2022</b>	<b>\$ 42,065</b>	<b>\$ 56,086</b>	<b>\$ -</b>	<b>\$ 67,193</b>	
Herman Park Center & Tiger Match Partial \$600K		\$ -		\$ -	\$ -	\$ 11,750,000
FY20 Rolling Stock & Equipment (2021)				\$ -	\$ -	\$ 1,150,396
FY21 Rolling Stock & Equipment (2021)						\$ 737,930
IT Lease #07 (2021)						\$ 360,000
<b>Subtotal - Installment Loans</b>		<b>\$ 5,542,859</b>	<b>\$ 4,798,826</b>	<b>\$ 31,165,286</b>	<b>\$ 26,199,315</b>	<b>\$ 13,998,326</b>
<b>Grand Total</b>		<b>\$ 9,054,024</b>	<b>\$ 8,766,337</b>	<b>\$ 61,445,701</b>	<b>\$ 64,086,620</b>	<b>\$ 21,841,426</b>



FY20-21

Economic Development Agreements

Company	Agreement Date	Expiration Date	Total	FY	FY20-21 Adopted Amount
Alta	12/5/2016	12/31/2022	\$25,000.00	2021	\$5,000.00
Alta	12/17/2018	12/31/2020	\$26,875.00	2021	\$0.00
Michael Aram	12/16/2019	12/31/2024	\$440,000.00	2021	\$17,000.00
Atlantic Casualty	3/17/2020	12/31/1930	\$100,000.00	2021	\$9,100.00
WNB Landlords	2/15/2019	10 Yrs After CO	\$300,000.00	2021	\$200,000.00
Stromberg Foods	2/26/2017	~10/1/22	\$26,110.00	2021	\$5,222.00
<b>Total Economic Development Incentives</b>			<u>\$917,985.00</u>		<u>\$236,322.00</u>





## Position & Benefit Summary FY20-21

### Background:

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

FY	Beginning Adopted	Position Reductions	Requested & Approved thru Budget Process	Requested thru Budget Amendment	Ending Amended Position Budget
FY2017	451		7		458
FY2018	458		8		466
FY2019	466		4	1	471
FY2020	471		2	1	474
FY2021	474	-2	8		480

**Current:** The adopted position allocation is 480 full time employees.

- ✓ The proposed Adopted budget includes adding 8 FTE's.
  - General Fund
    - Public Works Garage - Senior fleet mechanic
    - Finance – Receptionist (reclassification from part-time to full time)
  - Stormwater Fund – Stormwater maintenance technician
  - Utility Fund
    - Billing, Inventory & Meter Services – Warehouse and purchasing manager and warehouse technician
    - Distributions & Collections – Utility system operator and utility maintenance mechanic (valve maintenance crew)
    - Water Treatment Plant – Water treatment operator
- ✓ The adopted budget includes abolishing 2 positions in the Utility Fund reducing meter readers from 6 to 4 as part of the savings from the AMI program implemented in FY18-19.
- ✓ The adopted budget incorporates the changes implemented by the recently adopted personnel policy, and recognizes the category of Permanent Part-Time employees who are entitled to benefits such as local government retirement, 401K, prorated health insurance, and paid time off (vacation, sick and holiday). It is staff's position that the Council should approve the position allocation for the Permanent Part-Time employees in the same manner as full time employees. Detail list follows for the 17 positions approved.

# Summary New Position Requests

Department	Dept.	FT	Position Requested	Requested	Recomm. 6/1/20	Adopted 6/17/20
1012	City Manager	FT	Management Analyst	\$ 49,143	\$ -	\$ -
1018	Paramount	FT	Technical Director	\$ -	\$ -	\$ -
1030	IT	FT	Computer Systems Admin I	\$ 51,601	\$ -	\$ -
1030	IT	FT	Help Desk Support Tech	\$ 42,452	\$ -	\$ -
1030	IT	FT	Computer Systems Admin I	\$ 51,601	\$ -	\$ -
1114	Garage	FT	Senior Fleet Mechanic	\$ 38,506	\$ 38,506	\$ 38,506
1133	Bldgs & Grounds	FT	Building & Grounds Supervisor	\$ 51,601	\$ -	\$ -
1133	Bldgs & Grounds	FT	Sign Technician	\$ 33,263	\$ -	\$ -
2111	Finance	FT	Front Desk Receptionist	\$ 28,733	\$ 28,733	\$ 28,733
2111	Finance	FT	Accounting Technician (AP)	\$ 34,926	\$ -	\$ -
2111	Finance	FT	Accounts Receivable Technician	\$ 34,926	\$ -	\$ -
7460	Parks & Rec	FT	Park Technician	\$ 27,365	\$ -	\$ -
7460	Parks & Rec	FT	Park Technician	\$ 27,365	\$ -	\$ -
7460	Parks & Rec	FT	Park Technician	\$ 27,365	\$ -	\$ -
7460	Parks & Rec	FT	Park Technician	\$ 27,365	\$ -	\$ -
7461	Golf	FT	Senior Fleet Mechanic	\$ 38,505	\$ -	\$ -
7461	Golf	FT	Assistant Golf Professional	\$ 40,431	\$ 40,431	\$ -
17	17		<b>GENERAL FUND</b>	<b>\$ 605,148</b>	<b>\$ 107,670</b>	<b>\$ 67,239</b>
4137	Stormwater	FT	Stormwater Maintenance Technician	\$ 28,733	\$ 30,170	\$ 30,170
1	1		<b>STORMWATER FUND</b>	<b>\$ 28,733</b>	<b>\$ 30,170</b>	<b>\$ 30,170</b>
4174	Billing/Inv/Meter	FT	Warehouse & Purchasing Manager	\$ 60,000	\$ 60,000	\$ 60,000
4174	Billing/Inv/Meter	FT	Warehouse Technician	\$ 35,000	\$ 35,000	\$ 35,000
4175	Dist. & Coll.	FT	Utility System Operator	\$ 34,926	\$ 34,926	\$ 34,926
4175	Dist. & Coll.	FT	Utility Maintenance Mechanic	\$ 33,263	\$ 33,263	\$ 33,263
4176	Water	FT	Laboratory Technician	\$ 34,926	\$ -	\$ -
4176	Water	FT	Operator I	\$ 34,846	\$ 34,846	\$ 34,846
4176	Water	FT	SCADA Instrumentation Technician <sup>(a)</sup>	\$ 42,452	\$ 42,452	\$ -
4177	WRF	FT	Assistant Public Utilities Director	\$ 72,608	\$ -	\$ -
4177	WRF	FT	Operator I	\$ 34,846	\$ -	\$ -
4179	Compost	FT	Compost Plant Operator	\$ 31,679	\$ -	\$ -
10	10		<b>UTILITY FUND</b>	<b>\$ 414,546</b>	<b>\$ 240,487</b>	<b>\$ 198,035</b>
28	28		<b>TOTAL REQUESTED</b>	<b>\$ 1,048,427</b>	<b>\$ 378,327</b>	<b>\$ 295,444</b>

# Summary Permanent Part-Time

Dept.	Position #	Grade	Hours	Incumbent	Position	Adopted 6/17/20
Paramount	180005	62	20-29	Gentry, James	Custodian	\$ 11,250.00
Paramount	180006	64	20-29	Jensen, Crystal	Patron & Admin Svcs Assistant	\$ 17,353.44
Paramount	180007	62	20-29	Saviak, Michael	Theatre Technician	\$ 17,000.00
GEC	200004	64	20-29	Tyler, Cassandra	Patron Services and Operational Assistant	\$ 18,096.00
Downtown Dev.	250010	70	20-29	Gartland, Robin	Part-Time Administrative Assistant I	\$ 23,871.64
Police	610108	63	20-29	Snead, Kirsty A	Custodian	\$ 14,921.00
Parks & Rec	600045	63	20-29	DeVaughn, David L	Custodian	\$ 15,575.97
Parks & Rec	600049	62	20-29	Flowers, Danny	Tennis Specialist	\$ 17,000.00
Parks & Rec	600051	63	20-29	Haire, Dana R	Custodian	\$ 14,922.33
Parks & Rec	600052	63	20-29	Moore, Mary C	Custodian	\$ 11,700.00
Parks & Rec	600053	63	20-29	Reid, Wilbert A	Custodian	\$ 11,700.00
Parks & Rec	600054	63	20-29	VACANT (Council, Delbert resigned)	Custodian	\$ 19,493.76
Golf	716013	62	20-29	Hope, Kyle	Club House Assistant	\$ 13,000.00
Golf	716014	62	20-29	Morton, Linwood	Club House Assistant	\$ 13,000.00
Golf	716015	62	20-29	Taylor, Raymond	Laborer	\$ 18,000.00
Golf	716016	62	20-29	Swain, Cullen	Laborer	\$ 17,000.00
				<b>16</b>	<b>GENERAL FUND</b>	<b>\$ 253,884.14</b>
Water Plant	760018	70	20-29	Vacant	Administrative Assistant I	\$ 15,000.00
				<b>1</b>	<b>UTILITY FUND</b>	<b>\$ 15,000.00</b>
				<b>17</b>	<b>Total All Funds</b>	<b>\$ 268,884.14</b>

### Appointment Types and Benefit Status

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

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

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

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

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

# Employee Benefits Summary

Description	Included in		Rate	FY20 Actual		FY21 Adopted
	FY20 Adopted Budget	FY21 Adopted Budget		Est.	Rate	
1% Cola	Y	N	1.00%	\$ 225,217		\$ -
1% Merit	Y	N	1.00%	\$ 190,251		\$ -
Bonus	Y	N	\$250 net	\$ 171,280		\$ -
Health Insurance - State Health Plan (City Portion)	Y	Y		\$ 2,622,761		\$ 2,867,790
Group Term Life \$20,0000	Y	Y		\$ 16,292		\$ 18,736
Cell Phone Stipend	Y	Y		\$ 61,572		\$ 70,120
Wellness Program	Y	N	\$300/Yr	\$ 108,592	\$300 Yr	\$ -
Social Security	Y	Y	7.65%	\$ 1,724,376	7.65%	\$ 1,792,376
LGERS Regular & Fire	Y	Y	9.02%	\$ 1,653,781	10.21%	\$ 1,778,930
LGERS LEO	Y	Y	9.70%	\$ 568,184	10.84%	\$ 592,205
401K City Contribution	Y	Y	4% & 5%	\$ 920,054	4% & 5%	\$ 972,655
Retiree Health Insurance	Y	Y		\$ 119,700		\$ 148,963
Unemployment Costs	Y	Y		\$ 11,696		\$ 12,785
Worker's Comp Costs	Y	Y		\$ 474,694		\$ 107,925
<b>Total Benefits</b>				<b><u>\$ 8,868,450</u></b>		<b><u>\$ 8,362,485</u></b>

## LGERS Rate History

	<u>Non-LEO</u>	<u>Incr Over Prior</u>	<u>LEO</u>	<u>Incr Over Prior</u>
FY19	7.82%		8.50%	
FY20	10.21%	2.39%	10.84%	2.34%
FY21	11.85%	1.64%	12.24%	1.40%

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

# State Health Plan Current & Proposed Rates

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

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

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

## Personnel Summary

Department	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Mayor & Council-Elected	7	7	7	7	7
City Manager	5	6	6	6	6
Human Resources	5	5	5	5	5
Community Relations	4	3	3	3	3
Paramount	2	2	2	2	2
Goldsboro Event Center	1	1	1	1	1
Inspections	8	8	8	8	7
Downtown Development Corporation	3	3	3	3	3
Information Technology	7	7	7	8	8
Public Works Administration	3	3	3	3	3
Garage	10	11	11	11	12
Building & Grounds	6	6	10	10	10
Cemetery	5	5	5	5	5
Finance	13	13	13	14	15
Planning	8	8	9	9	10
Street Maintenance	24	22	12.5	12.5	12.5
Solid Waste	34	34	34	35	35
Engineering	10	10	10	10	11
Fire	82	83	84	84	84
Police	121	121	121	121	121
Parks & Recreation	32.75	36.75	36.75	36	37
Golf Course	2.25	2.25	2.25	2.25	2
<b>General Fund Total</b>	<b>386</b>	<b>390</b>	<b>386.5</b>	<b>388.75</b>	<b>392.5</b>
Stormwater	0	4	10.5	10.5	11.5
<b>Stormwater Fund Total</b>	<b>0</b>	<b>4</b>	<b>10.5</b>	<b>10.5</b>	<b>11.5</b>
Meter & Utility Billing	0	0	0	0	6
Distributions & Collections	28	28	28	28	24
Water Treatment Plant	11	11	11	11	12
Water Reclamation Facility	19	19	20	20	19
Compost	5	5	5	5	5
<b>Utility Fund Total</b>	<b>63</b>	<b>63</b>	<b>64</b>	<b>64</b>	<b>66</b>
Travel & Tourism	2	2	3	3	3
<b>Occupancy Tax Fund Total</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Total Full-time</b>	<b>451</b>	<b>459</b>	<b>464</b>	<b>467</b>	<b>473</b>
<b>Total Elected Officials</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Total Authorized</b>	<b>458</b>	<b>466</b>	<b>471</b>	<b>474</b>	<b>480</b>
<b>Total Permanent Part-time</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>17</b>

*MAYOR & COUNCIL - (11-1011)*

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



*CITY MANAGER - (11-1012)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
City Manager		1	1	1	1	1
Assistant City Manager*	90	1	1	1	1	1
Assistant to the City Manager*	81	0	1	1	1	1
Director of Public & Government Affairs	82	1	0	0	0	0
City Clerk	78	1	1	1	1	1
Public Information Officer	78	0	1	1	1	1
Deputy City Clerk*	74	1	1	1	1	1
Military Liaison	PT	1	0	0	0	0
<b>Full-time</b>		<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

*HUMAN RESOURCES - (11-1016)*

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

*COMMUNITY RELATIONS - (11-1017)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Community Relations Director*	85	1	1	1	1	1
Community Relations Specialist	76	1	1	1	1	1
Community Development Specialist	73	1	1	1	1	1
Administrative Assistant I	70	1	0	0	0	0
<b>Full-time</b>		<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change per Evergreen Pay Study FY 20-21

*PARAMOUNT - (11-1018)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Director of Paramount Theater and Goldsboro Event Center*	85	1	1	1	1	1
Theater Service Coordinator	75	1	1	1	1	1
<b>Full-time</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>

\* Grade change-per Evergreen Pay Study FY 20-21

***GOLDSBORO EVENT CENTER - (11-1020)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Event Center Manager*	74	1	1	1	1	1
<b>Full-time</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

\* Grade change per Evergreen Pay Study FY 20-21

*INSPECTIONS - (11-1024)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Building Code Administrator*	85	1	1	1	1	1
Plans Examiner*	76	1	1	1	1	1
Master Building Inspector*	76	0	0	1	1	1
Building Inspector*	74	3	3	2	2	2
Administrative Assistant II	72	1	1	1	1	1
Minimum Housing Inspector**	71	1	1	1	1	0
Permit Technician	69	1	1	1	1	1
<b>Full-time</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>7</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*Transferred to Planning effective 7/1/20

***DOWNTOWN DEVELOPMENT - (11-1025)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Downtown Development Director	83	1	1	1	1	1
Downtown Goldsboro Marketing and Events Manager*	78	1	1	1	1	1
Business & Property Development Specialist	77	1	1	1	1	1
<b>Full-time</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

\* Grade change per Evergreen Pay Study FY 20-21

**INFORMATION TECHNOLOGY - (11-1030)**

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Information Technology Director	88	1	1	1	1	1
Assistant Information Technology Director*	85	0	0	1	1	1
Programmer Analyst*	84	0	0	1	1	1
Network Engineer*	82	1	1	1	1	1
Computer Systems Administrator II*	82	1	1	1	1	2
Server/Database Administrator	80	1	1	0	0	0
Computer Systems Administrator I*	79	1	1	1	2	2
Web Developer/Computer Systems Administrator	78	1	1	0	0	0
Help Desk/Administrative Support Technician	73	1	1	1	1	0
<b>Full-time</b>		<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21



*PUBLIC WORKS-ADMINISTRATION - (11-1111)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Public Works Director	88	1	1	1	1	1
Public Works Deputy Director*	85	1	1	1	1	1
Administrative Assistant III	73	1	1	1	1	1
<b>Full-time</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

*GARAGE - (11-1114)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Fleet Maintenance Superintendent*	82	1	1	1	1	1
Fleet Maintenance Supervisor	77	1	2	2	2	2
Senior Fleet Mechanic*/**	74	6	6	6	6	7
Welder*	73	1	1	1	1	1
Inventory Specialist*	71	1	1	1	1	1
<b>Full-time</b>		<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*New FTE FY20-21

***BUILDINGS & GROUNDS - (11-1133)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Buildings and Grounds Maintenance Superintendent*	83	1	1	1	1	1
Senior Building Maintenance Technician	75	2	2	2	2	2
Building Maintenance Technician	74	2	2	2	2	2
Senior Sign Technician*	73	1	1	1	1	1
Equipment Operator (Grounds Maintenance)*	70	0	0	2	2	2
Grounds Maintenance Technician*	68	0	0	2	2	2
<b>Full-time</b>		<b>6</b>	<b>6</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

*CEMETERY - (11-1142)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Cemetery Superintendent*	82	1	1	1	1	1
Cemetery Supervisor*	73	1	1	1	1	1
Equipment Operator (Cemetery)*	70	1	1	1	1	1
Cemetery Maintenance Technician*	68	2	2	2	2	2
<b>Full-time</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

*FINANCE - (11-2111)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Finance Director	88	1	1	1	1	1
Assistant Finance Director**	82	1	1	1	1	1
Accountant (new FY19-20)	79	0	0	0	1	1
Customer Service Manager**	79	1	1	1	1	1
Procurement & Collections Specialist**	77	1	1	1	1	1
Customer Service Supervisor	76	1	1	1	1	1
Senior Accounting Specialist	76	0	0	1	1	1
Executive Assistant	75	0	0	1	1	1
Accounting Specialist	74	1	1	0	0	0
Administrative Assistant III	73	1	1	0	0	0
Payroll Technician**	73	1	1	1	1	1
Accounting Technician**	72	1	1	1	1	1
Billing Technician**	71	1	1	1	1	1
Customer Service Representative**	68	3	3	3	3	3
Office Assistant*	68	0	0	0	0	1
<b>Full-time</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>15</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*New FTE FY20-21

\*\* Grade change-per Evergreen Pay Study FY 20-21

*PLANNING - (11-3151)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Planning Director*	84	1	1	1	1	1
Assistant Planning Director*	81	1	1	1	1	1
Zoning Administrator	78	1	1	1	1	1
Planner I	76	0	0	1	1	1
Senior Planning Technician	76	1	1	1	1	0
GIS Specialist	75	1	1	1	1	1
Executive Assistant	75	1	1	1	1	1
Environmental Codes Inspector	71	2	2	2	2	2
Minimum Housing Inspector**	71	0	0	0	0	1
Administrative Assistant I	70	0	0	0	0	1
<b>Full-time</b>		<b>8</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>10</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*Transferred from Inspections effective 7/1/20

***STREET MAINTENANCE - (11-4134)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Streets & Storms Superintendent*	82	1	1	0.5	0.5	0.5
Street Maintenance Supervisor	78	2	2	1	1	1
Senior Heavy Equipment Operator (Street Maintenance)	74	2	2	1	1	1
Street Maintenance/Mason Craftsman	72	1	1	1	1	0
Heavy Equipment Operator (Street Maintenance)*	72	4	4	1	1	2
Utility Maintenance Mechanic*	71	3	2	1	1	1
Equipment Operator (Street Maintenance)*	70	7	6	5	5	5
Street Maintenance Technician*	68	4	4	2	2	2
<b>Full-time</b>		<b>24</b>	<b>22</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

***SOLID WASTE - (11-4143)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Solid Waste Superintendent*	82	1	1	1	1	1
Solid Waste Supervisor (Refuse & Recycling)	76	1	1	1	1	1
Solid Waste Operations/QAQC Supervisor	76	1	1	1	1	1
Yard & Bulk Waste Supervisor	76	1	1	1	1	1
Senior Heavy Equipment Operator (Solid Waste)	74	0	0	3	4	3
Administrative Assistant III	73	1	1	1	1	1
Heavy Equipment Operator (Solid Waste)*	72	3	3	6	6	7
Equipment Operator (Solid Waste)*	70	15	15	9	9	9
Solid Waste Technician	66	11	11	11	11	11
<b>Full-time</b>		<b>34</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>35</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21



***ENGINEERING - (11-4172)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
City Engineer	88	1	1	1	1	1
Civil Engineer*	85	1	1	1	1	1
Traffic Engineer	84	1	1	1	1	1
Signal System Maintenance Supervisor	78	1	1	1	1	1
Engineering Technician	76	1	1	1	1	1
Signal System Maintenance Technician	75	1	1	1	1	1
Construction Inspector	75	2	2	2	2	2
GIS/GPS Analyst*/**	75	0	0	0	0	1
Survey Technician	73	1	1	1	1	1
Building Permit Technician*	73	1	1	1	1	1
<b>Full-time</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>11</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change/Title change-per Evergreen Pay Study FY 20-21

\*\*GIS/GPS Analyst moved from WRF FY 20-21

*FIRE DEPARTMENT - (11-5120)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Fire Chief*	89	1	1	1	1	1
Deputy Fire Chief*	88	0	0	1	1	1
Assistant Fire Chief*	85	5	5	4	4	4
Battalion Chief*	81	0	0	1	1	2
Fire Marshall	80	1	1	0	0	0
Fire Captain	78	20	20	17	17	14
Fire Lieutenant	76	0	0	4	4	6
Executive Assistant	75	0	0	1	1	1
Fire Engineer	74	18	18	18	18	18
Administrative Assistant III	73	1	1	0	0	0
Senior Fire Fighter	71	9	12	12	12	9
Fire Fighter	71	27	24	24	24	27
Administrative Assistant *	68	0	1	1	1	1
<b>Full-time</b>		<b>82</b>	<b>83</b>	<b>84</b>	<b>84</b>	<b>84</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Deputy Fire Chief approved 11-18*

*Fire Marshall Reclassed to Battalion Chief 1-2-19*

*Fire Lieutenant approved 11-18*

*\* Grade change/Title change-per Evergreen Pay Study FY 20-21*

*POLICE DEPARTMENT - (11-6121)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Police Chief*	89	1	1	1	1	1
Police Major*	85	3	3	3	3	3
CALEA Program Manager*	84	1	1	1	1	1
Police Captain	80	8	8	8	8	8
Police Sergeant	77	10	11	11	11	11
Police Investigator	76	11	11	11	11	11
Assistant Training Specialist	76	1	1	1	1	1
Police Corporal	76	12	12	12	12	11
Narcotics Investigator (Corporal)	76	1	1	1	1	0
Executive Assistant	75	1	1	1	1	1
Administrative Assistant II	72	2	2	2	2	2
Police Officer	72	63	62	62	62	61
Crime Scene Specialist	72	0	0	0	0	2
Police Officer Trainee*	71	0	0	0	0	1
Crime Analyst*	71	1	1	1	1	1
Animal Control Officer*	71	1	1	1	1	1
Police Equipment Maintenance Coordinator*	70	1	1	1	1	1
Police Records Technician*	69	3	3	3	3	3
Senior Maintenance Technician*	69	1	1	1	1	1
<b>Full-time</b>		<b>121</b>	<b>121</b>	<b>121</b>	<b>121</b>	<b>121</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
Sworn Positions		110	110	110	110	110
Non-Sworn Positions		11	11	11	11	11

\* Grade change-per Evergreen Pay Study FY 20-21

*PARKS & RECREATION - (11-7460)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Parks & Recreation Director	88	1	1	1	1	1
Assistant Parks & Recreation Director	84	1	1	1	1	1
Park Superintendent*	84	1	1	1	1	1
Recreation Superintendent-Adaptive*	82	1	1	1	1	1
Recreation Superintendent*	82	1	1	1	1	1
Sports Turf Superintendent**	81	0	0	0	0	1
Special Populations Program Supervisor I	79	1	1	1	1	1
Marketing & Special Events Supervisor	77	0	0	1	1	1
Park Maintenance Crew Supervisor*	75	2	2	2	2	2
Athletics Supervisor*	75	0	0	1	1	1
Custodian Crew Supervisor*	75	1	1	1	1	1
Assistant Superintendent-Sports Turf*	75	0	1	1	1	1
Administrative Assistant III	73	1	1	1	1	1
Golf and Sports Turf Mechanic	73	0	0	0	1	1
Recreation Center Leader*	73	2	2	2	2	2
Multi-Sports Complex Manager*	73	0	1	1	1	1
Marketing, Special Events & Revenue Facilities Leader	72	1	1	0	0	0
Administrative Assistant II	72	1	1	0	0	0
Heavy Equipment Operator*	72	1	1	1	1	1
Senior Park Technician*	71	3	4	4	4	4
Senior Recreation Center Assistant*	71	1	1	1	1	1
Marketing & Special Events Assistant*	70	1	1	1	1	1
Recreation Center Assistant*	70	2	2	2	2	2
Maintenance Technician	67	1	1	1	0	0
Park Technician*	67	6	7	7	7	7

Custodian*	64	3	3	3	3	3
Assistant Golf Course Director**	74	0.25	0.25	0.25	0.25	0
Golf Course Superintendent**	81	0.5	0.5	0.5	0.5	0
<b>Full-time</b>		<b>32.75</b>	<b>36.75</b>	<b>36.75</b>	<b>36.75</b>	<b>37</b>
<b>Permanent Part-time</b>		<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>6</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*Reorganization Golf/P&R effective 7/1/20

*GOLF COURSE - (11-7461)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Golf Director*	85	1	1	1	1	1
Golf Course Superintendent*/**	82	0.5	0.5	0.5	0.5	1
Assistant Golf Course Superintendent*/**	75	0.75	0.75	0.75	0.75	0
Assistant Golf Professional	74	0	0	0	0	0
Heavy Equipment Operator	71	0	0	0	0	0
Maintenance Technician	67	0	0	0	0	0
<b>Full-time</b>		<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>2</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*Reorganization Golf/P&R effective 7/1/20

*STORMWATER - (15-4137)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Streets & Storms Superintendent*	82	0	0	0.5	0.5	0.5
Stormwater Maintenance Supervisor	78	0	0	1	1	1
Senior Heavy Equipment Operator (Stormwater Maintenance)	74	0	0	1	1	1
Heavy Equipment Operator (Stormwater Maintenance)*	72	0	0	3	3	3
Equipment Operator (Stormwater Maintenance)*	70	0	4	4	4	4
Stormwater Maintenance Technician*/**	68	0	0	1	1	2
<b>Full-time</b>		<b>0</b>	<b>4</b>	<b>10.5</b>	<b>10.5</b>	<b>11.5</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*New FTE FY20-21

***BILLING & METER SERVICES- (61-4174)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Warehouse & Procurement Manager*	81	0	0	0	0	1
Meter Readers (moved from Dist & Coll)**	69	0	0	0	0	4
Warehouse Technician*	68	0	0	0	0	1
<b>Full-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*New FTE FY20-21

\*\* Grade change-68 to 69 per Evergreen Pay Study FY 20-21



***DISTRIBUTIONS & COLLECTIONS - (61-4175)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Distribution & Collections System Superintendent*	83	1	1	1	1	1
Distribution Supervisor	78	1	1	1	1	1
System Integrity Supervisor	78	1	1	1	1	1
Collections Supervisor	78	1	1	1	1	1
Meter Shop Supervisor	76	1	1	1	1	1
Procurement Specialist	73	1	1	1	1	1
Systems Integrity Operator*	73	1	1	1	1	1
Systems Integrity Technician*	72	3	3	3	3	3
Utility System Operator*/**	72	4	4	4	4	5
Utility Maintenance Mechanic*/**	71	7	7	7	7	8
Meter Reader~	68	6	6	6	6	0
Utility Maintenance Technician*	68	1	1	1	1	1
<b>Full-time</b>		<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>24</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*New FTE FY20-21

~Meter Readers transferred to Billing, Meter Services & Inventory FY20-21

*WATER TREATMENT PLANT - (61-4176)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Plant Superintendent*	85	1	1	1	1	1
Laboratory Supervisor	80	1	1	1	1	1
Chief Treatment Plant Operator	78	1	1	1	1	1
Plant Maintenance Mechanic/Operator IV-WTP	74	1	1	1	1	1
Operator IV-WTP	74	5	5	3	3	2
Operator III-WTP	73	0	0	0	1	0
Operator II-WTP	71	1	1	1	0	1
Operator I-WTP*/**	70	0	0	2	2	4
Water Treatment Plant Specialist	68	1	1	1	1	1
<b>Full-time</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*New FTE FY20-21

***WATER RECLAMATION FACILITY - (61-4177)***

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Public Utilities Director	88	0	0	0	1	1
Plant Superintendent*	85	1	1	1	1	1
Deputy Public Works Director-Utilities	84	1	1	1	0	0
Laboratory Supervisor	81	1	1	1	1	1
Chief Treatment Plant Operator	78	1	1	1	1	1
Senior Plant Maintenance Mechanic	76	1	1	1	1	1
Executive Assistant	75	1	1	1	1	1
GIS/GPS Analyst*	74	1	1	1	1	0
Pre-treatment Program Coordinator	74	1	1	1	1	1
Operator IV-WRF	74	1	1	1	3	3
Operator III-WRF	73	3	3	2	0	0
Maintenance Mechanic/Operator II-WRF	72	1	1	1	1	1
Operator II-WRF	71	0	0	0	0	2
Laboratory Technician	71	2	2	2	2	2
Operator I-WRF*	70	4	4	5	5	3
Biosolid Operator/Driver	69	0	0	1	1	1
<b>Full-time</b>		<b>19</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>19</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

\*\*GIS/GPS Analyst moved to Engineering FY 20-21

*COMPOST - (61-4179)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Compost Plant Superintendent*	83	1	1	1	1	1
Plant Maintenance Mechanic/Operator	72	1	1	1	1	1
Compost Plant Operator*	69	3	3	3	3	3
<b>Full-time</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change-per Evergreen Pay Study FY 20-21

*TRAVEL & TOURISM - (95-9077)*

Position	Salary Range	2016-17 Authorized	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized
Travel & Tourism Director*	85	1	1	1	1	1
Communications & Creative Services Manager*	73	0	0	1	1	1
Travel & Tourism Specialist*	71	1	1	1	1	1
<b>Full-time</b>		<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Permanent Part-time</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Grade change/Title change-per Evergreen Pay Study FY 20-21



EXPENDITURE SHEET Fiscal Year FY20-21									
Fund:		11-General Fund							
Dept #:		Revenues	Dept. Head Catherine Gwynn						
Division:		Revenues	~ = Division by Zero						
			* = Change < \$5,000						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8101	Current Tax Levy	\$ 13,973,738.70	\$ 14,694,791.00	\$ 14,694,791.00	\$ 14,871,552.00	\$ 14,948,030.00	1.72%	\$ 14,948,030.00	1.72%
8102	Delinquent Taxes	\$ 279,025.01	\$ 300,000.00	\$ 300,000.00	\$ 252,810.00	\$ 275,000.00	-8.33%	\$ 275,000.00	-8.33%
8103	Current Vehicle Tax	\$ 1,627,364.00	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,577,609.00	\$ 1,500,000.00	0.00%	\$ 1,500,000.00	0.00%
8105	Delinquent Vehicle Tax	\$ 3,320.87	\$ 5,000.00	\$ 5,000.00	\$ 3,220.00	\$ 5,000.00	*	\$ 5,000.00	*
8106	Penalties & Interest	\$ 89,813.16	\$ 73,000.00	\$ 73,000.00	\$ 79,382.00	\$ 77,100.00	5.62%	\$ 77,100.00	5.62%
8106A	Penalties & Interest-NCVTS	\$ 10,258.86	\$ -	\$ -	\$ 10,068.00	\$ 10,200.00	~	\$ 10,200.00	~
8107	Vehicle Tax/Leases/Rentals	\$ 72,972.84	\$ 59,595.00	\$ 59,595.00	\$ 63,759.00	\$ 54,100.00	-9.22%	\$ 54,100.00	-9.22%
8108	Vehicle Tag Fee	\$ 255,600.00	\$ 270,000.00	\$ 270,000.00	\$ 228,765.00	\$ 262,400.00	-2.81%	\$ 262,400.00	-2.81%
8383	Solid Wate Disposal Tax	\$ 29,972.09	\$ 22,508.00	\$ 22,508.00	\$ 25,726.00	\$ 21,300.00	-5.37%	\$ 21,300.00	-5.37%
	<b>Total-Tax Revenues-0001</b>	<b>\$ 16,342,065.53</b>	<b>\$ 16,924,894.00</b>	<b>\$ 16,924,894.00</b>	<b>\$ 17,112,891.00</b>	<b>\$ 17,153,130.00</b>	<b>1.35%</b>	<b>\$ 17,153,130.00</b>	<b>1.35%</b>
8110	Privilege Licenses	\$ 3,026.00	\$ 2,364.00	\$ 2,364.00	\$ 3,000.00	\$ 2,500.00	*	\$ 2,500.00	*
8111	Penalties on Licenses	\$ -	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	*	\$ 75.00	*
8113	Building Inspections & Permits	\$ 137,056.74	\$ 117,528.00	\$ 117,528.00	\$ 103,033.20	\$ 116,055.00	-1.25%	\$ 116,055.00	-1.25%
8114	Plumbing, Gas & Electrical Insp	\$ 78,932.48	\$ 84,799.00	\$ 84,799.00	\$ 85,425.00	\$ 78,970.00	-6.87%	\$ 78,970.00	-6.87%
8115	Peddlers Permits	\$ 210.00	\$ 504.00	\$ 504.00	\$ 140.00	\$ 200.00	*	\$ 200.00	*
8116	Sign Permits	\$ 8,423.00	\$ 8,824.00	\$ 8,824.00	\$ 7,787.00	\$ 8,000.00	-9.34%	\$ 8,000.00	-9.34%
8117	Mechanical Permits	\$ 79,896.36	\$ 69,418.00	\$ 69,418.00	\$ 74,299.00	\$ 69,200.00	-0.31%	\$ 69,200.00	-0.31%
8118	Homeowners Recovery Permit	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8119	Plan Review Fee	\$ 16,848.00	\$ 18,497.00	\$ 18,497.00	\$ 17,488.00	\$ 17,400.00	-5.93%	\$ 17,400.00	-5.93%
8121	Technology Surcharge	\$ 39,155.00	\$ 38,395.00	\$ 38,395.00	\$ 38,210.00	\$ 36,800.00	-4.15%	\$ 36,800.00	-4.15%
8125	Golf Cart Permit Fees (Police)	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00	*	\$ 25.00	*
8239	Fire Inspections Permits	\$ 2,600.00	\$ 10,271.00	\$ 10,271.00	\$ 7,533.00	\$ 7,700.00	-25.03%	\$ 7,700.00	-25.03%
8249	Business Reg. Fee	\$ 34,930.00	\$ 35,213.00	\$ 35,213.00	\$ 35,475.00	\$ 38,600.00	9.62%	\$ 38,600.00	9.62%
	<b>Total-Licenses &amp; Permits-0002</b>	<b>\$ 401,077.58</b>	<b>\$ 385,888.00</b>	<b>\$ 385,888.00</b>	<b>\$ 372,490.20</b>	<b>\$ 375,525.00</b>	<b>-2.69%</b>	<b>\$ 375,525.00</b>	<b>-2.69%</b>
8124	From Stormwater Fund	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8130	Local Option Tax	\$ 9,023,623.57	\$ 9,813,576.00	\$ 9,813,576.00	\$ 8,794,796.00	\$ 8,277,058.00	-15.66%	\$ 9,813,576.00	0.00%
8131	ABC Revenue	\$ 116,533.00	\$ 117,698.00	\$ 117,698.00	\$ 2,016.00	\$ 2,000.00	*	\$ 2,000.00	*
8132	Beer & Wine Taxes	\$ 145,546.98	\$ 154,916.00	\$ 154,916.00	\$ 146,275.00	\$ 146,300.00	-5.56%	\$ 146,300.00	-5.56%
8134	Utility Franchise Tax	\$ 3,456,523.50	\$ 2,933,850.00	\$ 2,933,850.00	\$ 2,846,656.00	\$ 2,875,122.56	-2.00%	\$ 2,903,873.79	-1.02%
8135	Powell Bill	\$ 918,925.31	\$ 918,925.00	\$ 918,925.00	\$ 909,163.00	\$ 909,163.00	-1.06%	\$ 909,163.00	-1.06%
8140	County Donation	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,000.00	\$ -	*	\$ -	*
8147	D.E.A. Funds	\$ 15,395.31	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8149	NC Controlled Substance Tax	\$ 6,695.31	\$ -	\$ -	\$ 3,281.00	\$ 3,300.00	*	\$ 3,300.00	*
8150	Payment in Lieu of Taxes	\$ 103,192.94	\$ 131,676.00	\$ 131,676.00	\$ 101,621.00	\$ 101,700.00	-22.76%	\$ 101,700.00	-22.76%

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund							
Dept #:		Revenues	Dept. Head Catherine Gwynn						
Division:		Revenues	~ = Division by Zero						
			* = Change < \$5,000						
			Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
8152	FEMA Reimbursement	\$ 71,774.00	\$ 578,000.00	\$ 578,000.00	\$ -	\$ -	*	\$ -	*
8161	From Utility Fund	\$ 2,869,532.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8173	Transportation Planning Grant	\$ 70,993.00	\$ 370,223.00	\$ 370,223.00	\$ 336,994.00	\$ 258,622.00	-30.14%	\$ 258,622.00	-30.14%
8175	Cable TV	\$ -	\$ 258,064.00	\$ 258,064.00	\$ 258,064.00	\$ 255,500.00	-0.99%	\$ 255,500.00	-0.99%
8200	Eastern Carolina Housing Grant	\$ 34,706.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	0.00%	\$ 31,000.00	0.00%
8208	GWTA Reimbursement-Garage/IT/Spectrum	\$ 168,335.65	\$ 231,873.00	\$ 231,873.00	\$ 168,335.65	\$ -	*	\$ 168,335.65	-27.40%
8250	Stream Debris Grant Reimb.	\$ 61,597.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8287	Wayne Co Sch Reimb Resource Officer	\$ 148,634.00	\$ 107,578.00	\$ 107,578.00	\$ 111,963.00	\$ 111,963.00	4.08%	\$ 111,963.00	4.08%
8370	NCDOT Reimb. Signals	\$ 129,624.04	\$ 241,428.00	\$ 241,428.00	\$ 129,600.00	\$ 129,600.00	-46.32%	\$ 129,600.00	-46.32%
8580	Cherry Hospital-Fire Reimbursement	\$ 76,724.00	\$ 78,224.00	\$ 78,224.00	\$ 76,724.00	\$ 76,800.00	-1.82%	\$ 76,800.00	-1.82%
8706	GWTA Rental	\$ 58,684.12	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00	0.00%	\$ 64,000.00	0.00%
8911	Golden Leaf Grant Proceeds	\$ 257,691.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8912	Main Street Solutions Grant Reimb	\$ 12,500.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8913	PARTF Grant Reimb.	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8921	State Grants-NCDOT	\$ 20,137.58	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8922	State Grants-PEG Channel	\$ 27,027.04	\$ -	\$ -	\$ 27,211.00	\$ 27,400.00	~	\$ 27,400.00	~
8977	Donation/Charitable Contrib Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8980	Federal US Marshall OT Reimburse	\$ 10,391.06	\$ -	\$ -	\$ 11,417.00	\$ 11,500.00	~	\$ 11,500.00	~
<b>Total-Revenue Other Agencies-0003</b>		<b>\$ 17,882,786.41</b>	<b>\$ 16,039,031.00</b>	<b>\$ 16,039,031.00</b>	<b>\$ 14,023,116.65</b>	<b>\$ 13,281,028.56</b>	<b>-17.20%</b>	<b>\$ 15,014,633.44</b>	<b>-6.39%</b>
8156	Special Test Permits	\$ 12,355.00	\$ 13,835.00	\$ 13,835.00	\$ 13,277.00	\$ 13,200.00	-4.59%	\$ 13,200.00	-4.59%
8158	False Alarms	\$ 5,004.00	\$ 2,181.00	\$ 2,181.00	\$ 2,012.00	\$ 2,000.00	*	\$ 2,000.00	*
8174	General Fund-Miscellaneous Recv	\$ 157,617.37	\$ 125,989.00	\$ 125,989.00	\$ 242,147.00	\$ 132,100.00	4.85%	\$ 132,100.00	4.85%
8175	Cable TV	\$ 275,039.89	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8177	Tennis Instructions	\$ 605.00	\$ 1,147.00	\$ 1,147.00	\$ 360.00	\$ 1,000.00	*	\$ 1,000.00	*
8183	Insufficient Check Penalty	\$ 20.00	\$ -	\$ -	\$ 2,089.00	\$ 500.00	*	\$ 500.00	*
8245	Stormwater Management Fee	\$ 17,036.00	\$ 13,973.00	\$ 13,973.00	\$ 14,197.00	\$ 14,200.00	1.62%	\$ 14,200.00	1.62%
8247	Event Center Rentals	\$ 81,296.25	\$ 72,275.00	\$ 72,275.00	\$ 27,715.00	\$ -	*	\$ -	*
8271	Refuse Service	\$ 3,247,964.62	\$ 3,296,933.00	\$ 3,296,933.00	\$ 3,296,933.00	\$ 3,296,900.00	-0.00%	\$ 3,296,900.00	-0.00%
8271A	Recycling Surcharge	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 168,000.00	~
8272	Cemetery Services	\$ 58,537.49	\$ 54,693.00	\$ 54,693.00	\$ 61,728.00	\$ 61,700.00	12.81%	\$ 61,700.00	12.81%
8274	Trash Penalties	\$ 795.00	\$ 581.00	\$ 581.00	\$ 639.00	\$ 600.00	*	\$ 600.00	*
8283	SJAFB Commercial Refuse Contract	\$ -	\$ 251,518.00	\$ 251,518.00	\$ 251,518.00	\$ 276,700.00	10.01%	\$ 276,700.00	10.01%
8365	Basketball Entry Fee	\$ -	\$ -	\$ -	\$ (100.00)	\$ -	*	\$ -	*
8368	Sale Of Recyclable Materials	\$ 48,276.54	\$ 24,942.00	\$ 24,942.00	\$ 5,345.00	\$ 5,000.00	*	\$ 5,000.00	*



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

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

EXPENDITURE SHEET		Fiscal Year FY20-21							
Fund:		11-General Fund		Dept. Head		Catherine Gwynn			
Dept #:		Revenues	Revenues	~ = Division by Zero					
Division:		Revenues	~	* = Change < \$5,000					
		Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)
Total-Fund Balance Withdrawal-0009		\$ -	\$ 636,863.00	\$ 2,153,847.83	\$ -	\$ -	*	\$ 12,964.00	-97.96%
Total Revenues		\$ 41,927,627.37	\$ 43,395,311.00	\$ 45,017,295.83	\$ 40,574,758.85	\$ 39,377,890.56	-9.26%	\$ 42,425,220.44	-2.24%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested Green Cell - Department Input			
Fund:		11-General Fund		Dept. Head-Catherine Gwynn			
Dept #:		Revenues - Revenues					
Division:		~ - Revenues					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8101	Current Tax Levy		PER PROPERTY TAX WORKSHEETS. (Per Tax Assessor Email; .6% growth)	\$ 14,871,552.00	\$ 14,948,030.00	\$ 14,948,030.00	\$ 14,948,030.00
8102	Delinquent Taxes		PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 252,810.00	\$ 275,000.00	\$ 275,000.00	\$ 275,000.00
8103	Current Vehicle Tax		PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 1,577,609.00	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,500,000.00
8105	Delinquent Vehicle Tax		PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 3,220.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
8106	Penalties & Interest		PER FGITRND/Desktop Tools. ESTIMATED BASED ON HISTORICAL TREND	\$ 79,382.00	\$ 77,100.00	\$ 77,100.00	\$ 77,100.00
8106A	Penalties & Interest-NCVTS		PER FGITRND/Desktop Tools. ESTIMATED BASED ON HISTORICAL TREND	\$ 10,068.00	\$ 10,200.00	\$ 10,200.00	\$ 10,200.00
8107	Vehicle Tax/Leases/Rentals		Trend for past 10 years is approximately \$54,015 average. (Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Trended downward for FY21 due to Covid-19.	\$ 63,759.00	\$ 54,100.00	\$ 54,100.00	\$ 54,100.00
8108	Vehicle Tag Fee		\$10/VEHICLE @ 27,000 VEHICLES; Based on prior year actual collections @25,500 vehicles	\$ 228,765.00	\$ 262,400.00	\$ 262,400.00	\$ 262,400.00
8383	Solid Wate Disposal Tax		Trend for past 10 years is approximately \$22,508 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 25,726.00	\$ 21,300.00	\$ 21,300.00	\$ 21,300.00
<b>Total-Tax Revenues-0001</b>				<b>\$ 17,112,891.00</b>	<b>\$ 17,153,130.00</b>	<b>\$ 17,153,130.00</b>	<b>\$ 17,153,130.00</b>
8110	Privilege Licenses		Trend for past 5 years is approximately \$2,197 average. (Sheet-(Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Law changed eliminating most privilege licenses except ABC so can't use data prior to 2016.	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
8111	Penalties on Licenses		Trend for past 3 years is approximately \$2,364 average. Law changed eliminating most privilege licenses except ABC so can't use data prior to 2016.	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
8113	Building Inspections & Permits		Trend for past 10 years is approximately \$116,054 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 103,033.20	\$ 116,055.00	\$ 116,055.00	\$ 116,055.00
8114	Plumbing, Gas & Electrical Insp		Trend for past 10 years is approximately \$78,969 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 85,425.00	\$ 78,970.00	\$ 78,970.00	\$ 78,970.00
8115	Peddlers Permits		Trend for past 10 years is approximately \$210 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 140.00	\$ 200.00	\$ 200.00	\$ 200.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>		<b>Green Cell - Department Input</b>	
<b>Fund:</b>		<b>11-General Fund</b>		<b>Dept. Head-Catherine Gwynn</b>			
<b>Dept #:</b>		<b>Revenues - Revenues</b>					
<b>Division:</b>		<b>~ - Revenues</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8116	Sign Permits		Trend for past 10 years is approximately \$8,423 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 7,787.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
8117	Mechanical Permits		Trend for past 10 years is approximately \$69,138 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 74,299.00	\$ 69,200.00	\$ 69,200.00	\$ 69,200.00
8118	Homeowners Recovery Permit		This is a pass thru account and all collections are remitted to NC Licensing Board for General Contractors	\$ -	\$ -	\$ -	\$ -
8119	Plan Review Fee		Trend for past 10 years is approximately \$17,309 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 17,488.00	\$ 17,400.00	\$ 17,400.00	\$ 17,400.00
8121	Technology Surcharge		Trend for past 10 years is approximately \$36,715 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 38,210.00	\$ 36,800.00	\$ 36,800.00	\$ 36,800.00
8125	Golf Cart Permit Fees (Police)		Ord 2019-29 6/3/19 - \$25 fee annual fee for use of golf carts on public streets. City Ordinance Chapter 73 - Golf Carts	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
8239	Fire Inspections Permits		Trend for past 10 years is approximately \$7,696 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 7,533.00	\$ 7,700.00	\$ 7,700.00	\$ 7,700.00
8249	Business Reg. Fee		Trend for past 3 years is approximately \$38,553 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Law changed eliminating most privilege licenses. City instituted Business Registration Fee.	\$ 35,475.00	\$ 38,600.00	\$ 38,600.00	\$ 38,600.00
<b>Total-Licenses &amp; Permits-0002</b>				<b>\$ 372,490.20</b>	<b>\$ 375,525.00</b>	<b>\$ 375,525.00</b>	<b>\$ 375,525.00</b>
8124	From Stormwater Fund		Shared Services for Stormwater Fund. Reclassified to Orgn 0007.	\$ -	\$ -	\$ -	\$ -
8130	Local Option Tax		FY20-21 Sales Tax Calculator.xlsx; Covid 19 effect; we were on track for 4.5% growth; now expect deficit to FY20 Budget of (\$1,082,460); Kept growth at 0% for FY21 per discussion ACM/CM.	\$ 8,794,796.00	\$ 8,277,058.00	\$ 9,813,576.00	\$ 9,813,576.00
8131	ABC Revenue		Wayne Co ABC Board - staff spoke to ABC Board and told because they are doing construction the distributions are lower. I asked for financial statements so we could verify.	\$ 2,016.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Revenues - Revenues					
Division:		~ - Revenues					
				Dept. Head-Catherine Gwynn			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8132	Beer & Wine Taxes		For my initial Dept Request estimate - Used trend for past 3 years is approximately \$132,879 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Used Actual FY19 +.5% Growth on Jun 30. Estimated 0% growth from NCLM memo. Annual distribution in May.	\$ 146,275.00	\$ 146,300.00	\$ 146,300.00	\$ 146,300.00
8134	Utility Franchise Tax		For my initial Dept Request estimate - Used trend for past 10 years is approximately \$2,546,890 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Estimated 1% growth per NCLM Memo.	\$ 2,846,656.00	\$ 2,875,122.56	\$ 2,903,873.79	\$ 2,903,873.79
8135	Powell Bill		For my initial Dept Request estimate - Used trend for past 10 years is approximately \$968,626 average. However, since trending downward, opted to use the amoutn rec'd Fy20. (SheetDesktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 909,163.00	\$ 909,163.00	\$ 909,163.00	\$ 909,163.00
8140	County Donation		Fall and Spring Games \$4K each. Email from A. Speight 4/25/20 - Co will pay \$4K for Fall games (due to Spring being cancelled by Covid-19) and will budget for both Fall and Spring in FY20. Per email from Kelly Vaughn to Felicia Brown 3/2/20 8:04 am - Special Olympics will no longer use COG to manage the Special Olympics for FY21.	\$ 4,000.00	\$ -	\$ -	\$ -
8147	D.E.A. Funds		This account is \$-0-. We have not received any federal DEA Funds and not anticipating. If we do, will do a budget amendment to appropriate if needed. Cfg 4/26/2020 10:04 AM				
8149	NC Controlled Substance Tax		North Carolina Unauthorized Substance Tax program G.S. 105-113.113. Average for past 10 years is approximately \$12K, however collections for FY20 are significantly down. Use the current year estimated collections for request. Cfg 4/26/2020 10:18 AM	\$ 3,281.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
8150	Payment in Lieu of Taxes		Trend for past 10 years is approximately \$101,621 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Received in May/Jun. Emailed Laura/Melissa/Terrie to follow up with this year's report status for Housing Authority for The City of Goldsboro. This should also include Eastern Carolina Housing Authority. I have no agreements for this one either. Cfg 4/26/2020 10:49 AM	\$ 101,621.00	\$ 101,700.00	\$ 101,700.00	\$ 101,700.00
8152	FEMA Reimbursement		Moved to Special Revenue Fund R1102	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested Green Cell - Department Input				
Fund: 11-General Fund		Dept. Head-Catherine Gwynn					
Dept #: Revenues - Revenues							
Division: ~ - Revenues							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8161	From Utility Fund		Moved to 11-0007-58101	\$ -	\$ -	\$ -	\$ -
8173	Transportation Planning Grant		As per 11-3151-9934 request from Planning Dept., Jennifer Collins Dept. Head.	\$ 336,994.00	\$ 258,622.00	\$ 258,622.00	\$ 258,622.00
8175	Cable TV		For my initial Dept Request estimate - Used trend for past 10 years is approximately \$279,633 average. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) Estimated 1% decline per NCLM Memo.	\$ 258,064.00	\$ 255,500.00	\$ 255,500.00	\$ 255,500.00
8200	Eastern Carolina Housing Grant		Kaye said that is for Police Officer that Tracy Barber bills every month. We are limited to the amount per month. Cfg 4/15/2019 3:33 PM Per contract FY20 \$32,905. Do not yet have a draft for FY21. cfg 5/28/2020 4:02 PM	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00
8208	GWTA Reimbursement-Garage/IT/Spectrum	GWTA	GWTA - reimbursement for fuel, IT Services, Spectrum internet billing	\$ 168,335.65	\$ -	\$ 168,335.65	\$ 168,335.65
8250	Stream Debris Grant Reimb.		None expected for FY20 or FY21	\$ -	\$ -	\$ -	\$ -
8287	Wayne Co Sch Reimb Resource Officer		Trend for past 5 years is approximately \$107,578 average. (Sheet-FGITRND FUND 11 REVENUE (PROG 8000).xls) Emailed Chief West & CM on status of contract 4/21/20 10.48 am. CM requested additional information from WCPS on why the amount was cut. Budgeting the tentative amount offered by WCPS. cfg 4/26/2020 11:13 AM	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00
8370	NCDOT Reimb. Signals		Trend for past 5 years is approximately \$205,428 average. (Sheet-FGITRND FUND 11 REVENUE (PROG 8000).xls) (Added reimbursement for servers to be replaced \$45K @ 80%)	\$ 129,600.00	\$ 129,600.00	\$ 129,600.00	\$ 129,600.00
8580	Cherry Hospital-Fire Reimbursement		Check is usually received in May.	\$ 76,724.00	\$ 76,800.00	\$ 76,800.00	\$ 76,800.00
8706	GWTA Rental	GWTA	Trend for past 3 years is approximately \$59,692 average. (Sheet-FGITRND FUND 11 REVENUE (PROG 8000).xls) For the ental of the building that the City owns to GWTA. Urban \$3,038.00 + Rural \$2,296.92=\$5,334.92/month	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00
8911	Golden Leaf Grant Proceeds		Moved to Capital Project Fund S1105 for the new project adopted in FY20.	\$ -	\$ -	\$ -	\$ -
8912	Main Street Solutions Grant Reimb		None expected for FY20 or FY21	\$ -	\$ -	\$ -	\$ -
8913	PARTF Grant Reimb.		None expected for FY20 or FY21	\$ -	\$ -	\$ -	\$ -
8921	State Grants-NCDOT		Goldsboro Union Station (GUS) Roof Grant Reimbursement and for GUS Adaptive Reuse Study Grant Reimbursement. Final for GUS Reimbursement in FY20.				

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested				
Fund:			11-General Fund	Green Cell - Department Input				
Dept #:			Revenues - Revenues					
Division:			~ - Revenues					
			Dept. Head-Catherine Gwynn					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8922	State Grants-PEG Channel			Per NCLM Memo \$27,211. Use FY20 amount for request. Cfg 4/26/2020 11:38 AM	\$ 27,211.00	\$ 27,400.00	\$ 27,400.00	\$ 27,400.00
8977	Donation/Charitable Contrib Revenue			None expected for FY20 or FY21	\$ -	\$ -	\$ -	\$ -
8980	Federal US Marshall OT Reimburse			Past year approximately \$10K. FY20 is currently at \$11,417. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:41 AM	\$ 11,417.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
	Total-Revenue Other Agencies-0003				\$ 14,023,116.65	\$ 13,281,028.56	\$ 15,014,633.44	\$ 15,014,633.44
8156	Special Test Permits			10 Year Trend has been \$13,277 (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:42 AM	\$ 13,277.00	\$ 13,200.00	\$ 13,200.00	\$ 13,200.00
8158	False Alarms		FD	10 Year Trend has been \$2,012 (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:42 AM	\$ 2,012.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
8174	General Fund-Miscellaneous Recv		GWTA	10 Year Trend has been \$132,063. Current YTD is \$242,147.11. This represents the various "Miscellaneous" billings that the City processes, like Eastern Carolina Housing Authority fuel reimbursement billings. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:46 AM	\$ 242,147.00	\$ 132,100.00	\$ 132,100.00	\$ 132,100.00
8175	Cable TV		N/A	Reclassified to correct Orgn #0003.	\$ -	\$ -	\$ -	\$ -
8177	Tennis Instructions		PR	10 Year Trend has been \$2,108. Current YTD \$360. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:48 AM	\$ 360.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8183	Insufficient Check Penalty		N/A	10 Year Trend has been \$4,637. Current YTD \$2,089. Expect some effect from Covid-19 due to EO-124 that stops Utilities from charging late fees and penalties. It does not affect bad check fees, but due to economic downturn it could affect our ability to collect. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:50 AM	\$ 2,089.00	\$ 500.00	\$ 500.00	\$ 500.00
8245	Stormwater Management Fee		ENG	10 Year Trend has been \$14,197. Current YTD \$11,311. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:52 AM	\$ 14,197.00	\$ 14,200.00	\$ 14,200.00	\$ 14,200.00
8247	Event Center Rentals		GEC	Revenues have been reclassified to 8801, 8821, 8822 cfg 4/26/2020 11:52 AM	\$ 27,715.00	\$ -	\$ -	\$ -



JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested				
Fund: 11-General Fund			Dept. Head-Catherine Gwynn				
Dept #: Revenues - Revenues			Green Cell - Department Input				
Division: ~ - Revenues							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8271	Refuse Service	GAR	See Utility Sales Trends excel spreadsheet. Ref excel sheet Utility Sales Trends FY2021.xlsx.	\$ 3,296,933.00	\$ 3,296,900.00	\$ 3,296,900.00	\$ 3,296,900.00
8271A	Recycling Surcharge	GAR	New fee proposed to offset landfill and recycling charges			\$ 168,000.00	\$ 168,000.00
8272	Cemetery Services	CEM	Trend for past 10 years is approximately \$61,728 average. YTD \$40,756. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 61,728.00	\$ 61,700.00	\$ 61,700.00	\$ 61,700.00
8274	Trash Penalties	GAR	Trend for past 5 years is approximately \$639 average. YTD \$245. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 639.00	\$ 600.00	\$ 600.00	\$ 600.00
8283	SJAFB Commercial Refuse Contract	GAR	New 10 Year service contract entered in FY2019. No trend information. YTD received through Dec 2019 billing \$135,185. Use same as budgeted estimate for Jun 30. Include 10% increase for FY20. cfg 4/26/2020 12:25 PM	\$ 251,518.00	\$ 276,700.00	\$ 276,700.00	\$ 276,700.00
8365	Basketball Entry Fee	PR	Trend for past 5 years is approximately \$0 average. YTD (\$80). (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ (100.00)	\$ -	\$ -	\$ -
8368	Sale Of Recyclable Materials	GAR	Trend for past 5 years is approximately \$27,277 average. YTD 5,345. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 5,345.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
8371	Swimming Pools	PR	Trend for past 3 years is approximately \$17,461 average. YTD \$13,956. Expect there to be some effects from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx)	\$ 13,956.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
8379	Paramount Theater	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. cfg 4/26/2020 1:52 PM	\$ -	\$ -	\$ -	\$ -
8385	Paramount Vendini Ticket Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. cfg 4/26/2020 1:52 PM	\$ -	\$ -	\$ -	\$ -
8702	Governor's Crime Commission	PD	Moved to Police Special Revenue Funds P3102	\$ -	\$ -	\$ -	\$ -
8801	GEC-Building Rental	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247 with \$27,715 YTD for FY20. YTD \$19,429.	\$ 19,429.00	\$ 59,000.00	\$ 59,000.00	\$ 59,000.00
8802	GEC-Amenities Rentals/Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. CFG 4/26/2020 12:08 PM	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Revenues - Revenues					
Division:		~ - Revenues					
				Dept. Head-Catherine Gwynn			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8803	GEC Income Retained from Deposits	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. CFG 4/26/2020 12:08 PM	\$ -	\$ -	\$ -	\$ -
8821	GEC-Food & Beverage Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247 with \$27,715 YTD for FY20. YTD \$30.	\$ 30.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8822	GEC-Alcohol Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247 with \$27,715 YTD for FY20. YTD \$1,765.	\$ 1,765.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
8840	PARAMOUNT-House Ticket Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 109,831.00	\$ 189,474.00	\$ 126,948.00	\$ 126,948.00
8841	PARAMOUNT-Ticket Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 76,432.00	\$ 126,316.00	\$ 83,579.00	\$ 83,579.00
8842	PARAMOUNT-Ticket Sale Fee	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 6,808.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
8843	PARAMOUNT-Comp Ticket Fee	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 50.00	\$ 100.00	\$ 100.00	\$ 100.00
8844	PARAMOUNT-Setup Fee	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
8845	PARAMOUNT-Box Office Hours	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862.	\$ 175.00	\$ 200.00	\$ 200.00	\$ 200.00
8861	PARAMOUNT-Food & Beverage Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. Per Adam usually 2x cost. (#2926)	\$ 1,235.00	\$ 8,060.00	\$ 8,060.00	\$ 8,060.00
8862	PARAMOUNT-Alcohol Sales	PAR	New Account setup for Paramount to split out various revenue types. Old account #8379 and #8385. New account #'s 8840-8862. Per Adam usually 2x cost. (#2929)	\$ 160.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
8913	PARTF Grant Reimb.	PR	None expected for FY20 or FY21	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Revenues - Revenues					
Division:		~ - Revenues					
Dept. Head-Catherine Gwynn							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8940	Golf Course Pro Shop Consignment	GLF	This is a new account starting FY19 to recognize revenue from consignment sale of golf clubs. YTD \$408 and FY19 \$7,751. Expect there to be some effects from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) We would only budget after the sales are made to appropriate the COGS of the clubs. cfg 4/26/2020 2:18 PM Obie/Felicia budgeted \$20K in 2920 - offset w/ \$20K	\$ 500.00	\$ -	\$ 20,000.00	\$ 20,000.00
8952	Golf Course Cart Fees	GLF	10 Year Trend has been \$222,648. Current YTD \$161,164. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 214,885.00	\$ 204,200.00	\$ 214,885.00	\$ 214,885.00
8955	Golf Course Concessions	GLF	7 Year Trend has been \$44,038. Current YTD \$29,690. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 37,607.00	\$ 35,800.00	\$ 37,607.00	\$ 37,607.00
8956	Golf Course Green Fees	GLF	10 Year Trend has been \$115,167. Current YTD \$85,832. FY19 \$76,813. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 108,721.00	\$ 103,300.00	\$ 108,721.00	\$ 108,721.00
8957	Golf Course Membership Dues	GLF	10 Year Trend has been \$121,863. Current YTD \$88,205. FY19 \$117,898. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 111,726.00	\$ 106,200.00	\$ 111,726.00	\$ 111,726.00
8958	Driving Range Fees	GLF	10 Year Trend has been \$17,914. Current YTD \$14,421. FY19 \$17,164. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 18,267.00	\$ 17,400.00	\$ 18,267.00	\$ 18,267.00
8959	Pro Shop Sales	GLF	10 Year Trend has been \$28,320. Current YTD \$14,043. FY19 \$21,695. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:37 PM	\$ 17,788.00	\$ 16,900.00	\$ 17,788.00	\$ 17,788.00
8960	Golf Lessons	GLF	7 Year Trend has been \$3,950. Current YTD \$35. FY19 \$1,105. Expect some effect from Covid-19. Reduce Jun 30 by 5% and 0% for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 11:50 AM	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00

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

JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested				
Fund: 11-General Fund			Green Cell - Department Input				
Dept #: Revenues - Revenues							
Division: ~ - Revenues							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8581	Equipment Sales		10 Year Trend has been \$61,200. Current YTD \$57,843. FY19 \$159,877. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 2:58 PM	\$ 77,124.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
8582	Sale of Land		No large parcels planned for sale in FY21.	\$ 7,295.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
8879	G.O. Bond Premiums Received						
<b>Total-Capital Returns-0005</b>				<b>\$ 168,018.00</b>	<b>\$ 169,100.00</b>	<b>\$ 1,361,930.00</b>	<b>\$ 1,361,930.00</b>
8122	Salaries/Payroll Attrition		No longer used. Salaries are budgeted as they are expected to be used.	\$ -	\$ -	\$ -	\$ -
8123	Health Ins. Subsidy		Already taken out of departments budgets. Cfg 5/2/2019 4:45 PM	\$ -	\$ -	\$ -	\$ -
8149	NC Controlled Substance Tax		Moved to Orgn 0003	\$ -	\$ -	\$ -	\$ -
8153	Insurance Proceeds		Appropriated when expenditures are incurred.	\$ -	\$ -	\$ -	\$ -
8160	General Fund Donation		Miscellaneous Citizen Donation	\$ 30.00	\$ -	\$ -	\$ -
8190	Other Miscellaneous Revenue		Requested analysis by Terrie. Cfg 4/26/2020 3:39 PM	\$ 1,120,419.00	\$ 475,000.00	\$ 475,000.00	\$ 475,000.00
8192	Officers Fees		10 Year Trend has been \$21,467. Current YTD \$12,044. FY19 \$13,903. However, it has been steadily declining over the years. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 3:40 PM	\$ 14,052.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
8217	Donations & Spons-Human Relations		YTD FY20 \$64. Appropriate revenue as it is collected.	\$ 64.00	\$ -	\$ -	\$ -
8218	Donations & Spons-Interfaith Breakf		YTD FY20 \$130. Appropriate revenue as it is collected.	\$ 130.00	\$ -	\$ -	\$ -
8219	Donations & Spons-MLK Commemoration		YTD FY20 \$6,312. Appropriate revenue as it is collected.	\$ 6,312.00	\$ -	\$ -	\$ -
8220	Donations & Spons-M Comm on Disab		YTD FY20 \$4,641. Appropriate revenue as it is collected.	\$ 4,641.00	\$ -	\$ -	\$ -
8221	Donations & Spons-M Youth Council		YTD FY20 \$725. Appropriate revenue as it is collected.	\$ 725.00	\$ -	\$ -	\$ -
8222	Donations & Spons-Poultry/Beak Week		YTD FY20 \$0. Appropriate revenue as it is collected.	\$ -	\$ -	\$ -	\$ -
8223	Donations & Spons-Special Pops		YTD FY20 \$5,277. Appropriate revenue as it is collected.	\$ 5,277.00	\$ -	\$ -	\$ -
8224	Donations & Spons-Challenger Footbl		YTD FY20 \$2,743. Appropriate revenue as it is collected.	\$ 2,743.00	\$ -	\$ -	\$ -
8225	Donations & Spons-Duke RX for Play		YTD FY20 \$3,794. Appropriate revenue as it is collected.	\$ 3,794.00	\$ -	\$ -	\$ -
8293	Parking Tickets		10 Year Trend has been \$967. Current YTD \$1,695. FY19 \$2,333.Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 3:45 PM	\$ 1,695.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
8298	Local Grants		Duke Energy Grant Resiliency Grant for Goldsboro Fire Dept.	\$ 6,000.00	\$ -	\$ -	\$ -
8595	Vending Machines Income						
8977	Donation/Charitable Contrib Revenue						
<b>Total-Miscellaneous Revenues-0006</b>				<b>\$ 1,165,882.00</b>	<b>\$ 490,500.00</b>	<b>\$ 490,500.00</b>	<b>\$ 490,500.00</b>
58101	Shared Services General Fund to Utility Fund		Per Calculation	\$ 45,000.00	\$ 108,852.00	\$ 108,852.00	\$ 108,852.00
58102	Shared Services General Fund to Stormwater		Per Calculation	\$ 2,869,532.00	\$ 2,938,105.00	\$ 2,938,105.00	\$ 2,938,105.00
<b>Total-Shared Services-0007</b>				<b>\$ 2,914,532.00</b>	<b>\$ 3,046,957.00</b>	<b>\$ 3,046,957.00</b>	<b>\$ 3,046,957.00</b>

JUSTIFICATION SHEET		Fiscal Year FY20-21	Dept. Head-Catherine Gwynn <div>             Blue Font - Detail Schedule Requested              Green Cell - Department Input           </div>				
Fund:		11-General Fund					
Dept #:		Revenues - Revenues					
Division:		~ - Revenues					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
8583	Fund Balance Withdrawal		None for Dept Request. MGR - Cemetery Reserve for Lawnmower \$12964.		\$ -	\$ 12,964.00	\$ 12,964.00
	<b>Total-Fund Balance Withdrawal-0009</b>			\$ -	\$ -	\$ 12,964.00	\$ 12,964.00
	<b>Total Revenues</b>			\$ 40,574,758.85	\$ 39,377,890.56	\$ 42,425,220.44	\$ 42,425,220.44

## **FISCAL YEAR 2020-2021 BUDGET**

### **DEPARTMENT/DIVISION: CITY COUNCIL**

#### **DEPARTMENT OVERVIEW:**

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

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

During the City Council Retreat held in February 2020, City Council updated the City's vision and mission statements and retained the same goals. Mission: The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life every day. Vision: An extraordinary, diverse experience. Goals: Safe and Secure Community, Strong and Diverse Economy, Exceptional Quality of Life, Racial and Cultural Harmony and Excellence in Government.

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

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

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





EXPENDITURE SHEET		Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Tim Salmon							
Dept #:		1011 Mayor & Council		~ = Division by Zero									
Division:		1011 ~		* = Change < \$500									
				Purple Cell-Finance Input									

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund		Green Cell - Department Input	
Dept #:		Mayor & Council - 1011			
Division:		~ - 1011			
Dept. Head-Tim Salmon					

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Tim Salmon			
Dept #:		Mayor & Council - 1011					
Division:		~ - 1011					
Account:		1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1		Friends of Seymour Per contract \$9250 fees +1042/travel expenses per month	\$ 61,500.00	\$ 61,500.00	\$ 61,500.00	\$ 61,500.00	
2		Duncklee & Dunham, P.C. (environmental study)	\$ 11,112.49				
3		BR Kornegay, Inc. (Surveyor)	\$ 3,500.00				
4		Mercer Group (CM search)	\$ 16,900.00				
5		Other		\$ 18,500.00	\$ 18,500.00	\$ 18,500.00	
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 93,012.49</b>	<b>\$ 80,000.00</b>	<b>\$ 80,000.00</b>	<b>\$ 80,000.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1	Washington DC Legislative Trip, NC Main Street Conference		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
2	NCLM Annual City Vision Conference		\$ 4,650.00	\$ 4,650.00	\$ 4,650.00	
3	Metro Mayors Annual Meeting, Metro Mayors Spring Meeting		\$ 900.00	\$ 900.00	\$ 900.00	
4	Town Hall Day (Raleigh)		\$ 500.00	\$ 500.00	\$ 500.00	
5	National League of Cities (Utah)		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
6	Association of Defense Communities-National Summit (DC)		\$ 7,100.00	\$ 7,100.00	\$ 7,100.00	
7	Association of Defense Communities Installation Innovation		\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	
8	NC Black Elected Officials Conference (Beaufort)		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
9	Miscellaneous Dinners & Luncheons		\$ 500.00	\$ 500.00	\$ 500.00	
10	ESTIMATED YEAR END	\$ 25,000.00				
11						
	<b>Total - 3121 Travel</b>	<b>\$ 25,000.00</b>	<b>\$ 28,000.00</b>	<b>\$ 28,000.00</b>	<b>\$ 28,000.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Tim Salmon</b>			
<b>Dept #: Mayor &amp; Council - 1011</b>							
<b>Division: ~ - 1011</b>							
<b>Account: 4911 Subscriptions</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1			\$ 100.00	\$ -	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 100.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Tim Salmon

Dept #: Mayor &amp; Council - 1011

Division: ~ - 1011

Account: 4912 Fees &amp; Dues

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1	Military Affairs Commission - Mayor		\$ 300.00	\$ 300.00	\$ 300.00	
2	Military Affairs Commission - Councilmembers		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
3	Metro Mayors Annual Service Fees		\$ 8,150.00	\$ 8,150.00	\$ 8,150.00	
4	Dancing Stars, Hot Topic, etc.		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5	DGDC Board		\$ 50.00	\$ 50.00	\$ 50.00	
6	Military Host Cities		\$ 250.00	\$ 250.00	\$ 250.00	
7	Miscellaneous		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8						
9						
10	YEAR END ESTIMATED	\$ 15,300.00				
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 15,300.00</b>	<b>\$ 16,550.00</b>	<b>\$ 16,550.00</b>	<b>\$ 16,550.00</b>	

## **FISCAL YEAR 2020-2021 BUDGET**

### **DEPARTMENT/DIVISION: CITY MANAGER'S OFFICE**

#### **DEPARTMENT OVERVIEW:**

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

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

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

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

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





EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund			Dept. Head		Tim Salmon				
Dept #:		1012		City Manager		~ = Division by Zero					
Division:		1012		~		* = Change < \$500					
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/2020	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 428,650.95	\$ 563,676.09	\$ 563,676.09	\$ 517,711.20	\$ 569,033.71	0.95%	\$ 519,890.71	-7.77%	\$ 519,890.71	-7.77%
1220	Salaries & Wages Overtime	\$ 2,970.34			\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 937.50	\$ 1,440.00	\$ 1,440.00	\$ 720.00	\$ 720.00	-50.00%	\$ 720.00	-50.00%	\$ 720.00	-50.00%
1225	Car Allowance	\$ 6,092.27	\$ -	\$ -	\$ 10,079.94	\$ 10,079.94	~	\$ 10,079.94	~	\$ 10,079.94	~
1260	Salaries & Wages Part-Time	\$ -	\$ 33,280.00	\$ 33,280.00	\$ 33,280.00	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,852.92	\$ -	\$ -	\$ 2,476.00	\$ 2,478.00	~	\$ -	*	\$ -	*
1276	Salary Reserve	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,200.16	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 17,727.63			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 32,956.14	\$ 45,828.49	\$ 45,828.49	\$ 43,114.72	\$ 44,684.54	-2.50%	\$ 40,597.83	-11.41%	\$ 40,597.83	-11.41%
1821	NCLGERS-Retirement	\$ 36,629.55	\$ 49,934.37	\$ 49,934.37	\$ 57,204.51	\$ 59,287.33	18.73%	\$ 54,183.52	8.51%	\$ 54,183.52	8.51%
1822	401-K Retirement	\$ 16,466.37	\$ 22,144.33	\$ 22,144.33	\$ 22,543.65	\$ 23,364.47	5.51%	\$ 21,227.63	-4.14%	\$ 21,227.63	-4.14%
1830	Hospital Insurance	\$ 26,381.98	\$ 25,440.00	\$ 25,440.00	\$ 26,160.00	\$ 26,160.00	2.83%	\$ 26,160.00	2.83%	\$ 26,160.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 214.12	\$ -	\$ -	\$ 228.96	\$ 267.12	*	\$ 267.12	*	\$ 267.12	*
1850	Unemployment Compensation				\$ 282.00	\$ 282.00	*	\$ 282.00	*	\$ 282.00	*
1860	Worker's Compensation	\$ 1,144.00	\$ 1,201.00	\$ 1,201.00	\$ 1,237.00	\$ 1,237.00	3.00%	\$ 1,237.00	3.00%	\$ 1,237.00	3.00%
	Total Salaries & Benefits	\$ 573,223.93	\$ 742,944.28	\$ 742,944.28	\$ 716,837.98	\$ 739,394.11	-0.48%	\$ 674,645.75	-9.19%	\$ 674,645.75	-9.19%
1932	Medical Exams	\$ 97.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 2,100.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 8,000.00	0.00%	\$ 8,000.00	0.00%	\$ 8,000.00	0.00%
2202	Luncheon/Dinner Meetings	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 133.50	\$ 100.00	\$ 100.00	\$ 150.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
2601	Office Supplies	\$ 804.35	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
2993	Operational Supplies	\$ 11,018.42	\$ 13,000.00	\$ 13,000.00	\$ 8,000.00	\$ 6,000.00	-53.85%	\$ 2,750.00	-78.85%	\$ 2,750.00	-78.85%
3121	Travel	\$ 8,572.51	\$ 17,500.00	\$ 17,500.00	\$ 18,000.00	\$ 32,000.00	82.86%	\$ 12,250.00	-30.00%	\$ 12,250.00	-30.00%
3210	Telephone	\$ 2,218.52	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,200.00	4.76%	\$ 2,200.00	4.76%	\$ 2,200.00	4.76%
3250	Postage	\$ 183.53	\$ 800.00	\$ 800.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3330	Natural Gas	\$ 494.27			\$ -	\$ -	*	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ 2,607.61	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	0.00%	\$ 3,300.00	0.00%	\$ 3,300.00	0.00%
3511	Building Maintenance	\$ 48,770.03	\$ 13,400.00	\$ 13,400.00	\$ 13,000.00	\$ 13,400.00	0.00%	\$ 10,050.00	-25.00%	\$ 10,050.00	-25.00%
3521	Office Machine Maintenance	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%
3522	Machine/Equipment Maintenance	\$ 497.36			\$ -	\$ -	*	\$ -	*	\$ -	*
3700	Advertising	\$ 5,187.50	\$ 9,500.00	\$ 9,500.00	\$ 9,000.00	\$ 24,000.00	152.63%	\$ 7,125.00	-25.00%	\$ 7,125.00	-25.00%
3702	Communications and Marketing	\$ 18,517.46	\$ 15,000.00	\$ 15,000.00	\$ 14,000.00	\$ 33,000.00	120.00%	\$ 11,250.00	-25.00%	\$ 11,250.00	-25.00%
3703	Air Show Donation	\$ 15,000.00			\$ -	\$ 15,000.00	~	\$ 15,000.00	~	\$ 15,000.00	~
3911	Public Notices	\$ 26,530.51	\$ 22,000.00	\$ 22,000.00	\$ 18,000.00	\$ 20,000.00	-9.09%	\$ 5,000.00	-77.27%	\$ 5,000.00	-77.27%
3914	Contract Services	\$ 32,470.27	\$ 37,450.00	\$ 37,450.00	\$ 38,000.00	\$ 52,000.00	38.85%	\$ 37,450.00	0.00%	\$ 37,450.00	0.00%
3950	Education Reimbursement	\$ 984.42	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 2,500.00	127.27%	\$ 1,250.00	13.64%	\$ 1,250.00	13.64%
3998	Codify Ordinances	\$ 5,589.18	\$ 4,250.00	\$ 4,250.00	\$ 4,000.00	\$ 4,250.00	0.00%	\$ 4,250.00	0.00%	\$ 4,250.00	0.00%
4404	TC Coley Expenses	\$ 74.84	\$ -	\$ -	\$ 6,000.00	\$ -	*	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 3,246.00	\$ 3,408.00	\$ 3,408.00	\$ 3,408.00	\$ 3,583.00	5.13%	\$ 3,583.00	5.13%	\$ 3,583.00	5.13%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*	\$ 22.00	*
4911	Subscriptions	\$ -	\$ 300.00	\$ 300.00	\$ 200.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Tim Salmon					
Dept #:		1012    City Manager		~ = Division by Zero							
Division:		1012    ~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/2020	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
4912	Fees & Dues	\$     2,466.50	\$     4,350.00	\$     4,350.00	\$     4,000.00	\$     6,000.00	37.93%	\$     6,000.00	37.93%	\$     6,000.00	37.93%
4989	Union Station	\$     99,570.18	\$           -	\$   193,603.12	\$   194,000.00	\$           -	*	\$           -	*	\$           -	*
9561	Office Supplies	\$       204.68	\$       250.00	\$       250.00	\$       250.00	\$       275.00	*	\$       275.00	*	\$       275.00	*
	Total Operating Expenditures	\$   287,360.64	\$   158,330.00	\$   351,933.12	\$   343,330.00	\$   228,230.00	44.15%	\$   132,205.00	-16.50%	\$   132,205.00	-16.50%
					\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Capital Outlay	\$           -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
					\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Debt Service	\$           -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
	Total City Manager~ Budget	\$   860,584.57	\$   901,274.28	\$   1,094,877.40	\$   1,060,167.98	\$   967,624.11	7.36%	\$   806,850.75	-10.48%	\$   806,850.75	-10.48%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>City Manager - 1012</b>					
<b>Division:</b>		<b>~ - 1012</b>					
		<b>Dept. Head-Tim Salmon</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/2020	Adopted 6/17/20
1210	Salaries & Wages Regular		New position Management Analyst	\$ 517,711.20	\$ 569,033.71	\$ 519,890.71	\$ 519,890.71
1220	Salaries & Wages Overtime						
1224	Cell Phone Stipend		ATCM	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1225	Car Allowance			\$ 10,079.94	\$ 10,079.94	\$ 10,079.94	\$ 10,079.94
1260	Salaries & Wages Part-Time			\$ 33,280.00	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		6 @ \$413	\$ 2,476.00	\$ 2,478.00	\$ -	\$ -
1276	Salary Reserve						
1278	Wellness Earnings		6 @ \$300	\$ 1,800.00	\$ 1,800.00	\$ -	\$ -
1280	Vacation Pay Out						
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 43,114.72	\$ 44,684.54	\$ 40,597.83	\$ 40,597.83
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 57,204.51	\$ 59,287.33	\$ 54,183.52	\$ 54,183.52
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 22,543.65	\$ 23,364.47	\$ 21,227.63	\$ 21,227.63
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 26,160.00	\$ 26,160.00	\$ 26,160.00	\$ 26,160.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 228.96	\$ 267.12	\$ 267.12	\$ 267.12
1850	Unemployment Compensation		Provided by Finance	\$ 282.00	\$ 282.00	\$ 282.00	\$ 282.00
1860	Worker's Compensation		Provided by Finance	\$ 1,237.00	\$ 1,237.00	\$ 1,237.00	\$ 1,237.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 716,837.98</b>	<b>\$ 739,394.11</b>	<b>\$ 674,645.75</b>	<b>\$ 674,645.75</b>
1932	Medical Exams						
1991	Consultant Fees	Y		\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
2202	Luncheon/Dinner Meetings						
2203	Employee Appreciation			\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00
2601	Office Supplies			\$ 600.00	\$ 1,000.00	\$ 750.00	\$ 750.00
2993	Operational Supplies			\$ 8,000.00	\$ 6,000.00	\$ 2,750.00	\$ 2,750.00
3121	Travel	Y		\$ 18,000.00	\$ 32,000.00	\$ 12,250.00	\$ 12,250.00
3210	Telephone			\$ 2,100.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
3250	Postage			\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3330	Natural Gas						
3421	Copy Machine Cost			\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
3511	Building Maintenance			\$ 13,000.00	\$ 13,400.00	\$ 10,050.00	\$ 10,050.00
3521	Office Machine Maintenance			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3522	Machine/Equipment Maintenance						
3700	Advertising		Special events	\$ 9,000.00	\$ 24,000.00	\$ 7,125.00	\$ 7,125.00
3702	Communications and Marketing		Jim Hinnant \$13K; PIO request \$20K consulting with PR Firm; Marketing Videos;	\$ 14,000.00	\$ 33,000.00	\$ 11,250.00	\$ 11,250.00
3703	Air Show Donation				\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
3911	Public Notices		Moved \$15K to Planning Legal Notices	\$ 18,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		City Manager - 1012					
Division:		~ - 1012					
Dept. Head-Tim Salmon							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/2020	Adopted 6/17/20
3914	Contract Services		Environcon (Fire Alarm Contract) \$2,700; Cummins (Generator) \$2,000; Piedmont Service Group \$26,500; Schindler Elevator \$5,200	\$ 38,000.00	\$ 52,000.00	\$ 37,450.00	\$ 37,450.00
3950	Education Reimbursement			\$ 1,100.00	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
3998	Codify Ordinances			\$ 4,000.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00
4404	TC Coley Expenses			\$ 6,000.00			
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,408.00	\$ 3,583.00	\$ 3,583.00	\$ 3,583.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00
4911	Subscriptions	Y		\$ 200.00	\$ 300.00	\$ 300.00	\$ 300.00
4912	Fees & Dues	Y		\$ 4,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
4989	Union Station			\$ 194,000.00	\$ -	\$ -	\$ -
9561	Office Supplies			\$ 250.00	\$ 275.00	\$ 275.00	\$ 275.00
Total Operating Expenditures				\$ 343,330.00	\$ 228,230.00	\$ 132,205.00	\$ 132,205.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total City Manager-~ Budget				\$ 1,060,167.98	\$ 967,624.11	\$ 806,850.75	\$ 806,850.75

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Tim Salmon

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/2020	FY20-21 Adopted 6/17/20	Finance Notes
1		Apprasials, etc	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 5,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ 8,000.00</b>	

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

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund  
Dept #: City Manager - 1012  
Division: ~ - 1012  
Account: 4911 Subscriptions

Dept. Head-Tim Salmon

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/2020	FY20-21 Adopted 6/17/20	Finance Notes
1		News Argus	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
2		News & Observer		\$ 100.00	\$ 100.00	\$ 100.00	
3							
4							
5							
6							
7							
8							
9							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 200.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 11-General Fund				Dept. Head-Tim Salmon			
Dept #: City Manager - 1012							
Division: ~ - 1012							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/2020	FY20-21 Adopted 6/17/20	Finance Notes
1		IIMC, NC Association of Municipal Clerks (CC & DCC)		\$ 580.00	\$ 580.00	\$ 580.00	
2		Wayne County Chamber (Military Affairs Comm. CM, ACM, ATCM)		\$ 900.00	\$ 900.00	\$ 900.00	
3		NC City and County Managers Association (CM)		\$ 750.00	\$ 750.00	\$ 750.00	
4		NC3C (PIO)		\$ 50.00	\$ 50.00	\$ 50.00	
5		DGDC (ACM)		\$ 50.00	\$ 50.00	\$ 50.00	
6		Three Eagles Rotary (CM & ATCM)		\$ 920.00	\$ 920.00	\$ 920.00	
7		Association of Defense (CM)		\$ 250.00	\$ 250.00	\$ 250.00	
8		American Planning Association (ACM)		\$ 600.00	\$ 600.00	\$ 600.00	
9		IMCA (CM& ATCM)		\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	
10		ESTIMATED YEAR END	\$ 4,000.00				
11		NC3C					
12		ICMA					
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 4,000.00</b>	<b>\$ 6,000.00</b>	<b>\$ 6,000.00</b>	<b>\$ 6,000.00</b>	



## FISCAL YEAR 2020-2021 BUDGET

### DEPARTMENT/DIVISION: HUMAN RESOURCES

#### GOALS/MAJOR OBJECTIVES:

- A. **Racial & Cultural Harmony** - Provide Cultural Diversity & Sensitivity Training to all employees. This training is designed to improve employee relations and provide better customer service. Funds will be used to purchase an electronic learning training module to improve employee participation. **Actual-66%, Target-90%**. The 90% "Target" reflects that the City will make every effort to provide Cultural Diversity and Sensitivity Training to all employees. "Close to Target" is greater than 75%; "Needs Improvement" is anything less.
- B. **Workforce Representation** - focused on recruiting a diverse workforce. We continue to provide scholarships, tuition assistance, participate and sponsor career fairs, and increase recruiting efforts across the City. The City's workforce should broadly represent the diversity of the community we serve to better promote the city's vision, mission, goals and values. **Actual 34.3%, Target 59%**. The "Target" of 59% reflects the City diversity; "Close to Target" is considered  $\geq 45\%$ ; anything less "Needs improvement".

#### DEPARTMENT OVERVIEW:

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

#### SIGNIFICANT BUDGET ISSUES:

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

## FISCAL YEAR 2020-2021 BUDGET

### DEPARTMENT/DIVISION: HUMAN RESOURCES (SAFETY PROGRAM)

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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

## **FISCAL YEAR 2020-2021 BUDGET**

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

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

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

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

- A. Provide monthly wellness programs to ensure employees are receiving adequate medical information; provide lunch and learn with guest speakers.
- B. Provide effective and efficient services with pre-employment, health care clinics and health services to employees.
- C. Assess injured employees and provide first aid, as needed; refer injured employees in need of medical care to the appropriate medical provider.
- D. Documentation and maintenance of workers' compensation cases on First Report electronic program.
- E. Documentation and maintenance of Family Medical Leave Program.
- F. Consistently provide one-on-one confidential counseling for all City employees.
- F. Participate as a member of the Wellness Committee

#### **DIVISION OVERVIEW:**

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Bernadette Dove					
Dept #:		1016	Human Resources		~ = Division by Zero						
Division:		1016	~		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 325,334.61	\$ 347,534.85	\$ 347,534.85	\$ 326,011.34	\$ 345,063.96	-0.71%	\$ 345,063.96	-0.71%	\$ 345,063.96	-0.71%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ 8,307.02	\$ -	\$ -	\$ 552.54	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,852.92	\$ -	\$ -	\$ 1,650.70	\$ 2,065.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,096.30	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 895.43			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 24,923.78	\$ 26,642.02	\$ 26,642.02	\$ 25,278.25	\$ 26,725.20	0.31%	\$ 26,452.47	-0.71%	\$ 26,452.47	-0.71%
1821	NCLGERS-Retirement	\$ 26,712.22	\$ 31,347.79	\$ 31,347.79	\$ 33,539.11	\$ 35,458.92	13.11%	\$ 35,304.54	12.62%	\$ 35,304.54	12.62%
1822	401-K Retirement	\$ 12,025.76	\$ 13,901.11	\$ 13,901.11	\$ 13,217.38	\$ 13,973.96	0.52%	\$ 13,831.36	-0.50%	\$ 13,831.36	-0.50%
1830	Hospital Insurance	\$ 23,629.26	\$ 25,440.00	\$ 25,440.00	\$ 31,920.00	\$ 32,700.00	28.54%	\$ 32,700.00	28.54%	\$ 32,700.00	28.54%
1835	Group Term Life Insurance Coverage	\$ 207.70	\$ -	\$ -	\$ 190.80	\$ 190.80	*	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation				\$ -	\$ 164.00	*	\$ 164.00	*	\$ 164.00	*
1860	Worker's Compensation	\$ 1,159.00	\$ 1,217.00	\$ 1,217.00	\$ 1,217.00	\$ 1,254.00	3.04%	\$ 1,254.00	3.04%	\$ 1,254.00	3.04%
	Total Salaries & Benefits	\$ 426,887.67	\$ 446,802.77	\$ 446,802.77	\$ 435,797.12	\$ 459,815.83	2.91%	\$ 455,681.13	1.99%	\$ 455,681.13	1.99%
1932	Medical Exams	\$ 506.09	\$ 150.00	\$ 150.00	\$ 256.00	\$ 256.00	*	\$ 256.00	*	\$ 256.00	*
1991	Consultant Fees	\$ 14,250.37	\$ 43,500.00	\$ 43,500.00	\$ 43,500.00	\$ 11,500.00	-73.56%	\$ 11,500.00	-73.56%	\$ 11,500.00	-73.56%
2121	Uniforms	\$ 265.67	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2124	Shoes-Steel Toe	\$ 90.00	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
2203	Employee Appreciation	\$ 120.76	\$ 128.00	\$ 128.00	\$ 128.00	\$ 128.00	*	\$ 128.00	*	\$ 128.00	*
2323	Other Training	\$ 2,247.57	\$ 2,500.00	\$ 2,500.00	\$ 2,600.00	\$ 4,460.00	78.40%	\$ 1,850.00	-26.00%	\$ 1,850.00	-26.00%
2325	Employee Training	\$ 1,660.48	\$ 4,000.00	\$ 4,000.00	\$ 11,000.00	\$ 28,000.00	600.00%	\$ 28,000.00	600.00%	\$ 28,000.00	600.00%
2392	Health Maintenance Program	\$ 87,018.23	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00	0.00%	\$ 89,017.00	0.00%	\$ 89,017.00	0.00%
2393	Employee Assistance Program	\$ 5,925.24	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 222.83	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 1,500.00	-25.00%	\$ 1,500.00	-25.00%
2502	Vehicle Fuel	\$ 330.74	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 600.00	-40.00%	\$ 600.00	-40.00%
2601	Office Supplies	\$ 1,229.95	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 1,500.00	-25.00%	\$ 1,500.00	-25.00%
2993	Operational Supplies	\$ 3,691.64	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 2,250.00	-25.00%	\$ 2,250.00	-25.00%
3121	Travel	\$ 4,465.31	\$ 4,000.00	\$ 4,000.00	\$ 5,422.33	\$ 7,300.00	82.50%	\$ 2,800.00	-30.00%	\$ 2,800.00	-30.00%
3210	Telephone	\$ 1,612.05	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	0.00%	\$ 1,920.00	0.00%	\$ 1,920.00	0.00%
3250	Postage	\$ 117.92	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
3410	Printing	\$ 751.86	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 375.00	*	\$ 375.00	*
3421	Copy Machine Cost	\$ 2,972.30	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3423	Employee Apprec Day/Meeting Support	\$ 9,564.94	\$ 11,750.00	\$ 11,750.00	\$ 11,750.00	\$ 12,500.00	6.38%	\$ 12,500.00	6.38%	\$ 12,500.00	6.38%
3425	Health Fair	\$ -	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	\$ 2,000.00	5.26%	\$ 2,000.00	5.26%	\$ 2,000.00	5.26%
3701	Employment Advertisements	\$ 1,226.88	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	25.00%	\$ 1,500.00	-25.00%	\$ 1,500.00	-25.00%
4521	Auto Liability	\$ 881.00	\$ 925.00	\$ 925.00	\$ 534.00	\$ 896.00	-3.14%	\$ 896.00	-3.14%	\$ 896.00	-3.14%
4541	Employee Personal Liability	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	*	\$ 31.00	*	\$ 31.00	*
4911	Subscriptions	\$ 772.00	\$ 850.00	\$ 850.00	\$ 790.00	\$ 800.00	-5.88%	\$ 800.00	-5.88%	\$ 800.00	-5.88%
4912	Fees & Dues	\$ 65,325.23	\$ 33,985.00	\$ 33,985.00	\$ 34,066.00	\$ 38,082.28	12.06%	\$ 37,082.28	9.11%	\$ 37,082.28	9.11%
9561	Office Supplies	\$ 209.34	\$ 200.00	\$ 200.00	\$ 206.11	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
	Total Operating Expenditures	\$ 205,489.40	\$ 214,056.00	\$ 214,056.00	\$ 222,370.44	\$ 216,890.28	1.32%	\$ 205,505.28	-3.99%	\$ 205,505.28	-3.99%
					\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Bernadette Dove					
Dept #:		1016      Human Resources		~ = Division by Zero							
Division:		1016      ~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted    % Δ    Incr/(Decr)
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Human Resources~ Budget	\$ 632,377.07	\$ 660,858.77	\$ 660,858.77	\$ 658,167.56	\$ 676,706.11	2.40%	\$ 661,186.41	0.05%	\$ 661,186.41	0.05%

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

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Dept. Head-Bernadette Dove</b>		<b>Blue Font - Detail Schedule Requested</b>	
<b>Fund:</b>		<b>11-General Fund</b>				<b>Green Cell - Department Input</b>	
<b>Dept #:</b>		<b>Human Resources - 1016</b>					
<b>Division:</b>		<b>~ - 1016</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2392	Health Maintenance Program		Maintenance of the Wellness Program for all city personel, provide salary for Occupational Health Nurse, In-house Drug Testing and other health screens. Professional Development for Health Nurse. Educational Literature and training material for employees. Activity Incentives for health programs. Cost for maintenace of equipment.	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00	\$ 89,017.00
2393	Employee Assistance Program		Funds will be used to pay for contracted EAP services for all city employees.	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
2501	Vehicle Operation/Maintenance		Funds will be used for vehicle maintenance of the safety car and one pool car (used by all employees).	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00
2502	Vehicle Fuel		Funds will be used for the cost of fuel for safety vechile and pool car.	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 600.00
2601	Office Supplies		Funds will be used to purchase office supplies and small office equipment for the department.	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00
2993	Operational Supplies		Funds will be used Operational Supplies for Department.	\$ 3,000.00	\$ 3,000.00	\$ 2,250.00	\$ 2,250.00
3121	Travel		Funds will be used for travel expenditures for department staff to attend professional workshops and conferences. Expenses covered will include, lodging and meals.	\$ 5,422.33	\$ 7,300.00	\$ 2,800.00	\$ 2,800.00
3210	Telephone		Funds will be used for Cell phone & IPAD expenses for Safety Coordinator.	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00
3250	Postage		Funds will be used for cost associated with certified mail, returns and other departmental correspondence.	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
3410	Printing		Funds used to prinit various materials and documents to include certified mail, returns and other departmental correspondence.	\$ 500.00	\$ 500.00	\$ 375.00	\$ 375.00
3421	Copy Machine Cost		Funds will be used for the cost of reproducing copies of letters, memos, performance evaluations, faxes and scans.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3423	Employee Apprec Day/Meeting Support		Funds will be used to cover the cost of supplies, materials and awards for Employee Appreciation, Years of Service, Administration Assistant Day and Retirement s.	\$ 11,750.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
3425	Health Fair		Funds will be used to cover cost of annual employee health fair (materials, supplies, food and entertainment).	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3701	Employment Advertisements		Cover cost for advertisment with professional organizations, NCLM and other sorces identified by hiring deoartments.	\$ 2,000.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00



<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Human Resources - 1016</b>					
<b>Division:</b>		<b>~ - 1016</b>					
		<b>Dept. Head-Bernadette Dove</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4521	Auto Liability		Provided by Finance	\$ 534.00	\$ 896.00	\$ 896.00	\$ 896.00
4541	Employee Personal Liability		Provided by Finance	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00
4911	Subscriptions	Y	Funds will be used to cover cost of professional periodicals, resource materials and publications related to HR/Employment Law.	\$ 790.00	\$ 800.00	\$ 800.00	\$ 800.00
4912	Fees & Dues	Y	Funds will be used to cover cost of NeoGov annual fees, career fairs and other recruitment events, memberships in professional organizations (IPMA, OPMA, SHRM, PRIMA, and NC Safety Officials Association)	\$ 34,066.00	\$ 38,082.28	\$ 37,082.28	\$ 37,082.28
9561	Office Supplies		Funds will be used to purchase interoffice supplies via Finance Department.	\$ 206.11	\$ 250.00	\$ 250.00	\$ 250.00
<b>Total Operating Expenditures</b>				<b>\$ 222,370.44</b>	<b>\$ 216,890.28</b>	<b>\$ 205,505.28</b>	<b>\$ 205,505.28</b>
				\$ -	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
				\$ -	\$ -	\$ -	\$ -
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Human Resources~ Budget</b>				<b>\$ 658,167.56</b>	<b>\$ 676,706.11</b>	<b>\$ 661,186.41</b>	<b>\$ 661,186.41</b>

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Bernadette Dove</b>			
<b>Dept #: Human Resources - 1016</b>							
<b>Division: ~ - 1016</b>							
<b>Account: 1991 Consultant Fees</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Pay & Classification Study - Evergreen Solutions	\$ 32,500.00	\$ -	\$ -	\$ -	
2		Personnel Policy Update Update - Piedmont Traid COG	\$ 2,500.00	\$ -	\$ -	\$ -	
3		Diversity & Sensitivity Training	\$ 4,000.00	\$ -	\$ -	\$ -	
4		Reasonable Suspicion - Safe - T-Works, Inc	\$ 1,200.00	\$ -	\$ -	\$ -	
5		Customer Service	\$ 3,300.00	\$ -	\$ -	\$ -	
6		Leadership Training - Emotional Intelligence	\$ -	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	
7		Background Checks	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 43,500.00</b>	<b>\$ 11,500.00</b>	<b>\$ 11,500.00</b>	<b>\$ 11,500.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	National Safety Conference/registration	\$ -	\$ 785.00	\$ -	\$ -	
2	NC Prima Safety/registration	\$ -	\$ 175.00	\$ -	\$ -	
3	NC Safety/NCALGESCO/registration	\$ -	\$ 150.00	\$ -	\$ -	
4	2 - NeoGov National Conference/registration	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
5	3 - Employment Law Update/registration	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
6	2 - IPMA NC State Conference/registration	\$ -	\$ 750.00	\$ -	\$ -	
7	Cut 30% of FY20 Adopt per CM/ACM			\$ (750.00)	\$ (750.00)	
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 2,600.00</b>	<b>\$ 4,460.00</b>	<b>\$ 1,850.00</b>	<b>\$ 1,850.00</b>	

**SUPPORTING SCHEDULE****Fiscal Year FY20-21**

**Fund:** 11-General Fund  
**Dept #:** Human Resources - 1016  
**Division:** ~ - 1016  
**Account:** 3121 Travel

**Dept. Head-Bernadette Dove**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	2 - IPMA NC State Conference	\$ -	\$ 610.00	\$ 610.00	\$ 610.00	
2	2 - NeoGov National Conference	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
3	1- NC Safety/NCALGESCO Conference	\$ 500.00	\$ 350.00	\$ 350.00	\$ 350.00	
4	2 - Community Relations Programs	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	
5	1- Records Rentention Workshop	\$ -	\$ -	\$ -	\$ -	
6	1- OMPA Annual Conference	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
7	1 - National Safety Conference	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8	1- NC PRIMA Safety	\$ 475.00	\$ 350.00	\$ 350.00	\$ 350.00	
9	Misc.	\$ 1,957.33	\$ 2,000.00	\$ 100.00	\$ 100.00	
10	Cut Travel per BD			\$ (1,400.00)	\$ (1,400.00)	
11	Cut 30% of FY20 Adopt per CM/ACM			\$ (1,200.00)	\$ (1,200.00)	
12						
	<b>Total - 3121 Travel</b>	<b>\$ 5,422.33</b>	<b>\$ 7,300.00</b>	<b>\$ 2,800.00</b>	<b>\$ 2,800.00</b>	

<b>SUPPORTING SCHEDULE</b>			<b>Fiscal Year FY20-21</b>				
<b>Fund:</b> 11-General Fund			<b>Dept. Head-Bernadette Dove</b>				
<b>Dept #:</b> Human Resources - 1016							
<b>Division:</b> ~ - 1016							
<b>Account:</b> 4911 Subscriptions							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Supervisors Legal Update	\$ 285.00	\$ 295.00	\$ 295.00	\$ 295.00	
2		HR News Letter	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
3		Safety Update	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 790.00</b>	<b>\$ 800.00</b>	<b>\$ 800.00</b>	<b>\$ 800.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Bernadette Dove</b>			
<b>Dept #: Human Resources - 1016</b>							
<b>Division: ~ - 1016</b>							
<b>Account: 4912 Fees &amp; Dues</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		1 - NC Associaton of Safety Officials	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
2		3 - IPMA Dues	\$ 298.00	\$ 447.00	\$ 447.00	\$ 447.00	
3		1- OPMA Dues	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
4		2 - SHRM - Dues	\$ 418.00	\$ 418.00	\$ 418.00	\$ 418.00	
5		1 - WCHR Association Dues	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
6		NeoGov	\$ 33,000.00	\$ 35,867.28	\$ 35,867.28	\$ 35,867.28	
7		Career Fairs/Recruitment Events	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8		Cut per BD			\$ (1,000.00)	\$ (1,000.00)	
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 34,066.00</b>	<b>\$ 38,082.28</b>	<b>\$ 37,082.28</b>	<b>\$ 37,082.28</b>	

## **FISCAL YEAR 2020-2021 BUDGET**

### **DEPARTMENT/DIVISION: COMMUNITY RELATIONS**

#### **DEPARTMENT OVERVIEW:**

The Community Relations Department engages State and local units of government, private and public organizations, civil and human rights groups, local community leaders, and citizens of Goldsboro in deep and diverse ways. The Department is the City's arbitrator, investigator, and/or compliance officer in some case for community conflicts and tensions arising from differences of race, color, national origin, gender, gender identity, sexual orientation, religion, employment, housing, federal laws, and disability. The Community Relations Department is committed to assisting the citizens of Goldsboro to develop mechanisms and community capacity to link the underlying interests of the community to ensure racial and cultural harmony.

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

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

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

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

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





EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:	11-General Fund		Dept. Head	Shycole Simpson-Carter							
Dept #:	1017	Community Relations	~ = Division by Zero								
Division:	1017	Community Relations	* = Change < \$500								
			Purple Cell-Finance Input								
							FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY19-20 MGR SUB % Δ Incr/(Decr)		FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
	Object of Expenditure	FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request				FY20-21 Adopted 6/17/20	
1210	Salaries & Wages Regular	\$ 86,672.54	\$ 89,453.31	\$ 89,453.31	\$ 92,552.29	\$ 89,898.93	0.50%	\$ 89,898.93	0.50%	\$ 89,898.93	0.50%
1222	Summer Youth Program	\$ 40,831.16	\$ 20,264.00	\$ 20,264.00	\$ 33,886.00	\$ 39,150.00	93.20%	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,389.69	\$ -	\$ -	\$ 825.33	\$ 748.50	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 634.70	\$ -	\$ -	\$ 398.13	\$ 450.00	*	\$ -	*	\$ -	*
1810	Social Security	\$ 9,772.45	\$ 9,761.79	\$ 9,761.79	\$ 9,766.12	\$ 9,963.93	2.07%	\$ 6,877.27	-29.55%	\$ 6,877.27	-29.55%
1821	NCLGERS-Retirement	\$ 7,176.93	\$ 8,068.63	\$ 8,068.63	\$ 12,957.67	\$ 13,220.11	63.85%	\$ 9,178.68	13.76%	\$ 9,178.68	13.76%
1822	401-K Retirement	\$ 6,112.14	\$ 6,855.65	\$ 6,855.65	\$ 5,106.47	\$ 5,209.90	-24.01%	\$ 3,595.96	-47.55%	\$ 3,595.96	-47.55%
1830	Hospital Insurance	\$ 9,549.14	\$ 9,540.00	\$ 9,540.00	\$ 7,821.04	\$ 9,810.00	2.83%	\$ 9,810.00	2.83%	\$ 9,810.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 81.82	\$ -	\$ -	\$ 25.63	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*
1860	Worker's Compensation	\$ 679.00	\$ 713.00	\$ 713.00	\$ 713.00	\$ 734.00	2.95%	\$ 734.00	2.95%	\$ 734.00	2.95%
1899	Less: Reimbursed by Grants	\$ (9,861.80)	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 153,037.77	\$ 144,656.38	\$ 144,656.38	\$ 164,051.68	\$ 169,299.85	17.04%	\$ 120,209.32	-16.90%	\$ 120,209.32	-16.90%
1215	Disp/Legal Services-Admin	\$ 510.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1932	Medical Exams	\$ -			\$ -	\$ 608.00	~	\$ -	*	\$ -	*
2201	Comm/Empl Awards & Functions	\$ 32,267.62	\$ 7,000.00	\$ 7,000.00	\$ 24,406.31	\$ 15,000.00	114.29%	\$ 11,000.00	57.14%	\$ 11,000.00	57.14%
2202	Luncheon/Dinner Meetings	\$ 538.92	\$ 500.00	\$ 500.00	\$ 375.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
2203	Employee Appreciation	\$ -	\$ 48.00	\$ 48.00	\$ 48.00	\$ 48.00	*	\$ 48.00	*	\$ 48.00	*
2323	Other Training	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 8,197.28	309.86%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
2601	Office Supplies	\$ 1,739.30	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 2,000.00	-20.00%	\$ 1,375.00	-45.00%	\$ 1,375.00	-45.00%
2985	Meals & Nutrition Supplies	\$ 3,073.00	\$ 14,250.00	\$ 14,250.00	\$ 14,184.00	\$ 14,000.00	-1.75%	\$ 14,000.00	-1.75%	\$ 14,000.00	-1.75%
2993	Operational Supplies	\$ 1,520.77	\$ 1,800.00	\$ 1,800.00	\$ 2,543.18	\$ 2,500.00	38.89%	\$ 1,350.00	-25.00%	\$ 1,350.00	-25.00%
3121	Travel	\$ 3,486.28	\$ 8,000.00	\$ 8,000.00	\$ 2,527.53	\$ 2,652.31	-66.85%	\$ 2,652.31	-66.85%	\$ 2,652.31	-66.85%
3210	Telephone	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3250	Postage	\$ 462.49	\$ 500.00	\$ 500.00	\$ 350.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
3421	Copy Machine Cost	\$ 3,215.40	\$ 1,300.00	\$ 1,300.00	\$ 967.15	\$ 1,084.00	-16.62%	\$ 1,084.00	-16.62%	\$ 1,084.00	-16.62%
3521	Office Machine Maintenance	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,378.84	125.26%	\$ 3,378.84	125.26%	\$ 3,378.84	125.26%
3700	Advertising	\$ 1,962.04	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,800.00	-28.00%	\$ 1,175.00	-53.00%	\$ 1,175.00	-53.00%
3702	Communications and Marketing		\$ -	\$ -	\$ 900.00	\$ 1,600.00	~	\$ 1,600.00	~	\$ 1,600.00	~
3914	Contract Services	\$ 7,510.99			\$ -	\$ -	*	\$ -	*	\$ -	*
4541	Employee Personal Liability	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	*	\$ 13.00	*	\$ 13.00	*
4912	Fees & Dues	\$ 207.00	\$ 275.00	\$ 275.00	\$ 162.01	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ 305.42	\$ 250.00	\$ 250.00	\$ 1,478.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 56,812.23	\$ 42,436.00	\$ 42,436.00	\$ 54,954.18	\$ 53,981.43	27.21%	\$ 40,776.15	-3.91%	\$ 40,776.15	-3.91%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Community Relations-Community Relations	\$ 209,850.00	\$ 187,092.38	\$ 187,092.38	\$ 219,005.86	\$ 223,281.28	19.34%	\$ 160,985.47	-13.95%	\$ 160,985.47	-13.95%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Dept. Head-Shycole Simpson-Carter		Green Cell - Department Input	
Dept #:		Community Relations - 1017					
Division:		Community Relations - 1017					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		2 FTE (50% of Director's salary & 100% of CR Specialist salary)	\$ 92,552.29	\$ 89,898.93	\$ 89,898.93	\$ 89,898.93
1222	Summer Youth Program		45 PTE X \$870 salary per youth employee worked for six weeks within one of two designated track sessions for sixteen (16) hours per week.	\$ 33,886.00	\$ 39,150.00	\$ -	\$ -
1275	Salaries & Wages Bonus		2 FTE (50% of Director's bonus & 100% of CR Specialist bonus)	\$ 825.33	\$ 748.50	\$ -	\$ -
1278	Wellness Earnings		2 FTE X \$25 per employee per month (50% of Director's \$150 WE & 100% of CR Specialist \$300 WE)	\$ 398.13	\$ 450.00	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 9,766.12	\$ 9,963.93	\$ 6,877.27	\$ 6,877.27
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 12,957.67	\$ 13,220.11	\$ 9,178.68	\$ 9,178.68
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 5,106.47	\$ 5,209.90	\$ 3,595.96	\$ 3,595.96
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 7,821.04	\$ 9,810.00	\$ 9,810.00	\$ 9,810.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 25.63	\$ 114.48	\$ 114.48	\$ 114.48
1860	Worker's Compensation		Provided by Finance	\$ 713.00	\$ 734.00	\$ 734.00	\$ 734.00
1899	Less: Reimbursed by Grants					\$ -	\$ -
Total Salaries & Benefits				\$ 164,051.68	\$ 169,299.85	\$ 120,209.32	\$ 120,209.32
1215	Disp/Legal Services-Admin		Please Use Acct #3700			\$ -	\$ -
1932	Medical Exams		Random drug testing (2FTE X \$79) and TB skin tests for summer youth employees (15 PTE X \$30 per youth employee)	\$ -	\$ 608.00	\$ -	\$ -
2201	Comm/Empl Awards & Functions		To offset any overage cost for City sponsor annual events and special awards (i.e., Martin Luther King, Jr. Holiday; Interfaith Breakfast; Human Relations Award Banquet; and Community Engagements to name a few)	\$ 24,406.31	\$ 15,000.00	\$ 11,000.00	\$ 11,000.00
2202	Luncheon/Dinner Meetings		Staff to attend robust community engagements (City sponsor and Community/Other Agencies Events) that foster racial and culture harmony, and civic engagement	\$ 375.00	\$ 500.00	\$ 500.00	\$ 500.00
2203	Employee Appreciation		2FTE X \$16 per employee for annual Christmas party allowance (CDBG funds can not be used for this purpose. Therefore, cost associated to CD Specialist has been added to totals.	\$ 48.00	\$ 48.00	\$ 48.00	\$ 48.00

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

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2323	Other Training	Y	As part of the Summer Youth Program 50 PTE youth participated in soft skills trainings and excursions for four hours per week on Wednesdays in both 6 wks tracks (FY19 cost charged to the City by Literacy Connection \$4,097.28 and meals were \$896.31), this line-item also support the registration fee for Mayor's Youth Council (MYC) to attend at least (3) weekend State Mini Leadership Conference @ \$200 fee X no more than 5 MYC and the Annual Spring Youth Council Convention @ \$275 fee X no more than 4 MYC	\$ 2,000.00	\$ 8,197.28	\$ 2,000.00	\$ 2,000.00
2601	Office Supplies		To purchase material and supplies needed for the day-to-day operations of the Department (i.e., toner, ink, pens, and/or various paper types/weights to name a few)	\$ 1,000.00	\$ 2,000.00	\$ 1,375.00	\$ 1,375.00
2985	Meals & Nutrition Supplies		Funding for agencies providing summer feeding programs	\$ 14,184.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
2993	Operational Supplies		To purchase supplies and minor equipment necessary for day-to-day operations of the Department (i.e., keyboards, monitors, and/or chairs to name a few)	\$ 2,543.18	\$ 2,500.00	\$ 1,350.00	\$ 1,350.00
3121	Travel	Y	Meals, lodging, per diem, or travel associated to line-item 2323	\$ 2,527.53	\$ 2,652.31	\$ 2,652.31	\$ 2,652.31
3210	Telephone						
3250	Postage		Mailing and shipping cost for various letters, brochure, equipment	\$ 350.00	\$ 300.00	\$ 300.00	\$ 300.00
3421	Copy Machine Cost		Rental cost and overage charges associated copier equipment	\$ 967.15	\$ 1,084.00	\$ 1,084.00	\$ 1,084.00
3521	Office Machine Maintenance		Cost and repair associated with printers and computers	\$ 1,500.00	\$ 3,378.84	\$ 3,378.84	\$ 3,378.84
3700	Advertising		Goldsboro News Argus' legal and non-legal print advertising department related events and programs offered	\$ 2,500.00	\$ 1,800.00	\$ 1,175.00	\$ 1,175.00
3702	Communications and Marketing		Curtis Media Group's online and radio marketing of City events facilitated by the Department	\$ 900.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
3914	Contract Services	Y		\$ -	\$ -	\$ -	\$ -
4541	Employee Personal Liability		Provided by Finance	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00
4912	Fees & Dues	Y	Renewal subscription to local publication	\$ 162.01	\$ -	\$ -	\$ -
9561	Office Supplies		To purchase in-house supplies (i.e., City envelopes, pens, and pens to name a few)	\$ 1,478.00	\$ 300.00	\$ 300.00	\$ 300.00
<b>Total Operating Expenditures</b>				<b>\$ 54,954.18</b>	<b>\$ 53,981.43</b>	<b>\$ 40,776.15</b>	<b>\$ 40,776.15</b>
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Community Relations - 1017					
Division:		Community Relations - 1017					
Dept. Head-Shycole Simpson-Carter							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Community Relations-Community Relatic			\$ 219,005.86	\$ 223,281.28	\$ 160,985.47	\$ 160,985.47

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Shycole Simpson-Carter</b>			
<b>Dept #: Community Relations - 1017</b>							
<b>Division: Community Relations - 1017</b>							
<b>Account: 2323 Other Training</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		State Mini Leadership Conference (Location TBD by State office) @ \$200 fee X no more than 5 MYC	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2		State Mini Leadership Conference (Location TBD by State office) @ \$200 fee X no more than 5 MYC	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
3		State Mini Leadership Conference (Location TBD by State office) @ \$200 fee X no more than 5 MYC	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4		Annual Spring Youth Council Convention @ \$275 fee X no more than 4 MYC	\$ -	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
5		As part of the Summer Youth Program 50 PTE youth employees participated in soft skills trainings and excursions for four hours per week on Wednesdays in both 6 wks tracks (FY19 cost charged to the City by Literacy Connection \$4,097.28 ) this included Personnel, Materials & Supplies, Curriculum, Data Management and Equipment Rental & Maintenance 25% of the cost	\$ -	\$ 4,097.28	\$ -	\$ -	
6		GYC - 2019 Mini-Grant Conference in Rocky Mount, NC & 2019 Service Learning Day in Wilson, NC and FY19 SYEI	\$ 2,000.00				
7		Cut per CM/ACM			\$ (2,100.00)	\$ (2,100.00)	
8							
9							
10							
		<b>Total - 2323 Other Training</b>	<b>\$ 2,000.00</b>	<b>\$ 8,197.28</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	

**SUPPORTING SCHEDULE**

**Fund:** 11-General Fund  
**Dept #:** Community Relations - 1017  
**Division:** Community Relations - 1017  
**Account:** 3121 Travel

**Fiscal Year FY20-21****Dept. Head-Shycole Simpson-Carter**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	State Mini Leadership Conference (Location TBD by State office) @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00	\$ 439.00	
2	State Mini Leadership Conference (Location TBD by State office) @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00	\$ 439.00	
3	State Mini Leadership Conference (Location TBD by State office) @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00	\$ 439.00	
4	Annual Spring Youth Council Convention @ \$51 per diem X no more than 5 MYC + van rental of \$184	\$ -	\$ 439.00	\$ 439.00	\$ 439.00	
5	As part of the Summer Youth Program 50 PTE youth participated in soft skills trainings and excursions for four hours per week on Wednesdays in both 6 wks tracks (FY19 the program provided meals during Wednesdays' soft skills trainings and excursion for each 50 PTE youth = 896.31)	\$ -	\$ 896.31	\$ 896.31	\$ 896.31	
6	GYC - 2019 Mini-Grant Conference in Rocky Mount, NC & 2019 Service Learning Day in	\$ 2,527.53				
7						
8						
9						
10						
<b>Total - 3121 Travel</b>		<b>\$ 2,527.53</b>	<b>\$ 2,652.31</b>	<b>\$ 2,652.31</b>	<b>\$ 2,652.31</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund:</b> 11-General Fund				<b>Dept. Head-Shycole Simpson-Carter</b>			
<b>Dept #:</b> Community Relations - 1017							
<b>Division:</b> Community Relations - 1017							
<b>Account:</b> 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Goldsboro News Argus Subscription (Yearly) - will cover out of CDBG funds FY20	\$ 162.01	\$ -	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 162.01</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	





## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: GENERAL GOV/PARAMOUNT THEATRE

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

- Increase efficacy of our programming through increased ticket sales, rentals and strategic facility use.
- Enhance revenue-producing box office service to renters.
- Develop mission-specific community relationships to increase youth attendance, and diversity both on stage and in the audience.
- Facility maintenance, repairs, and improvements to maintain high profile and preserve City investment.
- Incorporate grant-funded residency workshops for community engagement in music, theatre, and dance.

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Adam Twiss					
Dept #:		1018	Paramount		~ = Division by Zero						
Division:		1018	~		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 105,066.77	\$ 123,789.41	\$ 123,789.41	\$ 121,629.69	\$ 133,012.40	7.45%	\$ 133,012.40	7.45%	\$ 133,012.40	7.45%
1220	Salaries & Wages Overtime	\$ 1,204.05	\$ -	\$ -	\$ 2,240.71	\$ 1,000.00	~	\$ 1,000.00	~	\$ 1,000.00	~
1224	Cell Phone Stipend	\$ 526.11	\$ 720.00	\$ 720.00	\$ 692.25	\$ 700.00	-2.78%	\$ 700.00	-2.78%	\$ 700.00	-2.78%
1260	Salaries & Wages Part-Time	\$ 107,778.54	\$ 103,875.13	\$ 103,875.13	\$ 103,437.96	\$ 84,353.44	-18.79%	\$ 64,353.44	-38.05%	\$ 64,353.44	-38.05%
1275	Salaries & Wages Bonus	\$ 926.46	\$ -	\$ -	\$ 1,069.02	\$ 826.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 323.12	\$ -	\$ -	\$ 577.00	\$ 600.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 6,223.60			\$ 3,773.18	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 17,017.74	\$ 17,573.56	\$ 17,573.56	\$ 17,856.62	\$ 16,867.63	-4.02%	\$ 15,228.54	-13.34%	\$ 15,228.54	-13.34%
1821	NCLGERS-Retirement	\$ 9,132.44	\$ 12,607.94	\$ 12,607.94	\$ 13,193.16	\$ 13,818.05	9.60%	\$ 13,754.14	9.09%	\$ 13,754.14	9.09%
1822	401-K Retirement	\$ 4,055.83	\$ 5,590.90	\$ 5,590.90	\$ 5,199.27	\$ 5,445.54	-2.60%	\$ 5,388.50	-3.62%	\$ 5,388.50	-3.62%
1830	Hospital Insurance	\$ 11,395.71	\$ 12,720.00	\$ 12,720.00	\$ 13,080.00	\$ 13,080.00	2.83%	\$ 13,080.00	2.83%	\$ 13,080.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 75.59	\$ -	\$ -	\$ 76.32	\$ 76.32	*	\$ 76.32	*	\$ 76.32	*
1850	Unemployment Compensation	\$ 500.00	\$ 500.00	\$ 500.00	\$ 450.59	\$ 108.00	*	\$ 108.00	*	\$ 108.00	*
1860	Worker's Compensation	\$ 188.00	\$ 197.00	\$ 197.00	\$ 203.00	\$ 203.00	*	\$ 203.00	*	\$ 203.00	*
	Total Salaries & Benefits	\$ 264,413.96	\$ 277,573.94	\$ 277,573.94	\$ 283,478.77	\$ 270,090.37	-2.70%	\$ 246,904.33	-11.05%	\$ 246,904.33	-11.05%
1915	Bank Fees	\$ 721.95	\$ 1,000.00	\$ 1,000.00	\$ 675.25	\$ 680.00	-32.00%	\$ 680.00	-32.00%	\$ 680.00	-32.00%
1932	Medical Exams	\$ 97.00			\$ -	\$ -	*	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 5,324.11	\$ 5,600.00	\$ 5,600.00	\$ 5,345.28	\$ 5,600.00	0.00%	\$ 5,600.00	0.00%	\$ 5,600.00	0.00%
2121	Uniforms	\$ 418.68	\$ 750.00	\$ 750.00	\$ 400.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
2203	Employee Appreciation	\$ 19.19	\$ 32.00	\$ 32.00	\$ 32.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
2391	First Aid		\$ -	\$ -	\$ 1,519.00	\$ -	*	\$ -	*	\$ -	*
2601	Office Supplies	\$ 410.03	\$ 1,200.00	\$ 1,200.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2923	Merchandise for Resale-PARAMOUNT				\$ -	\$ -	*	\$ -	*	\$ -	*
2926	Food & Beverage Resale-PARAMOUNT		\$ -	\$ -	\$ 1,679.36	\$ 4,030.46	~	\$ 2,030.46	~	\$ 2,030.46	~
2929	Alcohol for Resale-PARAMOUNT		\$ -	\$ -	\$ 1,783.95	\$ 4,500.00	~	\$ 2,250.00	~	\$ 2,250.00	~
2932	Food & Beverage Commission				\$ 1,783.95	\$ 4,500.00	~	\$ 2,250.00	~	\$ 2,250.00	~
2993	Operational Supplies	\$ 10,376.21	\$ 7,100.00	\$ 7,100.00	\$ -	\$ 850.00	-88.03%	\$ 850.00	-88.03%	\$ 850.00	-88.03%
3121	Travel	\$ 3,417.85	\$ 3,080.00	\$ 3,080.00	\$ 3,671.34	\$ 3,400.00	10.39%	\$ 900.00	-70.78%	\$ 900.00	-70.78%
3250	Postage	\$ 232.37	\$ 500.00	\$ 500.00	\$ 120.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
3310	Electricity	\$ 51,660.11	\$ 45,000.00	\$ 45,000.00	\$ 54,453.02	\$ 54,500.00	21.11%	\$ 33,750.00	-25.00%	\$ 33,750.00	-25.00%
3330	Natural Gas	\$ 7,676.51	\$ 5,000.00	\$ 5,000.00	\$ 2,792.37	\$ 2,800.00	-44.00%	\$ 1,550.00	-69.00%	\$ 1,550.00	-69.00%
3410	Printing	\$ 3,758.97	\$ 8,000.00	\$ 8,000.00	\$ 6,984.22	\$ 6,910.00	-13.63%	\$ 2,410.00	-69.88%	\$ 2,410.00	-69.88%
3421	Copy Machine Cost		\$ -	\$ -	\$ 685.08	\$ 700.00	~	\$ 700.00	~	\$ 700.00	~
3511	Building Maintenance	\$ 82,897.20	\$ 21,050.00	\$ 21,050.00	\$ 34,940.01	\$ 69,800.00	231.59%	\$ 29,350.00	39.43%	\$ 29,350.00	39.43%
3700	Advertising	\$ 18,134.44	\$ 13,600.00	\$ 13,600.00	\$ 12,763.79	\$ 14,700.00	8.09%	\$ 8,800.00	-35.29%	\$ 8,800.00	-35.29%
3813	Paramount Ticket Payments	\$ 299,268.91			\$ 254,900.66	\$ 300,000.00	~	\$ 200,000.00	~	\$ 200,000.00	~
3950	Education Reimbursement	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 4,065.72	\$ 4,269.00	\$ 4,269.00	\$ 4,774.00	\$ 4,774.00	11.83%	\$ 4,774.00	11.83%	\$ 4,774.00	11.83%
4541	Employee Personal Liability	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	*	\$ 6.00	*	\$ 6.00	*
4911	Subscriptions	\$ 162.00	\$ 162.00	\$ 162.00	\$ -	\$ 152.00	*	\$ 152.00	*	\$ 152.00	*
4912	Fees & Dues	\$ 1,149.60	\$ 2,710.00	\$ 2,710.00	\$ 1,761.96	\$ 1,615.00	-40.41%	\$ 1,615.00	-40.41%	\$ 1,615.00	-40.41%
4924	Performance Series	\$ 56,240.36	\$ 61,150.00	\$ 61,150.00	\$ 61,218.80	\$ 58,530.00	-4.28%	\$ 58,530.00	-4.28%	\$ 58,530.00	-4.28%

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Adam Twiss					
Dept #:		1018      Paramount		~ = Division by Zero							
Division:		1018      ~		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
4933	Utility Refund	\$        -			\$        -	\$        -	*	\$        -	*	\$        -	*
4990	Equipment Expense	\$        -			\$        -	\$        -	*	\$        -	*	\$        -	*
9561	Office Supplies	\$     28.10	\$    200.00	\$    200.00	\$    99.60	\$   100.00	*	\$   100.00	*	\$   100.00	*
	<b>Total Operating Expenditures</b>	<b>\$   546,065.31</b>	<b>\$   180,409.00</b>	<b>\$   180,409.00</b>	<b>\$   461,174.63</b>	<b>\$   543,757.46</b>	<b>201.40%</b>	<b>\$   359,632.46</b>	<b>99.34%</b>	<b>\$   359,632.46</b>	<b>99.34%</b>
					\$        -	\$        -	*	\$        -	*	\$        -	*
	<b>Total Capital Outlay</b>	<b>\$        -</b>	<b>\$        -</b>	<b>\$        -</b>	<b>\$        -</b>	<b>\$        -</b>	<b>*</b>	<b>\$        -</b>	<b>*</b>	<b>\$        -</b>	<b>*</b>
					\$        -	\$        -	*	\$        -	*	\$        -	*
	<b>Total Debt Service</b>	<b>\$        -</b>	<b>\$        -</b>	<b>\$        -</b>	<b>\$        -</b>	<b>\$        -</b>	<b>*</b>	<b>\$        -</b>	<b>*</b>	<b>\$        -</b>	<b>*</b>
	<b>Total Paramount-~ Budget</b>	<b>\$   810,479.27</b>	<b>\$   457,982.94</b>	<b>\$   457,982.94</b>	<b>\$   744,653.40</b>	<b>\$   813,847.83</b>	<b>77.70%</b>	<b>\$   606,536.79</b>	<b>32.44%</b>	<b>\$   606,536.79</b>	<b>32.44%</b>

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

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>		<b>Green Cell - Department Input</b>	
<b>Fund:</b>		<b>11-General Fund</b>		<b>Dept. Head-Adam Twiss</b>			
<b>Dept #:</b>		<b>Paramount - 1018</b>					
<b>Division:</b>		<b>~ - 1018</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2993	Operational Supplies		Movie licenses (\$3500); Physical blu-rays/DVDs (\$100); Square Service Fees (12 @ \$5=\$60); Ticket Stock (\$600); Piano Tuning (6 @ \$125 = \$750); Movie Night Door prizes (\$200); Misc. Lobby, decoration, front of house (\$1500); Misc. Technical supplies (\$2500)	\$ 10,268.95	\$ 9,210.00	\$ 4,685.00	\$ 4,685.00
3121	Travel	Y	See Schedule; per Adam due to covid 19 issues this can be reduced to about \$1,000 most have been cancelled or going online. Cfg 4/29/2020 10:50 AM	\$ 3,671.34	\$ 3,400.00	\$ 900.00	\$ 900.00
3250	Postage		Mailing tickets. Covered by fee through ticketing income.	\$ 120.00	\$ 150.00	\$ 150.00	\$ 150.00
3310	Electricity			\$ 54,453.02	\$ 54,500.00	\$ 33,750.00	\$ 33,750.00
3330	Natural Gas			\$ 2,792.37	\$ 2,800.00	\$ 1,550.00	\$ 1,550.00
3410	Printing		Series Brochures (\$1500); Series Programs (\$4,500); Window posters (20@ \$18=\$360); banners (11 @ \$50= \$550)	\$ 6,984.22	\$ 6,910.00	\$ 2,410.00	\$ 2,410.00
3421	Copy Machine Cost			\$ 685.08	\$ 700.00	\$ 700.00	\$ 700.00
3511	Building Maintenance		HVAC Maintenance Contract (\$20,000); Elevator Maintenance (\$2,800); Sprinkler/Backflow Inspection (\$375); Elevator Inspection (\$175); Rigging Inspection (\$3,000); Fire Alarm Monitoring (\$300); Light Bulbs/Batteries (\$1000); Misc. Building Maintenance inc. paint, tools, etc. (\$4,000); 15x15 tent to help support chamber events (\$450); Carpet replacement in lobby and auditorium (\$38,000) (due to issues this year, per Adam remove the carpet \$38K)	\$ 34,940.01	\$ 69,800.00	\$ 29,350.00	\$ 29,350.00
3700	Advertising		The Buzz (\$2000); Go Magazine (\$1,000); Other Print (\$1,500); Curtis Media (\$2500); Other Radio (\$1,500); Center Street Jam Fans (\$1,500); SFAFB (\$1,200); Social Media Promotions (\$1000); Other Misc. Advertising TBD (\$2,500)	\$ 12,763.79	\$ 14,700.00	\$ 8,800.00	\$ 8,800.00
3813	Paramount Ticket Payments		Expenditures from January 2020 - previously in wash account. All funds covered by incoming ticketing revenue; GL # 8841, 8842	\$ 254,900.66	\$ 300,000.00	\$ 200,000.00	\$ 200,000.00
3950	Education Reimbursement			\$ -	\$ -	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 4,774.00	\$ 4,774.00	\$ 4,774.00	\$ 4,774.00
4541	Employee Personal Liability		Provided by Finance	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
4911	Subscriptions	Y	Goldsboro News Argus (In Fees & Dues, FY20)	\$ -	\$ 152.00	\$ 152.00	\$ 152.00
4912	Fees & Dues	Y	Music Licenses (ASCAP, BMI, SESAC)	\$ 1,761.96	\$ 1,615.00	\$ 1,615.00	\$ 1,615.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Paramount - 1018</b>					
<b>Division:</b>		<b>~ - 1018</b>					
		<b>Dept. Head-Adam Twiss</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4924	Performance Series		Good Morning Nags (\$2000+\$500 backline+\$250 hospo); Twin Kennedy (\$3500+100 hospo); Symphony (\$14,000+\$30 hospo); Yolanda Rabun (\$8000+\$100 backline + \$100 hospo); Jimmy Fortune (\$8,500 + \$500 hospo); The Joshua Show (\$4000+\$200 backline + \$150 hospo); Invertigo (\$5,000 + \$2,000 backline + \$1500 hospo); Black Box Dance (\$1500 backline + \$1500 hospo); Comedian TBD (\$5,000 + \$100 hospo); Per Adam - can be reduced by \$45K cfg 4/29/2020 10:49 AM	\$ 61,218.80	\$ 58,530.00	\$ 58,530.00	\$ 58,530.00
4933	Utility Refund						
4990	Equipment Expense			\$ -	\$ -	\$ -	\$ -
9561	Office Supplies		copy paper	\$ 99.60	\$ 100.00	\$ 100.00	\$ 100.00
<b>Total Operating Expenditures</b>				<b>\$ 461,174.63</b>	<b>\$ 543,757.46</b>	<b>\$ 359,632.46</b>	<b>\$ 359,632.46</b>
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>						<b>\$ -</b>	<b>\$ -</b>
<b>Total Paramount~ Budget</b>				<b>\$ 744,653.40</b>	<b>\$ 813,847.83</b>	<b>\$ 606,536.79</b>	<b>\$ 606,536.79</b>

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Adam Twiss			
Dept #:		Paramount - 1018					
Division:		~ - 1018					
Account:		3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		NC Presenters Consortium Summer Meeting - Adam Twiss (\$110 registration; \$110 mileage; \$330 hotel; \$50 meals	\$ 948.41	\$ 600.00	\$ -	\$ -	
2		NC Presenters Consortium Summer Meeting - Service Manager (\$110 registration; \$172 mileage; \$330 hotel; \$120 meals)	\$ 702.00	\$ 600.00	\$ -	\$ -	
3		Arts Market - Every other year - Adam Twiss (\$125 registration; \$419.86 hotel & meal reimbursement)	\$ 544.86	\$ -	\$ -	\$ -	
4		Arts Market - Every other year - Service Manager (\$599.02 hotel & meal reimbursement)	\$ 599.02	\$ -	\$ -	\$ -	
5		NC Presenters Consortium - Bull Chat - Adam Twiss (ArtsMarket off years) (\$60 regsitration; \$250 hotel; \$25 mileage; \$60 meals)	\$ -	\$ 390.00	\$ -	\$ -	
6		DGDC Annual Banquet - Adam Twiss	\$ -	\$ 35.00	\$ 35.00	\$ 35.00	
7		Local Meetings and Events (Chamber of Commerce, United Way, Community Afffairs, Arts Council of Wayne County)	\$ 125.00	\$ 150.00	\$ 150.00	\$ 150.00	
8		SouthArts - Performing Arts Exchange (no longer exists)	\$ 515.04	\$ -	\$ -	\$ -	
9		APAP or other showcasing conference - Adam Twiss - \$300 membership; \$900 Registration; \$1,025 Hotel (5 nights @ \$205); \$200 flight (shared expense with Paramount Theatre Foundation)	\$ -	\$ 1,250.00	\$ 340.00	\$ 340.00	
10		NC Presenters Consortium - Winter Meeting - Adam Twiss (\$125 registration; \$125 hotel; \$125 mileage	\$ 237.01	\$ 375.00	\$ 375.00	\$ 375.00	
11							
		<b>Total - 3121 Travel</b>	<b>\$ 3,671.34</b>	<b>\$ 3,400.00</b>	<b>\$ 900.00</b>	<b>\$ 900.00</b>	



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Goldsboro News Argus (In 4912 for FY20)	\$ -	\$ 152.00	\$ 152.00	\$ 152.00	
2						
3						
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 4911 Subscriptions</b>	<b>\$ -</b>	<b>\$ 152.00</b>	<b>\$ 152.00</b>	<b>\$ 152.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	ASCAP Music License	\$ 369.00	\$ 370.00	\$ 370.00	\$ 370.00	
2	BMI Music License	\$ 322.20	\$ 325.00	\$ 325.00	\$ 325.00	
3	SESAC Music License	\$ 919.00	\$ 920.00	\$ 920.00	\$ 920.00	
4	Goldsboro News Argus Subscription	\$ 151.76				
5						
6						
7						
8						
9						
10						
Total - 4912 Fees & Dues		\$ 1,761.96	\$ 1,615.00	\$ 1,615.00	\$ 1,615.00	

## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: GENERAL GOV/ EVENT CENTER

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Adam Twiss					
Dept #:		1020	Goldsboro Event Center		~ = Division by Zero						
Division:		1020	~		* = Change < \$500						
Purple Cell-Finance Input											
	Object of Expenditure	FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 38,616.08	\$ 39,347.40	\$ 39,347.40	\$ 39,309.22	\$ 39,500.00	0.39%	\$ 40,430.84	2.75%	\$ 40,430.84	2.75%
1260	Salaries & Wages Part-Time	\$ 20,719.03	\$ 26,500.00	\$ 26,500.00	\$ 20,333.53	\$ 30,096.00	13.57%	\$ 30,096.00	13.57%	\$ 30,096.00	13.57%
1275	Salaries & Wages Bonus	\$ 463.23	\$ -	\$ -	\$ 412.65	\$ 450.00	*	\$ -	*	\$ -	*
1810	Social Security	\$ 4,460.19	\$ 5,068.14	\$ 5,068.14	\$ 4,594.24	\$ 5,358.52	5.73%	\$ 5,395.30	6.46%	\$ 5,395.30	6.46%
1821	NCLGERS-Retirement	\$ 3,165.49	\$ 3,548.62	\$ 3,548.62	\$ 4,031.77	\$ 4,054.93	14.27%	\$ 4,127.99	16.33%	\$ 4,127.99	16.33%
1822	401-K Retirement	\$ 1,414.96	\$ 1,574.34	\$ 1,574.34	\$ 1,588.87	\$ 1,598.00	1.50%	\$ 1,617.23	2.72%	\$ 1,617.23	2.72%
1830	Hospital Insurance	\$ 6,346.15	\$ 6,360.00	\$ 6,360.00	\$ 6,540.00	\$ 6,540.00	2.83%	\$ 6,540.00	2.83%	\$ 6,540.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 44.13	\$ -	\$ -	\$ 38.16	\$ 38.16	*	\$ 38.16	*	\$ 38.16	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ 19.00	\$ 32.00	*	\$ 32.00	*	\$ 32.00	*
1860	Worker's Compensation	\$ 93.00	\$ 98.00	\$ 98.00	\$ 101.00	\$ 101.00	*	\$ 101.00	*	\$ 101.00	*
	Total Salaries & Benefits	\$ 75,322.26	\$ 82,496.50	\$ 82,496.50	\$ 76,968.44	\$ 87,768.60	6.39%	\$ 88,378.53	7.13%	\$ 88,378.53	7.13%
1915	Bank Fees	\$ 6.49	\$ -	\$ -	\$ 797.19	\$ 800.00	~	\$ 800.00	~	\$ 800.00	~
2111	Cleaning Supplies	\$ 2,103.48	\$ 2,485.00	\$ 2,485.00	\$ 2,397.08	\$ 2,000.00	-19.52%	\$ 2,000.00	-19.52%	\$ 2,000.00	-19.52%
2121	Uniforms	\$ 253.66	\$ 700.00	\$ 700.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2203	Employee Appreciation	\$ 69.90	\$ 16.00	\$ 16.00	\$ 16.00	\$ 20.00	*	\$ 20.00	*	\$ 20.00	*
2391	First Aid	\$ -	\$ 50.00	\$ 50.00	\$ 20.00	\$ 20.00	*	\$ 20.00	*	\$ 20.00	*
2601	Office Supplies	\$ 56.26	\$ 426.00	\$ 426.00	\$ 100.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
2924	Merchandise for Resale-GEC	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
2927	Food & Beverage Resale-GEC	\$ -	\$ -	\$ -	\$ 350.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
2930	Alcohol for Resale-GEC	\$ -	\$ -	\$ -	\$ 2,396.52	\$ 2,000.00	~	\$ 2,000.00	~	\$ 2,000.00	~
2993	Operational Supplies	\$ 11,855.43	\$ 20,025.00	\$ 20,025.00	\$ 17,123.38	\$ 5,640.00	-71.84%	\$ 5,640.00	-71.84%	\$ 5,640.00	-71.84%
3121	Travel	\$ -	\$ 700.00	\$ 700.00	\$ -	\$ 700.00	0.00%	\$ 700.00	0.00%	\$ 700.00	0.00%
3250	Postage	\$ 2.94	\$ 200.00	\$ 200.00	\$ 3.00	\$ 5.00	*	\$ 5.00	*	\$ 5.00	*
3310	Electricity	\$ 14,145.89	\$ 16,000.00	\$ 16,000.00	\$ 21,872.35	\$ 22,000.00	37.50%	\$ 12,000.00	-25.00%	\$ 12,000.00	-25.00%
3330	Natural Gas	\$ 4,122.02	\$ 5,000.00	\$ 5,000.00	\$ 3,384.36	\$ 3,500.00	-30.00%	\$ 1,650.00	-67.00%	\$ 1,650.00	-67.00%
3410	Printing	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	0.00%	\$ 800.00	-33.33%	\$ 800.00	-33.33%
3421	Copy Machine Cost	\$ -	\$ 600.00	\$ 600.00	\$ 1,174.42	\$ 1,200.00	100.00%	\$ 1,200.00	100.00%	\$ 1,200.00	100.00%
3511	Building Maintenance	\$ 29,145.09	\$ 13,665.00	\$ 13,665.00	\$ 13,905.05	\$ 13,100.00	-4.13%	\$ 10,600.00	-22.43%	\$ 10,600.00	-22.43%
3700	Advertising	\$ 4,206.18	\$ 5,950.00	\$ 5,950.00	\$ 4,414.18	\$ 4,500.00	-24.37%	\$ 2,250.00	-62.18%	\$ 2,250.00	-62.18%
4511	Multi-Peril Insurance	\$ 2,343.72	\$ 2,461.00	\$ 2,461.00	\$ 2,682.00	\$ 2,682.00	8.98%	\$ 2,682.00	8.98%	\$ 2,682.00	8.98%
4541	Employee Personal Liability	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	*	\$ 3.00	*	\$ 3.00	*
8247	Event Center Rentals	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ -	\$ 200.00	\$ 200.00	\$ 16.14	\$ 32.00	*	\$ 32.00	*	\$ 32.00	*
	Total Operating Expenditures	\$ 68,314.06	\$ 69,681.00	\$ 69,681.00	\$ 72,104.67	\$ 60,352.00	-13.39%	\$ 43,352.00	-37.79%	\$ 43,352.00	-37.79%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Goldsboro Event Center~ Budget	\$ 143,636.32	\$ 152,177.50	\$ 152,177.50	\$ 149,073.11	\$ 148,120.60	-2.67%	\$ 131,730.53	-13.44%	\$ 131,730.53	-13.44%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Goldsboro Event Center - 1020</b>					
<b>Division:</b>		<b>~ - 1020</b>					
		<b>Dept. Head-Adam Twiss</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		1 FTE	\$ 39,309.22	\$ 39,500.00	\$ 40,430.84	\$ 40,430.84
1260	Salaries & Wages Part-Time		1 PPT; 1 Pooled Position	\$ 20,333.53	\$ 30,096.00	\$ 30,096.00	\$ 30,096.00
1275	Salaries & Wages Bonus			\$ 412.65	\$ 450.00	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 4,594.24	\$ 5,358.52	\$ 5,395.30	\$ 5,395.30
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 4,031.77	\$ 4,054.93	\$ 4,127.99	\$ 4,127.99
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 1,588.87	\$ 1,598.00	\$ 1,617.23	\$ 1,617.23
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 38.16	\$ 38.16	\$ 38.16	\$ 38.16
1850	Unemployment Compensation		Provided by Finance	\$ 19.00	\$ 32.00	\$ 32.00	\$ 32.00
1860	Worker's Compensation		Provided by Finance	\$ 101.00	\$ 101.00	\$ 101.00	\$ 101.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 76,968.44</b>	<b>\$ 87,768.60</b>	<b>\$ 88,378.53</b>	<b>\$ 88,378.53</b>
1915	Bank Fees			\$ 797.19	\$ 800.00	\$ 800.00	\$ 800.00
2111	Cleaning Supplies		Toilet paper, paper towels,	\$ 2,397.08	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2121	Uniforms			\$ 250.00	\$ 300.00	\$ 300.00	\$ 300.00
2203	Employee Appreciation			\$ 16.00	\$ 20.00	\$ 20.00	\$ 20.00
2391	First Aid			\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
2601	Office Supplies			\$ 100.00	\$ 150.00	\$ 150.00	\$ 150.00
2924	Merchandise for Resale-GEC		New line item, formerly in 2993	\$ -	\$ -	\$ -	\$ -
2927	Food & Beverage Resale-GEC		New line item, formerly in 2993 (Revenue #8861)	\$ 350.00	\$ 500.00	\$ 500.00	\$ 500.00
2930	Alcohol for Resale-GEC		New line item, formerly in 2993 (Revenue #8862)	\$ 2,396.52	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2993	Operational Supplies		Dishwasher rental (\$1,140); Amenity additions (\$2,000); Misc. lobby and décor items (\$2,500)	\$ 17,123.38	\$ 5,640.00	\$ 5,640.00	\$ 5,640.00
<b>3121</b>	<b>Travel</b>	<b>Y</b>	Leadership Wayne - Ben Farlow; Budgeted for FY20 but not used. Moved to FY21	<b>\$ -</b>	<b>\$ 700.00</b>	<b>\$ 700.00</b>	<b>\$ 700.00</b>
3250	Postage			\$ 3.00	\$ 5.00	\$ 5.00	\$ 5.00
3310	Electricity			\$ 21,872.35	\$ 22,000.00	\$ 12,000.00	\$ 12,000.00
3330	Natural Gas			\$ 3,384.36	\$ 3,500.00	\$ 1,650.00	\$ 1,650.00
3410	Printing			\$ 1,200.00	\$ 1,200.00	\$ 800.00	\$ 800.00
3421	Copy Machine Cost			\$ 1,174.42	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3511	Building Maintenance		HVAC contract (\$9,000); Pest Control (\$600); Misc. facility repairs (\$3,500)	\$ 13,905.05	\$ 13,100.00	\$ 10,600.00	\$ 10,600.00
3700	Advertising		Wedding Expos (\$2,000); Local print (\$1,500); Social Media (\$500); Other ads (\$500)	\$ 4,414.18	\$ 4,500.00	\$ 2,250.00	\$ 2,250.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,682.00	\$ 2,682.00	\$ 2,682.00	\$ 2,682.00
4541	Employee Personal Liability		Provided by Finance	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
8247	Event Center Rentals			\$ -	\$ -	\$ -	\$ -

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <b>Fund:</b> <b>11-General Fund</b> <b>Dept. Head-Adam Twiss</b> <b>Dept #:</b> <b>Goldsboro Event Center - 1020</b> <b>Division:</b> <b>~ - 1020</b>							
<div>Blue Font - Detail Schedule Requested</div> <div>Green Cell - Department Input</div>							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
9561	Office Supplies			\$ 16.14	\$ 32.00	\$ 32.00	\$ 32.00
	<b>Total Operating Expenditures</b>			<b>\$ 72,104.67</b>	<b>\$ 60,352.00</b>	<b>\$ 43,352.00</b>	<b>\$ 43,352.00</b>
	<b>Total Capital Outlay</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Debt Service</b>					<b>\$ -</b>	<b>\$ -</b>
	<b>Total Goldsboro Event Center-~ Budget</b>			<b>\$ 149,073.11</b>	<b>\$ 148,120.60</b>	<b>\$ 131,730.53</b>	<b>\$ 131,730.53</b>

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Adam Twiss			
Dept #:		Goldsboro Event Center - 1020					
Division:		~ - 1020					
Account:		3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Leadership Wayne - Ben Farlow - budgeted FY 20 but not used	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3121 Travel	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	



## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: INSPECTIONS/1024

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund			Dept. Head		Allen Anderson				
Dept #:		1024	Inspections			~ = Division by Zero					
Division:		1024	~			* = Change < \$500					
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 429,591.25	\$ 440,630.16	\$ 440,630.16	\$ 435,320.61	\$ 403,957.92	-8.32%	\$ 402,034.63	-8.76%	\$ 402,034.63	-8.76%
1220	Salaries & Wages Overtime	\$ 386.74			\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 3,705.84	\$ -	\$ -	\$ 3,301.33	\$ 2,891.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,407.88	\$ -	\$ -	\$ 750.00	\$ 750.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 4,076.07			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 33,141.79	\$ 33,707.78	\$ 33,707.78	\$ 33,302.03	\$ 31,181.32	-7.50%	\$ 30,755.65	-8.76%	\$ 30,755.65	-8.76%
1821	NCLGERS-Retirement	\$ 35,529.41	\$ 39,745.30	\$ 39,745.30	\$ 44,185.04	\$ 41,371.29	4.09%	\$ 41,047.74	3.28%	\$ 41,047.74	3.28%
1822	401-K Retirement	\$ 15,924.70	\$ 17,625.33	\$ 17,625.33	\$ 17,412.82	\$ 16,303.96	-7.50%	\$ 16,081.39	-8.76%	\$ 16,081.39	-8.76%
1830	Hospital Insurance	\$ 50,186.11	\$ 50,880.00	\$ 50,880.00	\$ 21,800.00	\$ 45,780.00	-10.02%	\$ 45,780.00	-10.02%	\$ 45,780.00	-10.02%
1835	Group Term Life Insurance Coverage	\$ 361.91	\$ -	\$ -	\$ 127.20	\$ 267.12	*	\$ 267.12	*	\$ 267.12	*
1850	Unemployment Compensation				\$ -	\$ 208.00	*	\$ 208.00	*	\$ 208.00	*
1860	Worker's Compensation	\$ 1,976.00	\$ 2,075.00	\$ 2,075.00	\$ 2,048.00	\$ 2,137.00	2.99%	\$ 2,137.00	2.99%	\$ 2,137.00	2.99%
	Total Salaries & Benefits	\$ 576,287.70	\$ 584,663.57	\$ 584,663.57	\$ 558,247.03	\$ 544,847.61	-6.81%	\$ 538,311.52	-7.93%	\$ 538,311.52	-7.93%
1915	Bank Fees	\$ 10,273.28	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
1932	Medical Exams	\$ 54.00	\$ 200.00	\$ 200.00	\$ 170.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ -	\$ 2,000.00	\$ 12,000.00	\$ -	\$ 10,000.00	400.00%	\$ 10,000.00	400.00%	\$ 10,000.00	400.00%
2123	Protective Clothing	\$ -	\$ 800.00	\$ 800.00	\$ 600.00	\$ 800.00	0.00%	\$ 800.00	0.00%	\$ 800.00	0.00%
2203	Employee Appreciation	\$ 100.35	\$ 128.00	\$ 128.00	\$ 112.00	\$ 112.00	*	\$ 112.00	*	\$ 112.00	*
2323	Other Training	\$ 4,271.00	\$ 6,074.00	\$ 6,074.00	\$ 1,130.00	\$ 6,600.00	8.66%	\$ 6,074.00	0.00%	\$ 6,074.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 3,089.13	\$ 5,000.00	\$ 5,000.00	\$ 3,600.00	\$ 5,000.00	0.00%	\$ 3,750.00	-25.00%	\$ 3,750.00	-25.00%
2502	Vehicle Fuel	\$ 4,060.53	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 10,000.00	0.00%	\$ 7,500.00	-25.00%	\$ 7,500.00	-25.00%
2601	Office Supplies	\$ 3,581.72	\$ 4,600.00	\$ 4,600.00	\$ 2,500.00	\$ 4,600.00	0.00%	\$ 3,450.00	-25.00%	\$ 3,450.00	-25.00%
2993	Operational Supplies	\$ 592.96	\$ 900.00	\$ 900.00	\$ 530.00	\$ 1,500.00	66.67%	\$ 675.00	-25.00%	\$ 675.00	-25.00%
3121	Travel	\$ 1,219.19	\$ 8,000.00	\$ 8,000.00	\$ 4,800.00	\$ 12,845.00	60.56%	\$ 5,600.00	-30.00%	\$ 5,600.00	-30.00%
3210	Telephone	\$ 3,653.30	\$ 3,840.00	\$ 3,840.00	\$ 5,600.00	\$ 6,000.00	56.25%	\$ 3,840.00	0.00%	\$ 3,840.00	0.00%
3250	Postage	\$ 2,877.93	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3410	Printing	\$ 354.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 375.00	*	\$ 375.00	*
3421	Copy Machine Cost	\$ 598.15	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 1,400.00	40.00%	\$ 1,400.00	40.00%	\$ 1,400.00	40.00%
3511	Building Maintenance				\$ -	\$ 25,000.00	~	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ -	\$ 350.00	\$ 350.00	\$ 400.00	\$ 800.00	128.57%	\$ 262.00	*	\$ 262.00	*
3954	House Securement	\$ 4,090.00	\$ 5,000.00	\$ 5,000.00	\$ 3,255.00	\$ -	*	\$ -	*	\$ -	*
3993	Building Demolition	\$ 18,228.00	\$ 200,200.00	\$ 385,888.00	\$ 200,200.00	\$ -	*	\$ -	*	\$ -	*
4521	Auto Liability	\$ 1,524.00	\$ 1,600.00	\$ 1,600.00	\$ 1,475.00	\$ 1,549.00	-3.19%	\$ 1,549.00	-3.19%	\$ 1,549.00	-3.19%
4541	Employee Personal Liability	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	*	\$ 45.00	*	\$ 45.00	*
4911	Subscriptions	\$ 81.00	\$ 200.00	\$ 200.00	\$ 187.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
4912	Fees & Dues	\$ 1,251.00	\$ 1,842.00	\$ 1,842.00	\$ 1,630.00	\$ 1,630.00	-11.51%	\$ 1,630.00	-11.51%	\$ 1,630.00	-11.51%
9561	Office Supplies	\$ 307.74	\$ 372.00	\$ 372.00	\$ 200.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
	Total Operating Expenditures	\$ 60,252.28	\$ 266,651.00	\$ 462,339.00	\$ 242,234.00	\$ 103,181.00	-61.30%	\$ 61,862.00	-76.80%	\$ 61,862.00	-76.80%
5412	Compact Pick-Up Trucks	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 20,404.00	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 20,404.00	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:	11-General Fund			Dept. Head	Allen Anderson						
Dept #:	1024	Inspections	~ = Division by Zero								
Division:	1024	~	* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
	Total Inspections~ Budget	\$ 636,539.98	\$ 876,314.57	\$ 1,072,002.57	\$ 820,885.03	\$ 648,028.61	-26.05%	\$ 600,173.52	-31.51%	\$ 600,173.52	-31.51%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Inspections - 1024					
Division:		~ - 1024					
Dept. Head-Allen Anderson							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		1 FTE moved from Inspections to Planning	\$ 435,320.61	\$ 403,957.92	\$ 402,034.63	\$ 402,034.63
1220	Salaries & Wages Overtime						
1275	Salaries & Wages Bonus			\$ 3,301.33	\$ 2,891.00	\$ -	\$ -
1278	Wellness Earnings			\$ 750.00	\$ 750.00	\$ -	\$ -
1280	Vacation Pay Out						
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 33,302.03	\$ 31,181.32	\$ 30,755.65	\$ 30,755.65
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 44,185.04	\$ 41,371.29	\$ 41,047.74	\$ 41,047.74
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,412.82	\$ 16,303.96	\$ 16,081.39	\$ 16,081.39
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 21,800.00	\$ 45,780.00	\$ 45,780.00	\$ 45,780.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 127.20	\$ 267.12	\$ 267.12	\$ 267.12
1850	Unemployment Compensation		Provided by Finance		\$ 208.00	\$ 208.00	\$ 208.00
1860	Worker's Compensation		Provided by Finance	\$ 2,048.00	\$ 2,137.00	\$ 2,137.00	\$ 2,137.00
Total Salaries & Benefits				\$ 558,247.03	\$ 544,847.61	\$ 538,311.52	\$ 538,311.52
1915	Bank Fees			\$ 7,500.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
1932	Medical Exams		Random Drug testing for Inspections Department (5 people)	\$ 170.00	\$ 200.00	\$ 200.00	\$ 200.00
1991	Consultant Fees	Y	Fees to cover EnerGov Online Permitting/Consulting costs	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2123	Protective Clothing		Protective clothing for Inspectors (gloves, footwear)	\$ 600.00	\$ 800.00	\$ 800.00	\$ 800.00
2203	Employee Appreciation		Request \$16 pp for annual Christmas Party (7 people)	\$ 112.00	\$ 112.00	\$ 112.00	\$ 112.00
2323	Other Training	Y	State mandatory continuing ed classes and seminars	\$ 1,130.00	\$ 6,600.00	\$ 6,074.00	\$ 6,074.00
2501	Vehicle Operation/Maintenance		Operation expenses of all Inspection vehicles ( 4)	\$ 3,600.00	\$ 5,000.00	\$ 3,750.00	\$ 3,750.00
2502	Vehicle Fuel		Gas for all Inspection vehicles (4)	\$ 5,000.00	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00
2601	Office Supplies		General office supplies and Toner cartridges (4 printers)	\$ 2,500.00	\$ 4,600.00	\$ 3,450.00	\$ 3,450.00
2993	Operational Supplies		Replacement batteries, fire extinguishers, Tool Boxes for Trucks	\$ 530.00	\$ 1,500.00	\$ 675.00	\$ 675.00
3121	Travel	Y	Annual meetings/seminars for Inspectors	\$ 4,800.00	\$ 12,845.00	\$ 5,600.00	\$ 5,600.00
3210	Telephone		Telephone charges for department	\$ 5,600.00	\$ 6,000.00	\$ 3,840.00	\$ 3,840.00
3250	Postage		Postage used for mailing Permits/Bus. Registration/ABC License	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
3410	Printing		Building permit applications, job site cards, Occupancy cards etc.	\$ 300.00	\$ 500.00	\$ 375.00	\$ 375.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Inspections - 1024</b>					
<b>Division:</b>		<b>~ - 1024</b>					
		<b>Dept. Head-Allen Anderson</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3421	Copy Machine Cost		Lease & Ins/Year: \$1,082.76	\$ 500.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
3511	Building Maintenance		Removal & installation of carpet in Inspections/Plann/Eng. Dept		\$ 25,000.00	\$ -	\$ -
3522	Machine/Equipment Maintenance		Est. Maintenance/Year: \$591.32	\$ 400.00	\$ 800.00	\$ 262.00	\$ 262.00
3954	House Securement		Moving to Planning Dept.	\$ 3,255.00			
3993	Building Demolition		Moving to Planning Dept.	\$ 200,200.00			
4521	Auto Liability		Provided by Finance	\$ 1,475.00	\$ 1,549.00	\$ 1,549.00	\$ 1,549.00
4541	Employee Personal Liability		Provided by Finance	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00
4911	Subscriptions	Y	Goldsboro News Argus/This Old House	\$ 187.00	\$ 200.00	\$ 200.00	\$ 200.00
4912	Fees & Dues	Y	Fees and Dues required to be maintained by Inspectors	\$ 1,630.00	\$ 1,630.00	\$ 1,630.00	\$ 1,630.00
9561	Office Supplies		Copy paper/envelopes for Bus Res/License renewals	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00
<b>Total Operating Expenditures</b>				<b>\$ 242,234.00</b>	<b>\$ 103,181.00</b>	<b>\$ 61,862.00</b>	<b>\$ 61,862.00</b>
5412	Compact Pick-Up Trucks		N/A	\$ 20,404.00	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 20,404.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Inspections-~ Budget</b>				<b>\$ 820,885.03</b>	<b>\$ 648,028.61</b>	<b>\$ 600,173.52</b>	<b>\$ 600,173.52</b>

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Fees to cover EnerGov online permitting/consulting expenses		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
2						
3						
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 1991 Consultant Fees</b>	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	State Mandated Continuing Ed Classes (75 x 20) All Inspectors	\$ 805.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2	Reg.for ICC/DOI Classes A. Anderson (Fire 111)		\$ 120.00	\$ 120.00	\$ 120.00	
3	Reg.for ICC/DOI Classes Ray Fields (Bldg II)		\$ 120.00	\$ 120.00	\$ 120.00	
4	Reg for ICC/DOI Classes Cindy Motsko (5 classes)	\$ 125.00	\$ 600.00	\$ 600.00	\$ 600.00	
5	Reg for ICC/DOI Classes Sam Taylor (Plum 1 & Mech 111)	\$ 200.00	\$ 240.00	\$ 240.00	\$ 240.00	
6	Reg. for Seminars (Mech, Elect, Energy) All Inspectors		\$ 219.00	\$ 219.00	\$ 219.00	
7	ICC Exams (11 x \$175) All Inspectors		\$ 1,921.00	\$ 1,921.00	\$ 1,921.00	
8	DOI exams (9 x \$20) All Inspectors		\$ 180.00	\$ 180.00	\$ 180.00	
9	ICC/COI Certificate Fees - All Inspectors		\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	
10	Per CM/ACM cut back to FY20 Adopted			\$ (526.00)	\$ (526.00)	
11						
	<b>Total - 2323 Other Training</b>	<b>\$ 1,130.00</b>	<b>\$ 6,600.00</b>	<b>\$ 6,074.00</b>	<b>\$ 6,074.00</b>	



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund  
 Dept #: Inspections - 1024  
 Division: ~ - 1024  
 Account: 3121 Travel

Dept. Head-Allen Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	NCBIA Meeting/Seminar (4days -All Inspectors)	\$ 1,100.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2	NC Electrical Insp Ann. Mtg. (3 days - Raleigh NC - Sam Taylor)	\$ 600.00	\$ 700.00	\$ 700.00	\$ 700.00	
3	NC Fire Insp Meeting - 2 people		\$ 500.00	\$ 500.00	\$ 500.00	
4	NC Mechanical Insp. Conf. (3 days - Atlantic Beach NC - Ray Fields)		\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
5	NC Plumbing Insp. Ann. Mtg (3 days - Kitty Hawk NC - Jason Baker)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
6	NC Bldg Insp. Ann. Conf (3 days-Atlantic Beach-Anderson/Motsko)	\$ 1,600.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
7	Proposed classes for all Inspectors for certification advancement		\$ 3,661.00	\$ 3,661.00	\$ 3,661.00	
8	Energy Conference (2 days - Allen Anderson)		\$ 500.00	\$ 500.00	\$ 500.00	
9	NC Permitting Person. Assoc Ann. Mtg. (2 days-Shanita Coor)	\$ 500.00	\$ 600.00	\$ 600.00	\$ 600.00	
10	Local Government Fed. Credit Union (Ray Fields)		\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	
11	Per CM/ACM cut to FY20 Adopted			\$ (4,845.00)	\$ (4,845.00)	
12	Per CM/ACM cut addtl 30% FY20 Adopted			\$ (2,400.00)	\$ (2,400.00)	
13						
	<b>Total - 3121 Travel</b>	<b>\$ 4,800.00</b>	<b>\$ 12,845.00</b>	<b>\$ 5,600.00</b>	<b>\$ 5,600.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Allen Anderson</b>			
<b>Dept #: Inspections - 1024</b>							
<b>Division: ~ - 1024</b>							
<b>Account: 4911 Subscriptions</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Goldsboro News Argus (24 weeks sub. Renewed 2 times a year)	\$ 162.00	\$ 200.00	\$ 200.00	\$ 200.00	
2		This Old House (6 issues \$25.00)	\$ 25.00				
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 187.00</b>	<b>\$ 200.00</b>	<b>\$ 200.00</b>	<b>\$ 200.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Allen Anderson			
Dept #:		Inspections - 1024					
Division:		~ - 1024					
Account:		4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Wayne County Home Builders Association- Allen Anderson	\$ 405.00	\$ 405.00	\$ 405.00	\$ 405.00	
2		N.C. Building Insp. Assoc. Dues - Allen Anderson	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
3		N.C. Mechanical Insp. Assoc. Dues - Ray Fields	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
4		N.C. Electrical Insp. Assoc. Dues- Sam Taylor	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
5		N.C. Plumbing Insp. Assoc. Dues - Jason Baker	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
6		N.C. Code Officials Qualif. Board (20 Certs. At \$10 ea) All Inspectors	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
7		N.C. Permitting Personnel Assoc. Lynn Measley & Shanita Coor	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
8		Int'l Code Council Mbrshp. - Allen Anderson	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	
9		Int'l Assoc. of Electrical Inspectors - Sam Taylor	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
10		Cert. Renewal-Verisign Cert. for website credit cards	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
11							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 1,630.00</b>	<b>\$ 1,630.00</b>	<b>\$ 1,630.00</b>	<b>\$ 1,630.00</b>	



## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: DOWNTOWN DEVELOPMENT

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund			Dept. Head		Erin Fonseca				
Dept #:	1025	Downtown Development			~ = Division by Zero						
Division:	1025	Downtown Development			* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 187,840.61	\$ 193,468.53	\$ 193,468.53	\$ 173,717.70	\$ 169,758.62	-12.26%	\$ 115,007.11	-40.56%	\$ 115,007.11	-40.56%
1220	Salaries & Wages Overtime	\$ 47.50			\$ -	\$ -	*	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time	\$ 24,680.38	\$ 23,872.00	\$ 23,872.00	\$ 23,871.64	\$ 23,871.64	-0.00%	\$ 23,871.64	-0.00%	\$ 23,871.64	-0.00%
1275	Salaries & Wages Bonus	\$ 1,389.69	\$ -	\$ -	\$ 1,534.06	\$ 1,652.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 692.40	\$ -	\$ -	\$ 750.00	\$ 900.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out		\$ -	\$ -	\$ 10,334.27	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 15,698.75	\$ 16,653.93	\$ 16,653.93	\$ 16,080.89	\$ 15,007.94	-9.88%	\$ 10,624.22	-36.21%	\$ 10,624.22	-36.21%
1821	NCLGERS-Retirement	\$ 16,209.69	\$ 17,450.74	\$ 17,450.74	\$ 21,336.08	\$ 19,912.50	14.11%	\$ 14,179.52	-18.75%	\$ 14,179.52	-18.75%
1822	401-K Retirement	\$ 6,894.72	\$ 7,738.74	\$ 7,738.74	\$ 8,408.31	\$ 7,847.29	1.40%	\$ 5,555.15	-28.22%	\$ 5,555.15	-28.22%
1830	Hospital Insurance	\$ 19,038.46	\$ 19,080.00	\$ 19,080.00	\$ 19,620.00	\$ 19,620.00	2.83%	\$ 13,080.00	-31.45%	\$ 13,080.00	-31.45%
1835	Group Term Life Insurance Coverage	\$ 122.71	\$ -	\$ -	\$ 104.94	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 91.00	*	\$ 91.00	*	\$ 91.00	*
1860	Worker's Compensation	\$ 4,859.87	\$ 522.00	\$ 522.00	\$ 2,599.50	\$ 522.00	0.00%	\$ 522.00	0.00%	\$ 522.00	0.00%
	Total Salaries & Benefits	\$ 277,474.78	\$ 278,785.94	\$ 278,785.94	\$ 278,357.38	\$ 259,297.47	-6.99%	\$ 183,045.12	-34.34%	\$ 183,045.12	-34.34%
1991	Consultant Fees	\$ 3,000.00	\$ 67,900.00	\$ 71,900.00	\$ 4,000.00	\$ 72,900.00	7.36%	\$ 5,000.00	-92.64%	\$ 5,000.00	-92.64%
2113	Beautification Program	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 68.48	\$ 48.00	\$ 48.00	\$ 36.00	\$ 36.00	*	\$ 36.00	*	\$ 36.00	*
2323	Other Training	\$ 50.00	\$ 5,400.00	\$ 5,400.00	\$ 883.70	\$ 1,649.00	-69.46%	\$ 1,649.00	-69.46%	\$ 1,649.00	-69.46%
2501	Vehicle Operation/Maintenance	\$ 921.82	\$ -	\$ -	\$ 25.25	\$ -	*	\$ -	*	\$ -	*
2601	Office Supplies	\$ 4,140.45	\$ 5,705.00	\$ 5,705.00	\$ 4,629.71	\$ 5,705.00	0.00%	\$ 4,279.00	-25.00%	\$ 4,279.00	-25.00%
2993	Operational Supplies	\$ 4,091.26	\$ 3,100.00	\$ 3,100.00	\$ 1,962.93	\$ 3,100.00	0.00%	\$ 2,325.00	-25.00%	\$ 2,325.00	-25.00%
3121	Travel	\$ 4,263.64	\$ 6,390.00	\$ 6,390.00	\$ 3,217.10	\$ 7,040.00	10.17%	\$ 4,473.00	-30.00%	\$ 4,473.00	-30.00%
3250	Postage	\$ 2,306.87	\$ 5,700.00	\$ 5,700.00	\$ 2,682.50	\$ 2,850.00	-50.00%	\$ 2,850.00	-50.00%	\$ 2,850.00	-50.00%
3310	Electricity	\$ 4,903.66	\$ 6,600.00	\$ 6,600.00	\$ 5,436.37	\$ 7,200.00	9.09%	\$ 4,950.00	-25.00%	\$ 4,950.00	-25.00%
3421	Copy Machine Cost	\$ 1,087.89	\$ -	\$ -	\$ 3,572.26	\$ 5,718.13	~	\$ 5,718.13	~	\$ 5,718.13	~
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 950.00	\$ 950.00	~	\$ -	*	\$ -	*
3511	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 756.00	~	\$ -	*	\$ -	*
3521	Office Machine Maintenance	\$ 12,277.38	\$ 26,000.00	\$ 26,000.00	\$ -	\$ 456.12	*	\$ 456.12	*	\$ 456.12	*
3702	Communications and Marketing	\$ 9,221.36	\$ 5,000.00	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	50.00%	\$ 3,750.00	-25.00%	\$ 3,750.00	-25.00%
3914	Contract Services	\$ 819.00	\$ 756.00	\$ 756.00	\$ 756.00	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	~	\$ 1,250.00	~	\$ 1,250.00	~
4511	Multi-Peril Insurance	\$ 7,176.45	\$ 4,111.00	\$ 4,111.00	\$ 6,821.00	\$ 7,185.00	74.77%	\$ 7,185.00	74.77%	\$ 7,185.00	74.77%
4541	Employee Personal Liability	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	*	\$ 13.00	*	\$ 13.00	*
4911	Subscriptions	\$ 267.15	\$ 212.00	\$ 212.00	\$ 212.00	\$ 212.00	*	\$ 212.00	*	\$ 212.00	*
4912	Fees & Dues	\$ 1,100.00	\$ 800.00	\$ 800.00	\$ 650.00	\$ 650.00	-18.75%	\$ 650.00	-18.75%	\$ 650.00	-18.75%
4928	State Main Street Grant	\$ 2,316.32			\$ -	\$ -	*	\$ -	*	\$ -	*
4991	Downtown Projects	\$ 12,275.24	\$ -	\$ -	\$ 109,413.19	\$ 266,000.00	~	\$ 66,000.00	~	\$ 26,000.00	~
9561	Office Supplies	\$ 84.30	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 70,384.27	\$ 138,035.00	\$ 142,035.00	\$ 153,061.01	\$ 392,720.25	184.51%	\$ 111,096.25	-19.52%	\$ 71,096.25	-48.49%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*

<b>EXPENDITURE SHEET</b>		<b>Fiscal Year FY20-21</b>									
<b>Fund:</b>		11-General Fund		<b>Dept. Head</b>		Erin Fonseca					
<b>Dept #:</b>	1025	Downtown Development		~ = Division by Zero							
<b>Division:</b>	1025	Downtown Development		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
Total Downtown Development -Downtown Deve		\$ 347,859.05	\$ 416,820.94	\$ 420,820.94	\$ 431,418.39	\$ 652,017.72	56.43%	\$ 294,141.37	-29.43%	\$ 254,141.37	-39.03%



JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund		Dept. Head-Erin Fonseca		Green Cell - Department Input	
Dept #:		Downtown Development - 1025					
Division:		Downtown Development - 1025					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		3 FTE; 1 Position Frozen	\$ 173,717.70	\$ 169,758.62	\$ 115,007.11	\$ 115,007.11
1220	Salaries & Wages Overtime		we use the CTE/CTT system for overtime accrued	\$ -	\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time		1 month period without admin	\$ 23,871.64	\$ 23,871.64	\$ 23,871.64	\$ 23,871.64
1275	Salaries & Wages Bonus		3 FTE @ \$413.00/ea 1PTE @ \$413.00/ea	\$ 1,534.06	\$ 1,652.00	\$ -	\$ -
1278	Wellness Earnings		3 FTE @ \$300/yr	\$ 750.00	\$ 900.00	\$ -	\$ -
1280	Vacation Pay Out			\$ 10,334.27	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 16,080.89	\$ 15,007.94	\$ 10,624.22	\$ 10,624.22
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 21,336.08	\$ 19,912.50	\$ 14,179.52	\$ 14,179.52
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,408.31	\$ 7,847.29	\$ 5,555.15	\$ 5,555.15
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 19,620.00	\$ 19,620.00	\$ 13,080.00	\$ 13,080.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 104.94	\$ 114.48	\$ 114.48	\$ 114.48
1850	Unemployment Compensation		Provided by Finance		\$ 91.00	\$ 91.00	\$ 91.00
1860	Worker's Compensation		Provided by Finance	\$ 2,599.50	\$ 522.00	\$ 522.00	\$ 522.00
Total Salaries & Benefits				\$ 278,357.38	\$ 259,297.47	\$ 183,045.12	\$ 183,045.12
1991	Consultant Fees	Y	Public Art Consultant fixed fee of \$4,000.00, increase to \$5000 in 2020. Last refresh, was done in 2007. Desire to roll over funds reserved for the Master Plan Refresh, unable to advertise for in 19/20 FY	\$ 4,000.00	\$ 72,900.00	\$ 5,000.00	\$ 5,000.00
2113	Beautification Program					\$ -	\$ -
2203	Employee Appreciation		3 @ \$12/ea	\$ 36.00	\$ 36.00	\$ 36.00	\$ 36.00
2323	Other Training	Y		\$ 883.70	\$ 1,649.00	\$ 1,649.00	\$ 1,649.00
2501	Vehicle Operation/Maintenance			\$ 25.25	\$ -	\$ -	\$ -
2601	Office Supplies		Special paper for printing needs @ \$1,800, file folders and lables, legal pads and post its, envelopes for mailing out newsletters and sponsorships, mailing lables, binders, light bulbs, Culligan Water Cooler Rental (\$15/mo), soap, pens/pencils, paper clips, staples, thumb drives,	\$4,629.71	\$5,705.00	\$ 4,279.00	\$ 4,279.00
2993	Operational Supplies		Funding for this line item is estimated at \$125/mo for plaques, certificates, inner office holiday acknowledgements	\$ 1,962.93	\$ 3,100.00	\$ 2,325.00	\$ 2,325.00
3121	Travel	Y		\$ 3,217.10	\$ 7,040.00	\$ 4,473.00	\$ 4,473.00
3250	Postage		6 months @ \$475/mo. For sponsorships, news letters, grant requests, etc.	\$ 2,682.50	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00
3310	Electricity		12 months at \$600/mo	\$ 5,436.37	\$ 7,200.00	\$ 4,950.00	\$ 4,950.00
3421	Copy Machine Cost		Copier Cost - figure provided by IT	\$ 3,572.26	\$ 5,718.13	\$ 5,718.13	\$ 5,718.13
3510	Repairs (Insurance Claims)		used to cover damaged Public Art pieces on Center Street	\$ 950.00	\$ 950.00	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Downtown Development - 1025					
Division:		Downtown Development - 1025					
				Dept. Head-Erin Fonseca			
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3511	Building Maintenance				\$ 756.00	\$ -	\$ -
3521	Office Machine Maintenance		iPad Maintenance/Protection		\$ 456.12	\$ 456.12	\$ 456.12
3702	Communications and Marketing		Includes Facebook pushes, mailings/advertisement for public meetings, co-op advertising with Travel & Tourism for Billboards	\$ 7,500.00	\$ 7,500.00	\$ 3,750.00	\$ 3,750.00
3914	Contract Services	Y		\$ 756.00	\$ -	\$ -	\$ -
3950	Education Reimbursement				\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 6,821.00	\$ 7,185.00	\$ 7,185.00	\$ 7,185.00
4541	Employee Personal Liability		Provided by Finance	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00
4911	Subscriptions	Y		\$ 212.00	\$ 212.00	\$ 212.00	\$ 212.00
4912	Fees & Dues	Y		\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
4928	State Main Street Grant				\$ -	\$ -	\$ -
4991	Downtown Projects		1) Rehab Development performance incentive grant - 2 measures anticipated to be complete in 20/21 FY - \$200,000 (moved to Orgn 7315) 2) The Hub maintenance cost at \$10,000 3)The Hub facilities cost to upfit stage with screen, projector and speakers at \$30,000 4) Leasing Public Art for Center Street to include 9 pieces and crane rental and plaques at \$20,000 5) Banners for remaining 2 blocks of Streetscape and Hub at \$6000	\$ 109,413.19	\$ 266,000.00	\$ 66,000.00	\$ 26,000.00
9561	Office Supplies		copy paper from the City	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 153,061.01	\$ 392,720.25	\$ 111,096.25	\$ 71,096.25
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Downtown Development -Downtown De				\$ 431,418.39	\$ 652,017.72	\$ 294,141.37	\$ 254,141.37

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Erin Fonseca

Dept #: Downtown Development - 1025

Division: Downtown Development - 1025

Account: 1991 Consultant Fees

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Public Art Consultant	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
2		Downtown Master Plan Refresh	\$ -	\$ 67,900.00	\$ -	\$ -	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 4,000.00</b>	<b>\$ 72,900.00</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Erin Fonseca			
Dept #:		Downtown Development - 1025					
Division:		Downtown Development - 1025					
Account:		2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Main Street Conference Registration for 3 FT employees	\$ 300.00	\$ 450.00	\$ 450.00	\$ 450.00	
2		Adobe Illustrator Classes	\$ -	\$ 449.00	\$ 449.00	\$ 449.00	
3		Tuition Reimbursement-moved to #3950 (TLO)		\$ -	\$ -	\$ -	
4		Misc. Opportunities	\$ 583.70	\$ 750.00	\$ 750.00	\$ 750.00	
5		UNC School of Government Exec. Leadership Class	\$ -				
6							
7							
8							
9							
10							
		<b>Total - 2323 Other Training</b>	<b>\$ 883.70</b>	<b>\$ 1,649.00</b>	<b>\$ 1,649.00</b>	<b>\$ 1,649.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Erin Fonseca

Dept #: Downtown Development - 1025

Division: Downtown Development - 1025

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	NC Main Street Manager's Meeting-1/year required		\$ 370.00	\$ 370.00	\$ 370.00	
2	NC Main Street Conference 3 persons at 2 nights @\$145/night plus food/travel at \$550	\$ 1,080.00	\$ 1,620.00	\$ 1,620.00	\$ 1,620.00	
3	General Mileage Reimbursement 4 @ \$50/month	\$ 300.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	
4	NCDDA Board Meetings Average of 200mi/trip @ 4/yr	\$ 62.10				
5	Community Support Costs i.e: Chamber events, Community Affairs Events, etc.	\$ 175.00	\$ 250.00	\$ 250.00	\$ 250.00	
6	Staff Hosted Meetings 4 @ \$250 each	\$ 750.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
7	NC Main Street Regional Meetings - 2/year required for accreditation	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
8	NC Main Street Orientation Classes - 4/year	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
9	Misc Opportunities	\$ 250.00	\$ 800.00	\$ 800.00	\$ 800.00	
10	Cut back to FY20 Adopted			\$ (650.00)	\$ (650.00)	
11	Cut back per CM/ACM 30% of FY20 \$6390.00			\$ (1,917.00)	\$ (1,917.00)	
12						
	<b>Total - 3121 Travel</b>	<b>\$ 3,217.10</b>	<b>\$ 7,040.00</b>	<b>\$ 4,473.00</b>	<b>\$ 4,473.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Erin Fonseca</b>			
<b>Dept #: Downtown Development - 1025</b>							
<b>Division: Downtown Development - 1025</b>							
<b>Account: 3914 Contract Services</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Pest Control for Building at \$30/month-moved to #3511 (TLO)	\$ 360.00	\$ -	\$ -	\$ -	
2		Carolina Phone and Alarm-moved to #3511 (TLO)	\$ 396.00	\$ -	\$ -	\$ -	
3							
4							
5							
6							
7							
8							
9							
		<b>Total - 3914 Contract Services</b>	<b>\$ 756.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Erin Fonseca

Dept #: Downtown Development - 1025

Division: Downtown Development - 1025

Account: 4911 Subscriptions

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Our State Magazine	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
2		Goldsboro News Argus	\$ 162.00	\$ 162.00	\$ 162.00	\$ 162.00	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 212.00</b>	<b>\$ 212.00</b>	<b>\$ 212.00</b>	<b>\$ 212.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Erin Fonseca</b>			
<b>Dept #: Downtown Development - 1025</b>							
<b>Division: Downtown Development - 1025</b>							
<b>Account: 4912 Fees &amp; Dues</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		NC Main Street Center	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
2		NC Downtown Development Association	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 650.00</b>	<b>\$ 650.00</b>	<b>\$ 650.00</b>	<b>\$ 650.00</b>	



## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: INFORMATION TECHNOLOGY

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

- Continue replacement plan of equipment
- Replace current IT vehicles with vehicles that better meet our needs
- Increase staffing to meet the growing technology needs of the city
- Increase response time for fiber connectivity
- To get ahead of technology needs to become proactive instead of reactive

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund			Dept. Head		Scott Williams				
Dept #:		1030	Information Technology			~ = Division by Zero					
Division:		1030	~		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 403,542.49	\$ 489,303.84	\$ 489,303.84	\$ 461,569.22	\$ 673,524.13	37.65%	\$ 516,749.91	5.61%	\$ 516,749.91	5.61%
1220	Salaries & Wages Overtime	\$ 418.87			\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 5,094.96	\$ 5,040.00	\$ 5,040.00	\$ 5,040.00	\$ 7,920.00	57.14%	\$ 5,760.00	14.29%	\$ 5,760.00	14.29%
1260	Salaries & Wages Part-Time	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 3,242.61	\$ -	\$ -	\$ 2,856.69	\$ 4,543.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,054.12	\$ -	\$ -	\$ 1,979.00	\$ 3,300.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 1,383.75	\$ -	\$ -	\$ 2,273.62	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 30,224.88	\$ 37,822.79	\$ 37,822.79	\$ 36,239.47	\$ 52,730.47	39.41%	\$ 39,972.01	5.68%	\$ 39,972.01	5.68%
1821	NCLGERS-Retirement	\$ 33,279.95	\$ 44,135.39	\$ 44,135.39	\$ 48,082.43	\$ 69,962.64	58.52%	\$ 53,348.26	20.87%	\$ 53,348.26	20.87%
1822	401-K Retirement	\$ 14,905.74	\$ 19,572.19	\$ 19,572.19	\$ 18,948.74	\$ 27,571.49	40.87%	\$ 20,900.40	6.79%	\$ 20,900.40	6.79%
1830	Hospital Insurance	\$ 38,076.93	\$ 44,520.00	\$ 44,520.00	\$ 71,940.00	\$ 71,940.00	61.59%	\$ 45,780.00	2.83%	\$ 45,780.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 289.46	\$ -	\$ -	\$ 166.54	\$ 419.76	*	\$ 419.76	*	\$ 419.76	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 231.00	*	\$ 231.00	*	\$ 231.00	*
1860	Worker's Compensation	\$ 1,173.61	\$ 773.00	\$ 773.00	\$ 763.00	\$ 796.00	2.98%	\$ 796.00	2.98%	\$ 796.00	2.98%
	Total Salaries & Benefits	\$ 533,687.37	\$ 641,167.21	\$ 641,167.21	\$ 649,858.71	\$ 912,938.48	42.39%	\$ 683,957.33	6.67%	\$ 683,957.33	6.67%
1932	Medical Exams	\$ 27.00	\$ -	\$ -	\$ 138.00	\$ 345.00	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 9,666.39	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 77,000.00	381.25%	\$ 30,000.00	87.50%	\$ 30,000.00	87.50%
2124	Shoes-Steel Toe	\$ 491.90	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00	\$ 1,170.00	8.33%	\$ 1,170.00	8.33%	\$ 1,170.00	8.33%
2203	Employee Appreciation	\$ 111.24	\$ 192.00	\$ 192.00	\$ 112.00	\$ 576.00	200.00%	\$ 128.00	*	\$ 128.00	*
2323	Other Training	\$ 9,040.16	\$ 11,600.00	\$ 25,600.00	\$ 25,597.24	\$ 33,350.00	187.50%	\$ 14,120.00	21.72%	\$ 14,120.00	21.72%
2501	Vehicle Operation/Maintenance	\$ 5,701.83	\$ 800.00	\$ 800.00	\$ 800.00	\$ 2,000.00	150.00%	\$ 600.00	-25.00%	\$ 600.00	-25.00%
2502	Vehicle Fuel	\$ 150.60	\$ 1,000.00	\$ 1,000.00	\$ 200.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
2601	Office Supplies	\$ 477.58	\$ 3,550.00	\$ 3,550.00	\$ 3,550.00	\$ 5,200.00	46.48%	\$ 2,662.00	-25.01%	\$ 2,662.00	-25.01%
2993	Operational Supplies	\$ 25,752.16	\$ 26,800.00	\$ 26,800.00	\$ 26,800.00	\$ 48,200.00	79.85%	\$ 20,100.00	-25.00%	\$ 20,100.00	-25.00%
3121	Travel	\$ 3,670.53	\$ 7,700.00	\$ 7,700.00	\$ 7,697.30	\$ 18,100.00	135.06%	\$ 5,390.00	-30.00%	\$ 5,390.00	-30.00%
3210	Telephone	\$ 226,576.75	\$ 205,000.00	\$ 205,000.00	\$ 260,000.00	\$ 260,000.00	26.83%	\$ 260,000.00	26.83%	\$ 260,000.00	26.83%
3250	Postage	\$ 30.74	\$ 300.00	\$ 300.00	\$ 40.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3421	Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3511	Building Maintenance	\$ 16,606.27	\$ 15,200.00	\$ 15,200.00	\$ 15,200.00	\$ 43,000.00	182.89%	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 368.41	\$ 800.00	\$ 800.00	\$ 525.00	\$ 1,700.00	112.50%	\$ 600.00	-25.00%	\$ 600.00	-25.00%
3950	Education Reimbursement	\$ 1,100.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 5,000.00	51.52%	\$ 2,500.00	-24.24%	\$ 2,500.00	-24.24%
4211	Cisco Smart Net Maintenance	\$ 28,938.14	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	\$ 38,000.00	15.15%	\$ 38,000.00	15.15%	\$ 38,000.00	15.15%
4221	Software License Fees	\$ 387,264.29	\$ 567,315.00	\$ 590,372.69	\$ 590,370.00	\$ 807,110.00	42.27%	\$ 596,960.00	5.23%	\$ 596,960.00	5.23%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*	\$ 22.00	*
4912	Fees & Dues	\$ 900.00			\$ -	\$ 500.00	*	\$ -	*	\$ -	*
4990	Equipment Expense	\$ 6,738.53	\$ 59,300.00	\$ 59,300.00	\$ 59,300.00	\$ 14,100.00	-76.22%	\$ 12,000.00	-79.76%	\$ 12,000.00	-79.76%
	Total Operating Expenditures	\$ 723,634.52	\$ 953,059.00	\$ 990,116.69	\$ 1,043,731.54	\$ 1,356,673.00	42.35%	\$ 985,302.00	3.38%	\$ 985,302.00	3.38%
5202	Technology Capital	\$ -	\$ 16,100.00	\$ 16,100.00	\$ 16,100.00	\$ -	*	\$ -	*	\$ -	*
5200A	Technology Lease-FY21	\$ 839,616.54	\$ -	\$ 49,808.59	\$ 63,364.00	\$ 688,719.00	~	\$ 353,500.00	~	\$ 353,500.00	~
5219	Network Equipment	\$ 839,616.54	\$ -	\$ 49,808.59	\$ -	\$ 41,500.00	~	\$ 20,000.00	~	\$ 20,000.00	~
5423	Crew-Cab Pick-Up Truck	\$ -	\$ -	\$ -	\$ -	\$ 59,000.00	~	\$ 32,000.00	~	\$ 32,000.00	~
5469	Utility Van	\$ -	\$ -	\$ -	\$ -	\$ 56,000.00	~	\$ -	*	\$ -	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Scott Williams					
Dept #:		1030    Information Technology		~ = Division by Zero							
Division:		1030    ~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
	Total Capital Outlay	\$    839,616.54	\$    16,100.00	\$    65,908.59	\$    79,464.00	\$    845,219.00	5149.81%	\$    405,500.00	2418.63%	\$    405,500.00	2418.63%
					\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Debt Service	\$           -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Information Technology-~ Budget	\$   2,096,938.43	\$   1,610,326.21	\$   1,697,192.49	\$   1,773,054.25	\$   3,114,830.48	93.43%	\$   2,074,759.33	28.84%	\$   2,074,759.33	28.84%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Information Technology - 1030				
Division:			~ - 1030				
			Dept. Head-Scott Williams				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 461,569.22	\$ 673,524.13	\$ 516,749.91	\$ 516,749.91
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -	\$ -
1224	Cell Phone Stipend		Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 5,040.00	\$ 7,920.00	\$ 5,760.00	\$ 5,760.00
1260	Salaries & Wages Part-Time		Admin Asst II part time 30 hrs	\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 2,856.69	\$ 4,543.00	\$ -	\$ -
1278	Wellness Earnings		Dept - 11 Employee - 8 current, 3 new; Mgr Rec - 8	\$ 1,979.00	\$ 3,300.00	\$ -	\$ -
1280	Vacation Pay Out			\$ 2,273.62	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 36,239.47	\$ 52,730.47	\$ 39,972.01	\$ 39,972.01
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 48,082.43	\$ 69,962.64	\$ 53,348.26	\$ 53,348.26
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 18,948.74	\$ 27,571.49	\$ 20,900.40	\$ 20,900.40
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 71,940.00	\$ 71,940.00	\$ 45,780.00	\$ 45,780.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 166.54	\$ 419.76	\$ 419.76	\$ 419.76
1850	Unemployment Compensation		Provided by Finance		\$ 231.00	\$ 231.00	\$ 231.00
1860	Worker's Compensation		Provided by Finance	\$ 763.00	\$ 796.00	\$ 796.00	\$ 796.00
	Total Salaries & Benefits			\$ 649,858.71	\$ 912,938.48	\$ 683,957.33	\$ 683,957.33
1932	Medical Exams		5 new employees. \$69 x 5	\$ 138.00	\$ 345.00	\$ -	\$ -
1991	Consultant Fees	Y	See SCH1991	\$ 16,000.00	\$ 77,000.00	\$ 30,000.00	\$ 30,000.00
2124	Shoes-Steel Toe		These funds are for safety shoes/boots required for the jobs in IT. 8 current, 3 new employees. \$90 x 11	\$ 1,080.00	\$ 1,170.00	\$ 1,170.00	\$ 1,170.00
2203	Employee Appreciation		These funds are for our employee Christmas lunch and team building exercises. \$208 Christmas lunch, \$400 team building exercises	\$ 112.00	\$ 576.00	\$ 128.00	\$ 128.00
2323	Other Training	Y		\$ 25,597.24	\$ 33,350.00	\$ 14,120.00	\$ 14,120.00
2501	Vehicle Operation/Maintenance		This line provides funds to maintain vehicles used by IT.	\$ 800.00	\$ 2,000.00	\$ 600.00	\$ 600.00
2502	Vehicle Fuel		This line provided funds for fuel for the IT vehicles.	\$ 200.00	\$ 1,000.00	\$ 750.00	\$ 750.00
2601	Office Supplies		This line provides funds for thing such as UPS battery replacement and standard battery replacement for microphones, remotes, and various devices.	\$ 3,550.00	\$ 5,200.00	\$ 2,662.00	\$ 2,662.00
2993	Operational Supplies		\$25,500 Replacement Parts/Supplies for IT; \$22,700 iPads and Security Cameras (Network Cameras - City Hall, IT Wiring Closets, Peacock Park, Departments have cameras budgeted in their departments.)	\$ 26,800.00	\$ 48,200.00	\$ 20,100.00	\$ 20,100.00
3121	Travel	Y		\$ 7,697.30	\$ 18,100.00	\$ 5,390.00	\$ 5,390.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Dept. Head-Scott Williams		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Information Technology - 1030					
Division:		~ - 1030					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3210	Telephone		This line covers the expense of telephone service for the entire City. The funds provide for local service, long distance, analog phone lines, Internet Circuits, DSL and Air Cards used by the Police Department, Fire Department and Inspections. AT&T (\$150K), Spectrum (\$15K), Verizon (\$60K), Segra (\$18K internert services)	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00	\$ 260,000.00
3250	Postage		This covers postage used by IT.	\$ 40.00	\$ 200.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		This covers the cost of any copies made by the IT Department.	\$ -	\$ 100.00	\$ 100.00	\$ 100.00
3511	Building Maintenance		These funds will be used for necessary Building Maintenance. (Madison Ave. Building Construction Costs \$30,000 (fixing the roof and HVAC problems) (receiving pallets of equipment, getting equipment tagged and deployed); Fiber Install \$6,000; Network Equipment \$3,000; Cameras & Cables \$2,500; Security System \$1,500)	\$ 15,200.00	\$ 43,000.00	\$ -	\$ -
3522	Machine/Equipment Maintenance		This is for machine maintenance for the wide format printer used by Engineering and Planning Departments.	\$ 525.00	\$ 1,700.00	\$ 600.00	\$ 600.00
3950	Education Reimbursement		This is to cover reimbursement for college course work.	\$ 3,300.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
4211	Cisco Smart Net Maintenance		Software/Hardware support for telephone system and Webex.	\$ 33,000.00	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00
4221	Software License Fees	Y	This line covers the cost of software maintenance for existing City software.	\$ 590,370.00	\$ 807,110.00	\$ 596,960.00	\$ 596,960.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00
4912	Fees & Dues	Y		\$ -	\$ 500.00	\$ -	\$ -
4990	Equipment Expense		These funds will be used to install new equipment and replace aging equipment. Buffalo Terastations Video Storage \$12,000; IT lpad\$ \$1,600	\$ 59,300.00	\$ 14,100.00	\$ 12,000.00	\$ 12,000.00
<b>Total Operating Expenditures</b>				<b>\$ 1,043,731.54</b>	<b>\$ 1,356,673.00</b>	<b>\$ 985,302.00</b>	<b>\$ 985,302.00</b>
5202	Technology Capital			\$ 16,100.00	\$ -	\$ -	\$ -
5200A	Technology Lease-FY21		Drones and IT Lease for City-wide computer replacement: IT Lease for desktops, laptops, servers, storage - \$688,719; High-end Public Safety Drone (thermal imaging, 50 minute flight time, high-end zoom, location mapping) - \$35,000, Fiber Optic tools - \$6,500	\$ 63,364.00	\$ 688,719.00	\$ 353,500.00	\$ 353,500.00
5219	Network Equipment				\$ 41,500.00	\$ 20,000.00	\$ 20,000.00
5423	Crew-Cab Pick-Up Truck		IT Replacement Vehicles	\$ -	\$ 59,000.00	\$ 32,000.00	\$ 32,000.00
5469	Utility Van		IT Replacement Vehicles	\$ -	\$ 56,000.00	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 79,464.00</b>	<b>\$ 845,219.00</b>	<b>\$ 405,500.00</b>	<b>\$ 405,500.00</b>

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <b>Fund:</b> 11-General Fund <b>Dept. Head-Scott Williams</b> <b>Dept #:</b> Information Technology - 1030 <b>Division:</b> ~ - 1030							
<div>Blue Font - Detail Schedule Requested</div> <div>Green Cell - Department Input</div>							
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	
Total Debt Service			\$ -	\$ -	\$ -	\$ -	
Total Information Technology-- Budget			\$ 1,773,054.25	\$ 3,114,830.48	\$ 2,074,759.33	\$ 2,074,759.33	

CAPITAL OUTLAY Fiscal Year FY20-21																	
Fund:		11-General Fund				Dept. Head-Scott Williams											
Dept #:		Information Technology - 1030															
Division:		~ - 1030															
	Current Asset Information										Replacement Asset Information						
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5219	N/A	Addition	N/A	N/A	N/A				N	1	Fiber Finder Kit	FiberFinder Kit, including TG-300B Tone Generator & LFD-300B Live Fiber Identifier	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	Y
												DJI Matrice 300 (50 min flight time, Public Safety, Mapping, High End Zoom and Thermal Cameras)					
2	5219	N/A	Addition	N/A	N/A	N/A				N	3		Drone	\$ 35,000.00	\$ 13,500.00	\$ 13,500.00	N
												2020 Ford F-250 CrewCab 4x4 (Replace Green 2001 Malibu)	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibus. Both IT cars are old and very weathered and should be replaced.	\$ 31,000.00	\$ 32,000.00	\$ 32,000.00	Y
3	5423	A899	2001 Cheverolet Malibu	\$ 13,771.68	91,000	\$ 600.00	\$ 534.42	\$ 202.59	\$ 75.60	N	1			\$ 31,000.00	\$ 32,000.00	\$ 32,000.00	Y
4	5423	N/A	Addition	N/A	N/A	N/A				N	2	Ford F-250 CrewCab	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibus and Van. All IT vehicles are old and very weathered and should be replaced.	\$ 28,000.00	\$ -	\$ -	N
5	5469	A927	2002 Cheverolet Malibu	\$ 13,778.31	64,000	\$ 600.00	\$ 152.93	\$ 209.71	\$ 78.94	N	1	Ford Transit 250 XL (Replace Green 2002 Malibu) (20)	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibus. Both IT cars are old and very weathered and should be replaced.	\$ 31,000.00	\$ -	\$ -	N
6	5469	B733	1997 Van E-150	\$ 14,249.02	Broken Odometer	\$ 500.00	\$ 704.65	\$ 2,684.88	\$ 592.70	N	3	Ford Econoline Van (E350) (7) (Replace 1997 Van)	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Van. The Van is old and very weathered and should be replaced.	\$ 25,000.00	\$ -	\$ -	N
7	5200A	N/A	Computer Replacement Schedule	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved \$35050 to UF(4174), \$1566 to Strmwtr(4137) & \$4665 toT&T(9077)-seq #127 Capital Outlay	\$ 688,719.00	\$ 353,500.00	\$ 353,500.00	Y
8																	
9																	
10																	
Total Capital Outlay Reques				\$ 41,799.01		\$ 1,700.00	\$ 1,392.00	\$ 3,097.18	\$ 747.24					\$ 845,219.00	\$ 405,500.00	\$ 405,500.00	



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Scott Williams

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	RDBA Support for our Oracle Databases - Previously split between IT (\$14,000) and Utility funds (\$14,000). Future funds will all come from IT.	\$ 14,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	
2	Remote Network Services	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
3	Imaging Personnel Records	\$ -	\$ 18,000.00	\$ -	\$ -	
4	Network penetration testing (FY19 Audit Dixon Hughes Goodman - item that was on the list to IT)	\$ -	\$ 21,000.00	\$ -	\$ -	
5	Migrate Vision Software for PD from current DOS based Program		\$ 8,000.00	\$ -	\$ -	
6						
7						
8						
9						
10						
Total - 1991 Consultant Fees		\$ 16,000.00	\$ 77,000.00	\$ 30,000.00	\$ 30,000.00	

## SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Scott Williams

Dept #: Information Technology - 1030

Division: ~ - 1030

Account: 2323 Other Training

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

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund: 11-General Fund				Dept. Head-Scott Williams			
Dept #: Information Technology - 1030							
Division: ~ - 1030							
Account: 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		CIO School of Government (CIO SOG) Class Travel		\$ 2,000.00	\$ -	\$ -	
2		CIO SOG Forum and Executive IT Summit (December)		\$ 300.00	\$ -	\$ -	
3		Energov Travel		\$ 2,000.00	\$ -	\$ -	
4		Network Interop Travel		\$ 2,000.00	\$ -	\$ -	
5		Laserfiche Travel		\$ 2,000.00	\$ -	\$ -	
6		NC Digital Summit		\$ 300.00	\$ 300.00	\$ 300.00	
7		NCLGISA Fall Conference - Ashville, NC (3days) - 4 Staff	\$ 3,292.35	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
8		NCLGISA Spring Conference - Wilmington, NC (3days) - 4 Staff	\$ 3,300.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
9		Misc Tech Events	\$ 1,104.95	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
10		Per CM/ACM cut to FY20 Adopted			\$ (2,100.00)	\$ (2,100.00)	
11		Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (2,310.00)	\$ (2,310.00)	
12							
		<b>Total - 3121 Travel</b>	<b>\$ 7,697.30</b>	<b>\$ 18,100.00</b>	<b>\$ 5,390.00</b>	<b>\$ 5,390.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21				
Fund: 11-General Fund				Dept. Head-Scott Williams				
Dept #: Information Technology - 1030								
Division: ~ - 1030								
Account: 4221 Software License Fees								
Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	CM	1012	Granicus Agenda Manager			\$ 10,500.00	\$ 10,500.00	
2	CM	1012	Granicus Vote Cast			\$ 4,000.00	\$ 4,000.00	
3	CM	1012	Granicus Streaming			\$ 6,700.00	\$ 6,700.00	
4	IT	1030	Tegile Support (5S)			\$ -	\$ -	Cuts from IT Jamie/Scott.
5	IT	1030	Archive Social			\$ 7,200.00	\$ 7,200.00	
6								
7	IT	1030	CitySourced			\$ 8,000.00	\$ 8,000.00	
8								
9	PLANNING	3151	ESRI			\$ 40,000.00	\$ 40,000.00	
10	PLANNING	3151	ESRI ArcGis Utility Network Management			\$ 3,000.00	\$ 3,000.00	
11								
12	POLICE	6121	Police - Professional Standards Module (Central Square)			\$ 1,760.00	\$ 1,760.00	
13	POLICE	6121	Police - MFR Annual Maintenance (Central Square)			\$ 5,000.00	\$ 5,000.00	
14	POLICE	6121	Police - CrimeView & Crime Mapping			\$ 14,000.00	\$ 14,000.00	
15	POLICE	6121	Police - Crime Mapping (Migration)			\$ 5,000.00	\$ 5,000.00	
16	POLICE	6121	Police - CALEA Audit Software (Varonis)			\$ -	\$ -	Cuts from IT Jamie/Scott.
17	FIRE	5120	Fire - Department Incident Mapping (Migration)			\$ 5,000.00	\$ 5,000.00	
18								
19	IT	1030	Website Development Tools			\$ 500.00	\$ 500.00	Cuts from IT Jamie/Scott.
20	IT	1030	Digital River			\$ 300.00	\$ 300.00	
21	IT	1030	Keymetric Software			\$ 30.00	\$ 30.00	
22	IT	1030	SMS Text Fee			\$ 500.00	\$ 500.00	
23	IT	1030	SignalWire Short Code			\$ 7,000.00	\$ 7,000.00	
24								
25			Engineering Items:					
26	ENGINEER	4172	Bentley Systems - SewerGems (Paid w/WaterGems. Total Inv Pd 8,448.00)			\$ 4,400.00	\$ 4,400.00	
27	ENGINEER	4172	Bentley Systems - WaterGems	\$ 590,370.00		\$ 4,400.00	\$ 4,400.00	
28	ENGINEER	4172	Trimble Mobile/Arcpad (1yr)			\$ 100.00	\$ 100.00	
29	ENGINEER	4172	Trimble GPS Unit (2 yr warranty)			\$ 550.00	\$ 550.00	
30	ENGINEER	4172	Trimble Software Maint.			\$ 200.00	\$ 200.00	
31	ENGINEER	4172	GPS Survey Software Maintenance			\$ 1,200.00	\$ 1,200.00	
32	ENGINEER	4172	Civil 3D Autocad Subscription (3)			\$ 3,360.00	\$ 3,360.00	
33	ENGINEER	4172	Civil 3D Autocad Subscription-Traffic Engineer			\$ 2,730.00	\$ 2,730.00	
34								
35	FINANCE	4174	Ferguson Waterworks Sensus AMI Support					
36	FINANCE	4174	Analytic Annual Support					
37	FINANCE	4174	Sensus Annual RNI SAAS					
38	FINANCE	4174	Base Station Extended Warranty					

SUPPORTING SCHEDULE				Fiscal Year FY20-21				
Fund: 11-General Fund				Dept. Head-Scott Williams				
Dept #: Information Technology - 1030								
Division: ~ - 1030								
Account: 4221 Software License Fees								
Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
39								
40	FINANCE	4174	QS1 Support					
41								
42	FINANCE	2111	ACS-Finance, HR TCP Fees (expires April)					
43	FINANCE	2111	Banner Finance (Annual Maintenance)			\$ 36,750.00	\$ 36,750.00	
44	FINANCE	2111	Banner HR			\$ 2,205.00	\$ 2,205.00	
45	FINANCE	2111	Oracle RDBMS (04-14 thru 03-15) avenu			\$ 18,900.00	\$ 18,900.00	
46	FINANCE	2111	Oracle App Server			\$ 2,400.00	\$ 2,400.00	
47	FINANCE	2111	Oracle RDBMS (extra we purchased)			\$ -	\$ -	
48	FINANCE	2111	Oracle Application Server (CIS)			\$ 24,000.00	\$ 24,000.00	
49	FINANCE	2111	Oracle Database (CIS)			\$ 9,000.00	\$ 9,000.00	
50	FINANCE	2111	Oracle Application Server License (new in 2013)			\$ -	\$ -	
51	FINANCE	2111	Oracle Application Server Support (new in 2013)			\$ 3,400.00	\$ 3,400.00	
52								
53	FINANCE	2111	Banner Employee Self Service License			\$ 12,000.00	\$ 12,000.00	
54	FINANCE	2111	Banner Employee Self Service Support			\$ 2,400.00	\$ 2,400.00	
55								
56	IT	1030	Microfocus license 10 user license 1 devleoper IT-oracle-fprod - COBOL Support			\$ 400.00	\$ 400.00	
57	IT	1030	1 Net Express Support - FPROD			\$ 1,100.00	\$ 1,100.00	
58	IT	1030	Microfocus license FPROD			\$ 1,500.00	\$ 1,500.00	
59								
60	IT	1030	Identity Automation (2 Factor Authentication)			\$ 3,000.00	\$ 3,000.00	
61								
62	FINANCE	2111	Logics Software					
63	FINANCE	2111	Assessments \$2,029.00			\$ 2,500.00	\$ 2,500.00	Cuts from IT Jamie/Scott.
64	FINANCE	2111	UBB-8 user licenses for Assessments (incl above?)			\$ -	\$ -	Cuts from IT Jamie/Scott.
65	FINANCE	2111	Maintenance & Support - UBL DBMS Licenses			\$ 350.00	\$ 350.00	Cuts from IT Jamie/Scott.
66	FINANCE	2111	ICNETD-3 users for Fixed Assets (UBL DBMS Lic)			\$ -	\$ -	Cuts from IT Jamie/Scott.
67	FINANCE	2111	Tech Support \$792.00			\$ 1,000.00	\$ 1,000.00	Cuts from IT Jamie/Scott.
68	FINANCE	2111	ODBC Connectivity Software (UBL (2) (Classic DBMS Lic)			\$ 300.00	\$ 300.00	Cuts from IT Jamie/Scott.
69								
70	FINANCE	2111	AIG Technology-Doceserve Support (Software) - (SOFTDOCS)					
71	FINANCE	2111	Tech Support 1 year Doc-E-Serve			\$ 2,000.00	\$ 2,000.00	
72	FINANCE	2111	Formax Folder Sealer support			\$ 900.00	\$ 900.00	
73								
74	IT	1030	Palo Alto (Firewall Maitnenance)			\$ 6,500.00	\$ 6,500.00	
75	IT	1030	Palo Alto - Wildfire Sub			\$ 4,000.00	\$ 4,000.00	
76	IT	1030	Palo Alto - URL Filtering			\$ 4,000.00	\$ 4,000.00	

SUPPORTING SCHEDULE				Fiscal Year FY20-21				
Fund:		11-General Fund			Dept. Head-Scott Williams			
Dept #:		Information Technology - 1030						
Division:		~ - 1030						
Account:		4221	Software License Fees					
Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
77	IT	1030	Palo Alto - Threat Prevention			\$ 4,000.00	\$ 4,000.00	
78	IT	1030						
79			Ruckus			\$ 1,500.00	\$ 1,500.00	
80								
81	IT	1030	Terrastation Software Support			\$ 6,000.00	\$ 6,000.00	
82								
83	IT	1030	Solar Winds Network Monitoring Yearly License Fee (Engineer's Toolkit)			\$ 500.00	\$ 500.00	
84	IT	1030	Solar Winds Network Performance Monitor			\$ 2,200.00	\$ 2,200.00	
85	IT	1030	SolarWinds Virtualization Manager VM16 (with 1 yr maint)			\$ 1,400.00	\$ 1,400.00	
86	IT	1030	SolarWinds Virtualization Manager VM16 Upgrade (with 1 yr maint)			\$ -	\$ -	Cuts from IT Jamie/Scott.
87	IT	1030	SolarWinds Network Performance Monitor			\$ 9,400.00	\$ 9,400.00	
88	IT	1030	SolarWinds Secure Event Manager			\$ 4,900.00	\$ 4,900.00	
89								
90	IT	1030	Dameware (Solar Winds Dameware Remote Support)			\$ 700.00	\$ 700.00	
91	IT	1030	5 License			\$ 1,250.00	\$ 1,250.00	
92								
93	IT	1030	SolarWinds Serv-U Managed File Transfer			\$ 650.00	\$ 650.00	
94								
95	IT	1030	Track-it (Was Numara software, now BMC Software) yearly maintenance			\$ 2,000.00	\$ 2,000.00	
96	IT	1030	Add 5 Users			\$ 3,000.00	\$ 3,000.00	
97								
98	IT	1030	Brady Services (Security System Support)			\$ 12,000.00	\$ 12,000.00	Cuts from IT Jamie/Scott.
99								
100	IT	1030	Video Insight Enterprise Server Softwaer License (All Campus Security)			\$ 1,200.00	\$ 1,200.00	
101								
102	IT	1030	Microsoft Enterprise Agreement & O365			\$ 135,000.00	\$ 135,000.00	Cuts from IT Jamie/Scott.
103								
104	INSP	1024	Energov Software Maintenance (Inspections Permits & Planning)			\$ 31,000.00	\$ 31,000.00	
105								
106	IT	1030	Unitrends Backup Software			\$ 4,000.00	\$ 4,000.00	
107	IT	1030	Unitrends Office 365 Online Backup			\$ 25,000.00	\$ 25,000.00	Cuts from IT Jamie/Scott.
108								
109	IT	1030	Symantec Endpoint Protection Essential Support Renewal - 400 users			\$ -	\$ -	Cuts from IT Jamie/Scott.
110	IT	1030	Change AntiVirus Software to Trend Micro (renewal yearly)			\$ 9,630.00	\$ 9,630.00	
111								
112	FIRE	5120	Fire - ESO FireHouse Yearly Maintenance			\$ 1,850.00	\$ 1,850.00	

## SUPPORTING SCHEDULE

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

Fiscal Year FY20-21  
 Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
113	FIRE	5120	Fire - ESO FireHouse Yearly Maintenance'-7 Users			\$ 1,900.00	\$ 1,900.00	
114	FIRE	5120	Fire - ESO FireHouse iPad Support (2)			\$ 300.00	\$ 300.00	
115	FIRE	5120	Fire - ESO FARO Technologies Inc			\$ 1,000.00	\$ 1,000.00	
116								
117	PW-GARAGE	1114	Garage:					
118	PW-GARAGE	1114	RTA Yearly Maintenance (Garage Software)			\$ 3,600.00	\$ 3,600.00	
119	PW-GARAGE	1114	Pro-Link Edge Master Kit Scan Tool			\$ 9,300.00	\$ 9,300.00	
120	PW-GARAGE	1114	Mitchell Maintenance Software---Diagnose problems with vehciles					
121	PW-GARAGE	1114	Mitchell1 - WEBGVTT - ONDEMAND5.com Government Subscription			\$ 1,800.00	\$ 1,800.00	
122	PW-GARAGE	1114	Web MTR Government Sub			\$ 950.00	\$ 950.00	
123								
124	PW-GARAGE	1114	OBDII Emissions Test Unit Extended Service Contract (Opus)			\$ 800.00	\$ 800.00	
125	PW-GARAGE	1114	Opus Inspection ESP Service Fee			\$ 250.00	\$ 250.00	
126								
127	PW-GARAGE	1114	NED Engine Diagnostics			\$ 700.00	\$ 700.00	
128								
129	PW-GARAGE	1114	JPRO Maintenance Software NEXT STEP (JPRO Commercial Fleet Diagnostics)			\$ 1,000.00	\$ 1,000.00	
130								
131	PW-GARAGE	1114	Caterpillar Maintenance Software (Electronic Technician 2010c v 1.0)(Gregory Poole)			\$ 900.00	\$ 900.00	
132								
133	PW-GARAGE	1114	Cummins Maintenance Software (Insite Service) (Engines)			\$ 1,400.00	\$ 1,400.00	
134								
135	IT	1030	Laserfiche Annual Maintenance (MCCI 37613)			\$ 10,500.00	\$ 10,500.00	
136	IT	1030	Laserfiche License Expense (15)			\$ 12,000.00	\$ 12,000.00	
137								
138	PW-CEMETARY	1142	Pontem Cemetary Software			\$ 1,100.00	\$ 1,100.00	
139								
140	PW-PU	1111	City Works Software Maintenance (ELA logins) - Changing by Dre to Public Utilities Budgets			\$ -	\$ -	Cuts from IT Jamie/Scott.
141								
142	IT	1030	Adobe Acrobat (17)			\$ 3,400.00	\$ 3,400.00	
143	IT	1030	Adobe Creative Cloud (10)			\$ 10,000.00	\$ 10,000.00	
144	IT	1030	Adobe Photoshop (3)			\$ 600.00	\$ 600.00	
145								
146	IT	1030	PDQ Inventory/ Deploy Licenses			\$ 2,250.00	\$ 2,250.00	
147								
148	IT	1030	Barracuda Mail Archiver			\$ 8,200.00	\$ 8,200.00	

SUPPORTING SCHEDULE				Fiscal Year FY20-21				
Fund:		11-General Fund			Dept. Head-Scott Williams			
Dept #:		Information Technology - 1030						
Division:		~ - 1030						
Account:		4221	Software License Fees					
Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
149								
150	IT	1030	Sony Vegas (via Magix.com)			\$ 800.00	\$ 800.00	
151	IT	1030	WireCast			\$ 250.00	\$ 250.00	
152	IT	1030	WireCast License			\$ 500.00	\$ 500.00	
153								
154	IT	1030	SingleWire Maintenance (50 Users)			\$ 800.00	\$ 800.00	
155								
156	IT	1030	Survey Monkey			\$ 400.00	\$ 400.00	
157								
158	IT	1030	Netmotion Maintenance			\$ 8,500.00	\$ 8,500.00	
159								
160	IT	1030	UPS Maintenance			\$ 5,000.00	\$ 5,000.00	
161								
162	IT	1030	GoDaddy Renewal for Several Sites/SSL			\$ 1,500.00	\$ 1,500.00	
163	IT	1030	GoDaddy Domain Registration			\$ 1,000.00	\$ 1,000.00	
164								
165	CM	1012	City Clerk - SoniClear			\$ 500.00	\$ 500.00	
166								
167	IT	1030	Video Blocks Renewal			\$ 150.00	\$ 150.00	
168	IT	1030	Story Blocks Renewal			\$ 150.00	\$ 150.00	
169	IT	1030	Audio Blocks Renewal			\$ 100.00	\$ 100.00	
170								
171	IT	1030	IPVM Video Surveillance			\$ 200.00	\$ 200.00	
172								
173	IT	1030	Tokay Software (Backflow Prevention Management Software, Annual renewal)			\$ 550.00	\$ 550.00	
174								
175	IT	1030	SA International (Garage)			\$ 600.00	\$ 600.00	
176								
177	IT	1030	Botkind Allways Sync Pro			\$ 200.00	\$ 200.00	
178								
179	FINANCE	2111	RedHat Enterprise Premium Renewal (Banner App Server OS)			\$ 1,100.00	\$ 1,100.00	
180								
181	IT	1030	Vecmar			\$ 200.00	\$ 200.00	
182								
183	IT	1030	Baracuda Energizer Updates			\$ -	\$ -	Cuts from IT Jamie/Scott.
184	IT	1030	Baracuda Instant Replacement			\$ -	\$ -	Cuts from IT Jamie/Scott.
185	IT	1030	IT Software			\$ -	\$ -	Cuts from IT Jamie/Scott.
186	IT	1030	Palo Alto - iOS VPN Solution			\$ -	\$ -	Cuts from IT Jamie/Scott.



<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>				
<b>Fund:</b> 11-General Fund				<b>Dept. Head-Scott Williams</b>				
<b>Dept #:</b> Information Technology - 1030								
<b>Division:</b> ~ - 1030								
<b>Account:</b> 4221 Software License Fees								
Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
187	IT	1030	Camera Intergration for Open Options			\$ -	\$ -	Cuts from IT Jamie/Scott.
188	IT	1030	Netmotion Licenses 40 Users (New Add On for FY 20-21)			\$ -	\$ -	Cuts from IT Jamie/Scott.
189	IT	1030	Camera Software (TSFV)			\$ -	\$ -	Cuts from IT Jamie/Scott.
190	CM	1012	Strategy and Performance Management Support			\$ -	\$ -	Cuts from IT Jamie/Scott.
191			Difference		\$ 807,110.00	\$ (28,705.00)	\$ (28,705.00)	
192								
			<b>Total - 4221 Software License Fees</b>	<b>\$ 590,370.00</b>	<b>\$ 807,110.00</b>	<b>\$ 596,960.00</b>	<b>\$ 596,960.00</b>	

SUPPORTING SCHEDULE			Fiscal Year FY20-21				
Fund: 11-General Fund			Dept. Head-Scott Williams				
Dept #: Information Technology - 1030							
Division: ~ - 1030							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Loan Initiation Fee for IT Lease - this will be included in capital outlay amount with other loan costs.	\$ -	\$ 500.00	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 4912 Fees & Dues	\$ -	\$ 500.00	\$ -	\$ -	

## **FISCAL YEAR 2020-2021 BUDGET**

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

#### **DEPARTMENT OVERVIEW:**

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

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

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

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

- Acquiring additional manning commensurate with the overall level of need in each division to ensure continued success of the department
- Rising costs associated with the maintenance and operation of an aging equipment fleet, as well as City infrastructure and facilities
- Acquiring funding for significant Public Works Compound repairs, including refurbishing the old car wash, replacing the rusted and decrepit perimeter fence, etc.



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		1111	Public Works		~ = Division by Zero						
Division:		1111	Public Works - Admin.		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 209,325.63	\$ 221,356.01	\$ 221,356.01	\$ 221,210.40	\$ 222,451.30	0.49%	\$ 222,451.30	0.49%	\$ 222,451.30	0.49%
1220	Salaries & Wages Overtime	\$ 2,326.14			\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 1,487.35	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%	\$ 1,440.00	0.00%
1275	Salaries & Wages Bonus	\$ 1,389.69	\$ -	\$ -	\$ 1,237.99	\$ 1,245.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 600.08	\$ -	\$ -	\$ 600.00	\$ 900.00	~	\$ -	*	\$ -	*
1810	Social Security	\$ 16,585.28	\$ 17,045.73	\$ 17,045.73	\$ 17,173.36	\$ 17,291.78	1.44%	\$ 17,127.68	0.48%	\$ 17,127.68	0.48%
1821	NCLGERS-Retirement	\$ 17,324.43	\$ 19,966.03	\$ 19,966.03	\$ 22,452.85	\$ 22,942.68	14.91%	\$ 22,859.30	14.49%	\$ 22,859.30	14.49%
1822	401-K Retirement	\$ 7,766.08	\$ 8,854.28	\$ 8,854.28	\$ 8,848.42	\$ 9,041.45	2.11%	\$ 8,955.65	1.14%	\$ 8,955.65	1.14%
1830	Hospital Insurance	\$ 19,038.46	\$ 19,080.00	\$ 19,080.00	\$ 19,620.00	\$ 19,620.00	2.83%	\$ 19,620.00	2.83%	\$ 19,620.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 122.71	\$ -	\$ -	\$ 114.48	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ 491.00	\$ 105.00	*	\$ 105.00	*	\$ 105.00	*
1860	Worker's Compensation	\$ 474.00	\$ 498.00	\$ 498.00	\$ 500.00	\$ 512.00	2.81%	\$ 512.00	2.81%	\$ 512.00	2.81%
	Total Salaries & Benefits	\$ 276,439.85	\$ 288,240.05	\$ 288,240.05	\$ 293,688.50	\$ 295,663.69	2.58%	\$ 293,185.42	1.72%	\$ 293,185.42	1.72%
2121	Uniforms	\$ 433.75	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	*	\$ 450.00	*	\$ 450.00	*
2123	Protective Clothing		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
2124	Shoes-Steel Toe	\$ -	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	*	\$ 180.00	*	\$ 180.00	*
2203	Employee Appreciation	\$ 1,394.00	\$ 1,376.00	\$ 1,376.00	\$ 1,400.00	\$ 1,424.00	3.49%	\$ 1,424.00	3.49%	\$ 1,424.00	3.49%
2323	Other Training	\$ 35.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%
2501	Vehicle Operation/Maintenance	\$ 482.81	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 375.00	*	\$ 375.00	*
2502	Vehicle Fuel	\$ 256.53	\$ 700.00	\$ 700.00	\$ 300.00	\$ 700.00	0.00%	\$ 525.00	-25.00%	\$ 525.00	-25.00%
2598	Fuel Tank Maintenance	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	0.00%	\$ 1,260.00	0.00%	\$ 1,260.00	0.00%
2601	Office Supplies	\$ 1,893.25	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,500.00	0.00%	\$ 2,625.00	-25.00%	\$ 2,625.00	-25.00%
2993	Operational Supplies	\$ 7,293.01	\$ 14,500.00	\$ 23,020.00	\$ 20,000.00	\$ 15,000.00	3.45%	\$ 8,375.00	-42.24%	\$ 8,375.00	-42.24%
2994	Tools	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3121	Travel	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 400.00	\$ 1,000.00	0.00%	\$ 500.00	*	\$ 500.00	*
3250	Postage	\$ 12.97	\$ 10.00	\$ 10.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
3310	Electricity	\$ 101,495.06	\$ 105,000.00	\$ 105,000.00	\$ 115,000.00	\$ 115,000.00	9.52%	\$ 78,750.00	-25.00%	\$ 78,750.00	-25.00%
3330	Natural Gas	\$ 25,162.84	\$ 25,000.00	\$ 25,000.00	\$ 22,000.00	\$ 25,000.00	0.00%	\$ 18,750.00	-25.00%	\$ 18,750.00	-25.00%
3410	Printing	\$ -	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
3421	Copy Machine Cost	\$ 1,982.31	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00	0.00%	\$ 2,900.00	0.00%	\$ 2,900.00	0.00%
3914	Contract Services	\$ 15,900.00	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00	0.00%	\$ 21,375.00	0.00%	\$ 21,375.00	0.00%
3950	Education Reimbursement		\$ 1,100.00	\$ 1,100.00	\$ -	\$ 2,500.00	127.27%	\$ 550.00	-50.00%	\$ -	*
4221	Software License Fees	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	~	\$ 15,000.00	~	\$ -	*
4511	Multi-Peril Insurance	\$ 16,010.00	\$ 16,811.00	\$ 16,811.00	\$ 16,674.00	\$ 18,034.00	7.27%	\$ 18,034.00	7.27%	\$ 18,034.00	7.27%
4521	Auto Liability	\$ 1,532.00	\$ 1,609.00	\$ 1,609.00	\$ 1,483.00	\$ 1,557.00	-3.23%	\$ 1,557.00	-3.23%	\$ 1,557.00	-3.23%
4541	Employee Personal Liability	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	*	\$ 9.00	*	\$ 9.00	*
4912	Fees & Dues	\$ -	\$ 350.00	\$ 350.00	\$ -	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
9561	Office Supplies	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
	Total Operating Expenditures	\$ 175,152.53	\$ 199,380.00	\$ 207,900.00	\$ 206,981.00	\$ 227,539.00	14.12%	\$ 174,289.00	-12.58%	\$ 174,289.00	-12.58%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET											
Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		1111 Public Works		~ = Division by Zero							
Division:		1111 Public Works - Admin.		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Public Works - Admin. Budget	\$ 451,592.38	\$ 487,620.05	\$ 496,140.05	\$ 500,669.50	\$ 523,202.69	7.30%	\$ 467,474.42	-4.13%	\$ 467,474.42	-4.13%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 1111</b>					
<b>Division:</b>		<b>Public Works - Admin. - 1111</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular			\$ 221,210.40	\$ 222,451.30	\$ 222,451.30	\$ 222,451.30
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -	\$ -
1224	Cell Phone Stipend			\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1275	Salaries & Wages Bonus			\$ 1,237.99	\$ 1,245.00	\$ -	\$ -
1278	Wellness Earnings			\$ 600.00	\$ 900.00	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,173.36	\$ 17,291.78	\$ 17,127.68	\$ 17,127.68
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 22,452.85	\$ 22,942.68	\$ 22,859.30	\$ 22,859.30
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,848.42	\$ 9,041.45	\$ 8,955.65	\$ 8,955.65
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 19,620.00	\$ 19,620.00	\$ 19,620.00	\$ 19,620.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 114.48	\$ 114.48	\$ 114.48	\$ 114.48
1850	Unemployment Compensation		Provided by Finance	\$ 491.00	\$ 105.00	\$ 105.00	\$ 105.00
1860	Worker's Compensation		Provided by Finance	\$ 500.00	\$ 512.00	\$ 512.00	\$ 512.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 293,688.50</b>	<b>\$ 295,663.69</b>	<b>\$ 293,185.42</b>	<b>\$ 293,185.42</b>
2121	Uniforms		Uniform Coats and Shirts for 3 Employees	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
2123	Protective Clothing			\$ -	\$ -	\$ -	\$ -
2124	Shoes-Steel Toe		2 Employees @90.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00
2203	Employee Appreciation			\$ 1,400.00	\$ 1,424.00	\$ 1,424.00	\$ 1,424.00
<b>2323</b>	<b>Other Training</b>	<b>Y</b>	Chemical Spill, APWA Conference, Profesional Development	<b>\$ -</b>	<b>\$ 1,500.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>
2501	Vehicle Operation/Maintenance		One Vehicle assigned to Admin Department	\$ 300.00	\$ 500.00	\$ 375.00	\$ 375.00
2502	Vehicle Fuel		Fuel Costs for Admin Vehicle	\$ 300.00	\$ 700.00	\$ 525.00	\$ 525.00
2598	Fuel Tank Maintenance		NC Regulatory fee for 3 Underground fuel Tanks	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00
2601	Office Supplies			\$ 3,000.00	\$ 3,500.00	\$ 2,625.00	\$ 2,625.00
2993	Operational Supplies		Items such as IT support equipment, chairs, desks, paper goods, trash liners etc. Annual sprinkler inspection and annual Fire extinguisher inspection.	\$ 20,000.00	\$ 15,000.00	\$ 8,375.00	\$ 8,375.00
2994	Tools			\$ -	\$ -		
<b>3121</b>	<b>Travel</b>	<b>Y</b>	Travel for Ed. Workshops/Conferences	<b>\$ 400.00</b>	<b>\$ 1,000.00</b>	<b>\$ 500.00</b>	<b>\$ 500.00</b>
3250	Postage		Estimated on FY19-20 usage	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
3310	Electricity		Projected cost extrapolated from usage to date (8 mths)	\$ 115,000.00	\$ 115,000.00	\$ 78,750.00	\$ 78,750.00
3330	Natural Gas		Projected cost extrapolated from usage to date (8 mths)	\$ 22,000.00	\$ 25,000.00	\$ 18,750.00	\$ 18,750.00
3410	Printing		Misc. Printing needs	\$ -	\$ 50.00	\$ 50.00	\$ 50.00
3421	Copy Machine Cost			\$ 2,900.00	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00
<b>3914</b>	<b>Contract Services</b>	<b>Y</b>	Janitorial Contract	<b>\$ 21,375.00</b>	<b>\$ 21,375.00</b>	<b>\$ 21,375.00</b>	<b>\$ 21,375.00</b>
3950	Education Reimbursement		Donald Edge- Deputy Director	\$ -	\$ 2,500.00	\$ 550.00	\$ 550.00
4221	Software License Fees		City Works Annual Maintenance	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 1111</b>					
<b>Division:</b>		<b>Public Works - Admin. - 1111</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4511	Multi-Peril Insurance		Provided by Finance	\$ 16,674.00	\$ 18,034.00	\$ 18,034.00	\$ 18,034.00
4521	Auto Liability		Provided by Finance	\$ 1,483.00	\$ 1,557.00	\$ 1,557.00	\$ 1,557.00
4541	Employee Personal Liability		Provided by Finance	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00
4912	Fees & Dues	Y	APWA, AWWA, EWWN dues	\$ -	\$ 350.00	\$ 350.00	\$ 350.00
9561	Office Supplies		Calenders	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
<b>Total Operating Expenditures</b>				<b>\$ 206,981.00</b>	<b>\$ 227,539.00</b>	<b>\$ 174,289.00</b>	<b>\$ 174,289.00</b>
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Public Works-Public Works - Admin. Budget</b>				<b>\$ 500,669.50</b>	<b>\$ 523,202.69</b>	<b>\$ 467,474.42</b>	<b>\$ 467,474.42</b>



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1111

Division: Public Works - Admin. - 1111

Account: 2323 Other Training

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Chemical Spill Response 2 employees @ 100		\$ 200.00	\$ 200.00	\$ 200.00	
2	APWA Conference 2 Employees		\$ 500.00	\$ -	\$ -	
3	Profesional Development courses for PW Deputy Director		\$ 600.00	\$ 600.00	\$ 600.00	
4	Continueing Education for Admin. Assistant		\$ 200.00	\$ 200.00	\$ 200.00	
5						
6						
7						
8						
9						
10						
	<b>Total - 2323 Other Training</b>	\$ -	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1111

Division: Public Works - Admin. - 1111

Account: 3121 Travel

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Travel expenses for educational workshops/Conferences	\$ 400.00	\$ 1,000.00	\$ 500.00	\$ 500.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3121 Travel</b>	<b>\$ 400.00</b>	<b>\$ 1,000.00</b>	<b>\$ 500.00</b>	<b>\$ 500.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1111

Division: Public Works - Admin. - 1111

Account: 3914 Contract Services

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Janitorial Contract- PW Complex	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00	\$ 21,375.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3914 Contract Services</b>	<b>\$ 21,375.00</b>	<b>\$ 21,375.00</b>	<b>\$ 21,375.00</b>	<b>\$ 21,375.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Rick Fletcher</b>			
<b>Dept #: Public Works - 1111</b>							
<b>Division: Public Works - Admin. - 1111</b>							
<b>Account: 4912 Fees &amp; Dues</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Funds for Membership to APWA, AWWA, EWWN Etc.		\$ 350.00	\$ 350.00	\$ 350.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ -</b>	<b>\$ 350.00</b>	<b>\$ 350.00</b>	<b>\$ 350.00</b>	

## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: GARAGE DIVISION

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		1114	Public Works		~ = Division by Zero						
Division:		1114	Garage		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 456,344.54	\$ 467,764.92	\$ 467,764.92	\$ 478,719.08	\$ 517,224.60	10.57%	\$ 520,638.51	11.30%	\$ 520,638.51	11.30%
1220	Salaries & Wages Overtime	\$ 1,635.79	\$ 2,030.10	\$ 2,030.10	\$ 1,000.00	\$ 2,000.00	-1.48%	\$ 2,000.00	-1.48%	\$ 2,000.00	-1.48%
1260	Salaries & Wages Part-Time	\$ 4,042.86	\$ 9,000.00	\$ 9,000.00	\$ 18,510.00	\$ 18,510.00	105.67%	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 5,095.53	\$ -	\$ -	\$ 4,950.00	\$ 5,400.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,446.48	\$ -	\$ -	\$ 3,300.00	\$ 3,600.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 957.03			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 35,080.39	\$ 36,628.08	\$ 36,628.08	\$ 38,745.65	\$ 41,825.20	14.19%	\$ 39,981.85	9.16%	\$ 39,981.85	9.16%
1821	NCLGERS-Retirement	\$ 37,814.94	\$ 43,187.33	\$ 43,187.33	\$ 51,407.63	\$ 55,493.56	28.50%	\$ 53,361.39	23.56%	\$ 53,361.39	23.56%
1822	401-K Retirement	\$ 16,841.71	\$ 19,151.96	\$ 19,151.96	\$ 20,259.16	\$ 21,869.38	14.19%	\$ 20,905.54	9.16%	\$ 20,905.54	9.16%
1830	Hospital Insurance	\$ 67,733.13	\$ 69,960.00	\$ 69,960.00	\$ 71,940.00	\$ 78,480.00	12.18%	\$ 78,480.00	12.18%	\$ 78,480.00	12.18%
1835	Group Term Life Insurance Coverage	\$ 447.02	\$ -	\$ -	\$ 457.92	\$ 457.92	*	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 225.00	*	\$ 225.00	*	\$ 225.00	*
1860	Worker's Compensation	\$ 2,358.00	\$ 2,476.00	\$ 2,476.00	\$ 2,642.00	\$ 2,549.00	2.95%	\$ 2,549.00	2.95%	\$ 2,549.00	2.95%
	Total Salaries & Benefits	\$ 630,797.42	\$ 650,198.39	\$ 650,198.39	\$ 691,931.44	\$ 747,634.66	14.99%	\$ 718,599.21	10.52%	\$ 718,599.21	10.52%
1932	Medical Exams	\$ 123.00	\$ -	\$ -	\$ 100.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
1991	Consultant Fees	\$ -	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -	*	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 354.66	\$ 450.00	\$ 450.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2121	Uniforms	\$ 8,402.86	\$ 10,000.00	\$ 10,000.00	\$ 13,000.00	\$ 13,500.00	35.00%	\$ 13,500.00	35.00%	\$ 13,500.00	35.00%
2123	Protective Clothing	\$ 256.20	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	*	\$ 450.00	*	\$ 450.00	*
2124	Shoes-Steel Toe	\$ 1,243.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,360.00	13.33%	\$ 1,360.00	13.33%	\$ 1,360.00	13.33%
2323	Other Training	\$ 1,337.85	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	0.00%	\$ 1,365.00	-30.00%	\$ 1,365.00	-30.00%
2501	Vehicle Operation/Maintenance	\$ 2,825.07	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 2,000.00	-42.86%	\$ 1,125.00	-67.86%	\$ 1,125.00	-67.86%
2502	Vehicle Fuel	\$ 2,152.77	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,500.00	0.00%	\$ 1,875.00	-25.00%	\$ 1,875.00	-25.00%
2511	Oil & Lubricants	\$ 30,461.93	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%
2520	Tires & Tubes	\$ 132,517.21	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	0.00%	\$ 157,500.00	-10.00%	\$ 157,500.00	-10.00%
2521	Tire Repairs	\$ 18,583.99	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2531	Automotive Parts	\$ 349,611.59	\$ 355,000.00	\$ 356,335.00	\$ 356,335.00	\$ 350,000.00	-1.41%	\$ 315,000.00	-11.27%	\$ 315,000.00	-11.27%
2592	Gasoline	\$ 511,374.32	\$ 500,000.00	\$ 500,000.00	\$ 510,000.00	\$ 525,000.00	5.00%	\$ 450,000.00	-10.00%	\$ 450,000.00	-10.00%
2593	Batteries	\$ 10,969.40	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2595	Car Wash	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2596	Diesel Fuel	\$ 288,603.22	\$ 333,900.00	\$ 333,900.00	\$ 275,000.00	\$ 330,000.00	-1.17%	\$ 248,025.00	-25.72%	\$ 248,025.00	-25.72%
2601	Office Supplies	\$ 2,345.89	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
2993	Operational Supplies	\$ 13,090.68	\$ 16,500.00	\$ 16,500.00	\$ 16,500.00	\$ 16,500.00	0.00%	\$ 12,375.00	-25.00%	\$ 12,375.00	-25.00%
2994	Tools	\$ 7,735.03	\$ 8,850.00	\$ 8,850.00	\$ 8,850.00	\$ 8,850.00	0.00%	\$ 6,637.00	-25.01%	\$ 6,637.00	-25.01%
2995	Welding Supplies	\$ 3,068.64	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2999	Welding Gases	\$ 570.78	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3121	Travel	\$ 896.43	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 1,000.00	-60.00%	\$ 250.00	*	\$ 250.00	*
3210	Telephone	\$ 1,718.79	\$ 2,500.00	\$ 2,500.00	\$ 2,160.00	\$ 2,160.00	-13.60%	\$ 2,160.00	-13.60%	\$ 2,160.00	-13.60%
3250	Postage	\$ 0.47	\$ 10.00	\$ 10.00	\$ -	\$ 10.00	*	\$ 10.00	*	\$ 10.00	*
3410	Printing	\$ -	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
3522	Machine/Equipment Maintenance	\$ 15,150.05	\$ 12,700.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	6.30%	\$ 10,325.00	-18.70%	\$ 10,325.00	-18.70%
3531	Outside Repairs	\$ 140,062.45	\$ 100,000.00	\$ 100,000.00	\$ 140,000.00	\$ 150,000.00	50.00%	\$ 80,000.00	-20.00%	\$ 80,000.00	-20.00%

EXPENDITURE SHEET											
Fiscal Year FY20-21											
Fund:	11-General Fund		Dept. Head	Rick Fletcher							
Dept #:	1114	Public Works	~ = Division by Zero								
Division:	1114	Garage	* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
3599	Storm Damage Cleanup	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 757.95	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,500.00	13.64%	\$ 1,250.00	-43.18%	\$ 1,250.00	-43.18%
4391	Equipment Rent	\$ 13,280.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
4511	Multi-Peril Insurance	\$ 3,429.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,863.00	7.31%	\$ 3,863.00	7.31%	\$ 3,863.00	7.31%
4521	Auto Liability	\$ 1,770.00	\$ 1,859.00	\$ 1,859.00	\$ 1,714.00	\$ 1,800.00	-3.17%	\$ 1,800.00	-3.17%	\$ 1,800.00	-3.17%
4541	Employee Personal Liability	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00	*	\$ 49.00	*	\$ 49.00	*
4912	Fees & Dues	\$ 305.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 1,563,047.23	\$ 1,631,968.00	\$ 1,634,103.00	\$ 1,614,608.00	\$ 1,696,242.00	3.94%	\$ 1,402,919.00	-14.04%	\$ 1,402,919.00	-14.04%
5644	Power Lifts	\$ -	\$ -	\$ -	\$ -	\$ 87,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 87,000.00	~	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Garage Budget	\$ 2,193,844.65	\$ 2,282,166.39	\$ 2,284,301.39	\$ 2,306,539.44	\$ 2,530,876.66	10.90%	\$ 2,121,518.21	-7.04%	\$ 2,121,518.21	-7.04%



<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 1114</b>					
<b>Division:</b>		<b>Garage - 1114</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		Including 1 additional FT Mechanic	\$ 478,719.08	\$ 517,224.60	\$ 520,638.51	\$ 520,638.51
1220	Salaries & Wages Overtime			\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
1260	Salaries & Wages Part-Time		1 employee @ \$18.51/per hr @1000 hours	\$ 18,510.00	\$ 18,510.00	\$ -	\$ -
1275	Salaries & Wages Bonus		\$450 x 12 employees (including new position)	\$ 4,950.00	\$ 5,400.00	\$ -	\$ -
1278	Wellness Earnings		Funds for Wellness Benefit for FT employees @12 employees	\$ 3,300.00	\$ 3,600.00	\$ -	\$ -
1280	Vacation Pay Out			\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 38,745.65	\$ 41,825.20	\$ 39,981.85	\$ 39,981.85
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 51,407.63	\$ 55,493.56	\$ 53,361.39	\$ 53,361.39
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 20,259.16	\$ 21,869.38	\$ 20,905.54	\$ 20,905.54
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 71,940.00	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 457.92	\$ 457.92	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 225.00	\$ 225.00	\$ 225.00
1860	Worker's Compensation		Provided by Finance	\$ 2,642.00	\$ 2,549.00	\$ 2,549.00	\$ 2,549.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 691,931.44</b>	<b>\$ 747,634.66</b>	<b>\$ 718,599.21</b>	<b>\$ 718,599.21</b>
1932	Medical Exams			\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
2111	Cleaning Supplies			\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
2121	Uniforms		Uniform contract is not a set fee--additional charges do occur and effects the projected annual cost.	\$ 13,000.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
2123	Protective Clothing			\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
2124	Shoes-Steel Toe		\$110 @ 11 employees, \$150 @ 1 welder	\$ 1,200.00	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00
2323	Other Training	Y		\$ 1,950.00	\$ 1,950.00	\$ 1,365.00	\$ 1,365.00
2501	Vehicle Operation/Maintenance			\$ 1,000.00	\$ 2,000.00	\$ 1,125.00	\$ 1,125.00
2502	Vehicle Fuel			\$ 2,000.00	\$ 2,500.00	\$ 1,875.00	\$ 1,875.00
2511	Oil & Lubricants			\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
2520	Tires & Tubes			\$ 175,000.00	\$ 175,000.00	\$ 157,500.00	\$ 157,500.00
2521	Tire Repairs			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
2531	Automotive Parts			\$ 356,335.00	\$ 350,000.00	\$ 315,000.00	\$ 315,000.00
2592	Gasoline		Fuel prices were low this past year--still \$10K short.	\$ 510,000.00	\$ 525,000.00	\$ 450,000.00	\$ 450,000.00
2593	Batteries			\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Public Works - 1114					
Division:		Garage - 1114					
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2595	Car Wash		Funds transferred to clear a shortfall in part-time this FY	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2596	Diesel Fuel		Diesel fuel prices were low this past year--transfer residual to cover Gasoline shortfall.	\$ 275,000.00	\$ 330,000.00	\$ 248,025.00	\$ 248,025.00
2601	Office Supplies			\$ 1,000.00	\$ 1,000.00	\$ 750.00	\$ 750.00
2993	Operational Supplies			\$ 16,500.00	\$ 16,500.00	\$ 12,375.00	\$ 12,375.00
2994	Tools			\$ 8,850.00	\$ 8,850.00	\$ 6,637.00	\$ 6,637.00
2995	Welding Supplies			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2999	Welding Gases			\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3121	Travel	Y		\$ -	\$ 1,000.00	\$ 250.00	\$ 250.00
3210	Telephone		Four phones at \$45 each/month	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00
3250	Postage			\$ -	\$ 10.00	\$ 10.00	\$ 10.00
3410	Printing			\$ -	\$ 50.00	\$ 50.00	\$ 50.00
3522	Machine/Equipment Maintenance			\$ 13,500.00	\$ 13,500.00	\$ 10,325.00	\$ 10,325.00
3531	Outside Repairs		Increase reflects aging fleet needing repairs. Started ~\$40K in the red--anticipate ending \$40K short.	\$ 140,000.00	\$ 150,000.00	\$ 80,000.00	\$ 80,000.00
3599	Storm Damage Cleanup			\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement		Educational reimbursement (1 employee @ \$2,500)	\$ 2,200.00	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
4391	Equipment Rent		Wrecker service for city vehicles and equipment	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,600.00	\$ 3,863.00	\$ 3,863.00	\$ 3,863.00
4521	Auto Liability		Provided by Finance	\$ 1,714.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
4541	Employee Personal Liability		Provided by Finance	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00
4912	Fees & Dues	Y	APWA and increased AWS annual membership fees	\$ 200.00	\$ 300.00	\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 1,614,608.00	\$ 1,696,242.00	\$ 1,402,919.00	\$ 1,402,919.00
5644	Power Lifts				\$ 87,000.00	\$ -	\$ -
Total Capital Outlay				\$ -	\$ 87,000.00	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Garage Budget				\$ 2,306,539.44	\$ 2,530,876.66	\$ 2,121,518.21	\$ 2,121,518.21

CAPITAL OUTLAY		Fiscal Year FY20-21															
Fund:		11-General Fund				Dept. Head-Rick Fletcher											
Dept #:		Public Works - 1114															
Division:		Garage - 1114															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5644	N/A	In-Ground Automotive Lifts from 1980's	UNKNOWN	N/A	N/A				N	1	In-Ground Automotive Lifts		\$ 21,000.00	\$ -	\$ -	N
2	5644	N/A	In-Ground Automotive Lifts from 1980's	UNKNOWN	N/A	N/A				N	1	In-Ground Automotive Lifts		\$ 21,000.00	\$ -	\$ -	N
3	5644	N/A	Portable Power Lift	\$ 45,000.00	N/A	N/A				N	2	Portable Power Lift		\$ 45,000.00	\$ -	\$ -	N
4																	
5																	
Total Capital Outlay Request				\$ 45,000.00		\$ -	\$ -	\$ -	\$ -					\$ 87,000.00	\$ -	\$ -	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	On-Board Diagnostics Emissions w/ NC Inspections (11 classes)	\$ 715.00	\$ 715.00	\$ 715.00	\$ 715.00	
2	Chemical Response Training (3 employees @ \$95/ea)	\$ 285.00	\$ 285.00	\$ 285.00	\$ 285.00	
3	Prof. Develop training for new vehicles (10 emp. @ \$70/ea)	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	
4	APWA Conference	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
5	Per CM/ACM cut travel & training addtl 30% FY20			\$ (585.00)	\$ (585.00)	
6						
7						
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 1,950.00</b>	<b>\$ 1,950.00</b>	<b>\$ 1,365.00</b>	<b>\$ 1,365.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund:</b> 11-General Fund				<b>Dept. Head-Rick Fletcher</b>			
<b>Dept #:</b> Public Works - 1114							
<b>Division:</b> Garage - 1114							
<b>Account:</b> 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Funds for travel expenses for conferences and out-of town trainings	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2		Per CM/ACM cut travel & training addtl 30% FY20			\$ (750.00)	\$ (750.00)	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3121 Travel</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 250.00</b>	<b>\$ 250.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 11-General Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 1114							
Division: Garage - 1114							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Funds for membership fees for APWA and Welders Society (Welders Society cost increased)	\$ 200.00	\$ 300.00	\$ 300.00	\$ 300.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 200.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	

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

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



**SUPPORTING SCHEDULE**

**Fund:** 11-General Fund  
**Dept #:** Garage Service Credits - 1115  
**Division:** ~ - 1115  
**Account:** 4972 Garage Service Credits-Fleet

**Fiscal Year FY20-21**
**Dept. Head-Catherine Gwynn**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20	FY20-21 Adopted 06/XX/20	Finance Notes
1	Internal Fleet Charges - Acct #2501A					
2	1011-Mayor/Council	\$ -	\$ -	\$ -	\$ -	
3	1012-City Manager	\$ -	\$ -	\$ -	\$ -	
4	1016-HR	\$ (2,000.00)	\$ (2,000.00)	\$ (1,500.00)	\$ (1,500.00)	
5	1017-Community Relations	\$ -	\$ -	\$ -	\$ -	
6	1018-Paramount	\$ -	\$ -	\$ -	\$ -	
7	1020-GEC	\$ -	\$ -	\$ -	\$ -	
8	1024-Inspections	\$ (3,600.00)	\$ (5,000.00)	\$ (3,750.00)	\$ (3,750.00)	
9	1025-DGDC	\$ (25.25)	\$ -	\$ -	\$ -	
10	1030-Information Technology	\$ (800.00)	\$ (2,000.00)	\$ (600.00)	\$ (600.00)	
11	1111-PW-Admin	\$ (300.00)	\$ (500.00)	\$ (375.00)	\$ (375.00)	
12	1114-PW-Garage	\$ (1,000.00)	\$ (2,000.00)	\$ (1,125.00)	\$ (1,125.00)	
13	1133-PW-Bldg Maintanance	\$ (20,000.00)	\$ (20,000.00)	\$ (15,000.00)	\$ (15,000.00)	
14	1142-PW-Cemetery	\$ (11,000.00)	\$ (15,000.00)	\$ (11,250.00)	\$ (11,250.00)	
15	2111-Finance	\$ -	\$ -	\$ -	\$ -	
16	3151-Planning	\$ (3,520.00)	\$ (7,680.00)	\$ (4,950.00)	\$ (4,950.00)	
17	4134-PW-Streets	\$ (35,000.00)	\$ (35,000.00)	\$ (26,250.00)	\$ (26,250.00)	
18	4143-PW-Solid Waste	\$ (370,000.00)	\$ (370,000.00)	\$ (345,000.00)	\$ (345,000.00)	
19	4172-Engineering	\$ (5,000.00)	\$ (5,000.00)	\$ (2,875.00)	\$ (2,875.00)	
20	5120-Fire	\$ (75,500.00)	\$ (89,500.00)	\$ (56,625.00)	\$ (56,625.00)	
21	6121-Police	\$ (190,000.00)	\$ (200,000.00)	\$ (112,500.00)	\$ (112,500.00)	
22	7460-Parks & Rec	\$ (8,000.00)	\$ (12,000.00)	\$ (5,000.00)	\$ (5,000.00)	
23	7461-Golf	\$ (3,000.00)	\$ (10,000.00)	\$ (6,500.00)	\$ (6,500.00)	
24	4137-Stormwater	\$ (55,000.00)	\$ (55,000.00)	\$ (55,000.00)	\$ (55,000.00)	
25	4174-Billing & Meters Services		\$ (1,500.00)	\$ (1,500.00)	\$ (1,500.00)	
26	4175-PW-Maintenance	\$ (50,000.00)	\$ (70,000.00)	\$ (70,000.00)	\$ (70,000.00)	
27	4176-PU-Water	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)	
28	4177-PU-Waste	\$ (10,000.00)	\$ (12,000.00)	\$ (12,000.00)	\$ (12,000.00)	
29	4179-PU-Compost	\$ (45,000.00)	\$ (45,000.00)	\$ (45,000.00)	\$ (45,000.00)	
30	9077-T & T	\$ -	\$ -	\$ -	\$ -	
31						
32						
	<b>Total - 4972 Garage Service Credits-Fleet</b>	<b>\$ (892,745.25)</b>	<b>\$ (963,180.00)</b>	<b>\$ (780,800.00)</b>	<b>\$ (780,800.00)</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Garage Service Credits - 1115							
Division: ~ - 1115							
Account: 4972A Garage Service Credits-Fuel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20	FY20-21 Adopted 06/XX/20	Finance Notes
1		Internal Fuel Charges - Acct #2502A					
2		1011-Mayor/Council	\$ -	\$ -	\$ -	\$ -	
3		1012-City Manager	\$ -	\$ -	\$ -	\$ -	
4		1016-HR	\$ (1,000.00)	\$ (1,000.00)	\$ (600.00)	\$ (600.00)	
5		1017-Community Relations	\$ -	\$ -	\$ -	\$ -	
6		1018-Paramount	\$ -	\$ -	\$ -	\$ -	
7		1020-GEC	\$ -	\$ -	\$ -	\$ -	
8		1024-Inspections	\$ (5,000.00)	\$ (10,000.00)	\$ (7,500.00)	\$ (7,500.00)	
9		1025-DGDC	\$ -	\$ -	\$ -	\$ -	
10		1030-Information Technology	\$ (200.00)	\$ (1,000.00)	\$ (750.00)	\$ (750.00)	
11		1111-PW-Admin	\$ (300.00)	\$ (700.00)	\$ (525.00)	\$ (525.00)	
12		1114-PW-Garage	\$ (2,000.00)	\$ (2,500.00)	\$ (1,875.00)	\$ (1,875.00)	
13		1133-PW-Bldg Maintanance	\$ (11,000.00)	\$ (11,000.00)	\$ (8,250.00)	\$ (8,250.00)	
14		1142-PW-Cemetery	\$ (5,000.00)	\$ (5,000.00)	\$ (3,025.00)	\$ (3,025.00)	
15		2111-Finance	\$ -	\$ -	\$ -	\$ -	
16		3151-Planning	\$ (6,200.00)	\$ (9,600.00)	\$ (7,100.00)	\$ (7,100.00)	
17		4134-PW-Streets	\$ (15,000.00)	\$ (23,000.00)	\$ (17,250.00)	\$ (17,250.00)	
18		4143-PW-Solid Waste	\$ (130,000.00)	\$ (150,000.00)	\$ (125,000.00)	\$ (125,000.00)	
19		4172-Engineering	\$ (6,000.00)	\$ (6,000.00)	\$ (4,500.00)	\$ (4,500.00)	
20		5120-Fire	\$ (50,000.00)	\$ (50,400.00)	\$ (37,500.00)	\$ (37,500.00)	
21		6121-Police	\$ (180,000.00)	\$ (190,000.00)	\$ (120,000.00)	\$ (120,000.00)	
22		7460-Parks & Rec	\$ (13,000.00)	\$ (13,000.00)	\$ (9,250.00)	\$ (9,250.00)	
23		7461-Golf	\$ (2,900.00)	\$ (5,400.00)	\$ (3,900.00)	\$ (3,900.00)	
24		4137-Stormwater	\$ (20,000.00)	\$ (35,000.00)	\$ (35,000.00)	\$ (35,000.00)	
25		4174-Billing & Meters Services	\$ -	\$ (8,000.00)	\$ (8,000.00)	\$ (8,000.00)	
26		4175-PW-Maintenance	\$ (45,000.00)	\$ (60,000.00)	\$ (60,000.00)	\$ (60,000.00)	
27		4176-PU-Water	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	
28		4177-PU-Waste	\$ (10,000.00)	\$ (19,000.00)	\$ (19,000.00)	\$ (19,000.00)	
29		4179-PU-Compost	\$ (10,000.00)	\$ (12,500.00)	\$ (12,500.00)	\$ (12,500.00)	
30		9077-T & T	\$ -				
31		GWTA	\$ (185,000.00)	\$ (195,000.00)	\$ (195,000.00)	\$ (195,000.00)	
32		GHA	\$ (17,500.00)	\$ (18,500.00)	\$ (18,500.00)	\$ (18,500.00)	
33		Gas 2592					
34		Diesel 2596					
		<b>Total - 4972A Garage Service Credits-Fuel</b>	<b>\$ (718,100.00)</b>	<b>\$ (829,600.00)</b>	<b>\$ (698,025.00)</b>	<b>\$ (698,025.00)</b>	

## **FISCAL YEAR 2020-2021 BUDGET**

### **DEPARTMENT/DIVISION: PUBLIC WORKS/BUILDING & GROUNDS**

#### **DEPARTMENT OVERVIEW:**

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

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

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

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

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		1133	Public Works		~ = Division by Zero						
Division:		1133	Building Maintenance		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 344,812.97	\$ 396,656.16	\$ 396,656.16	\$ 395,880.43	\$ 479,340.53	20.85%	\$ 400,564.39	0.99%	\$ 400,564.39	0.99%
1220	Salaries & Wages Overtime	\$ 6,358.32	\$ 7,409.87	\$ 7,409.87	\$ 5,500.00	\$ 6,500.00	-12.28%	\$ 6,500.00	-12.28%	\$ 6,500.00	-12.28%
1224	Cell Phone Stipend	\$ 1,103.64	\$ 2,160.00	\$ 2,160.00	\$ 650.00	\$ 2,880.00	33.33%	\$ 2,880.00	33.33%	\$ 2,880.00	33.33%
1260	Salaries & Wages Part-Time	\$ 7,100.50	\$ 30,643.00	\$ 30,643.00	\$ 25,234.97	\$ 27,620.00	-9.87%	\$ 27,620.00	-9.87%	\$ 27,620.00	-9.87%
1275	Salaries & Wages Bonus	\$ 3,242.61	\$ -	\$ -	\$ 3,301.34	\$ 5,400.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,119.38	\$ -	\$ -	\$ 3,000.00	\$ 3,600.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 1,951.38			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 28,260.07	\$ 33,459.08	\$ 33,459.08	\$ 33,167.86	\$ 40,188.55	20.11%	\$ 33,473.68	0.04%	\$ 33,473.68	0.04%
1821	NCLGERS-Retirement	\$ 29,077.25	\$ 36,447.39	\$ 36,447.39	\$ 44,007.02	\$ 53,322.06	46.30%	\$ 44,675.32	22.57%	\$ 44,675.32	22.57%
1822	401-K Retirement	\$ 13,012.86	\$ 16,162.64	\$ 16,162.64	\$ 17,342.67	\$ 21,013.62	30.01%	\$ 17,502.58	8.29%	\$ 17,502.58	8.29%
1830	Hospital Insurance	\$ 51,031.42	\$ 57,240.00	\$ 57,240.00	\$ 45,000.00	\$ 78,480.00	37.11%	\$ 65,400.00	14.26%	\$ 65,400.00	14.26%
1835	Group Term Life Insurance Coverage	\$ 368.60	\$ -	\$ -	\$ 381.60	\$ 457.92	*	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ 202.00	\$ 202.00	*	\$ 202.00	*	\$ 202.00	*
1860	Worker's Compensation	\$ 1,995.93	\$ 1,617.00	\$ 1,617.00	\$ 1,596.00	\$ 1,665.00	2.97%	\$ 1,665.00	2.97%	\$ 1,665.00	2.97%
	Total Salaries & Benefits	\$ 489,434.93	\$ 581,795.14	\$ 581,795.14	\$ 575,263.89	\$ 720,669.69	23.87%	\$ 600,940.89	3.29%	\$ 600,940.89	3.29%
1932	Medical Exams	\$ 387.00			\$ 200.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
2121	Uniforms	\$ 3,497.74	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 4,000.00	21.21%	\$ 3,300.00	0.00%	\$ 3,300.00	0.00%
2123	Protective Clothing	\$ 1,334.61	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,500.00	20.00%	\$ 1,250.00	0.00%	\$ 1,250.00	0.00%
2124	Shoes-Steel Toe	\$ 1,064.89	\$ 990.00	\$ 990.00	\$ 720.00	\$ 1,320.00	33.33%	\$ 990.00	0.00%	\$ 990.00	0.00%
2323	Other Training	\$ 1,258.00	\$ 2,150.00	\$ 2,150.00	\$ 990.00	\$ 3,040.00	41.40%	\$ 2,160.00	0.47%	\$ 2,160.00	0.47%
2501	Vehicle Operation/Maintenance	\$ 26,796.33	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 15,000.00	-25.00%	\$ 15,000.00	-25.00%
2502	Vehicle Fuel	\$ 10,043.57	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	0.00%	\$ 8,250.00	-25.00%	\$ 8,250.00	-25.00%
2993	Operational Supplies	\$ 42,359.22	\$ 41,000.00	\$ 41,000.00	\$ 41,000.00	\$ 45,000.00	9.76%	\$ 34,750.00	-15.24%	\$ 34,750.00	-15.24%
2994	Tools	\$ 2,727.75	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	100.00%	\$ 4,375.00	75.00%	\$ 4,375.00	75.00%
3121	Travel	\$ 733.86	\$ 1,600.00	\$ 1,600.00	\$ 460.00	\$ 2,000.00	25.00%	\$ 465.00	*	\$ 465.00	*
3210	Telephone	\$ 948.52	\$ 5,580.00	\$ 5,580.00	\$ 2,500.00	\$ 3,240.00	-41.94%	\$ 2,160.00	-61.29%	\$ 2,160.00	-61.29%
3250	Postage	\$ -	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	*	\$ 10.00	*	\$ 10.00	*
3511	Building Maintenance	\$ 40,366.03	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	0.00%	\$ 39,750.00	-25.00%	\$ 39,750.00	-25.00%
3522	Machine/Equipment Maintenance	\$ 1,759.37	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	0.00%	\$ 5,250.00	-25.00%	\$ 5,250.00	-25.00%
3591	Radio Maintenance	\$ 2,752.24	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3914	Contract Services	\$ 3,057.60			\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 654.00	\$ 2,200.00	\$ 2,200.00	\$ -	\$ 3,000.00	36.36%	\$ 1,500.00	-31.82%	\$ 1,500.00	-31.82%
4511	Multi-Peril Insurance	\$ 4,766.00	\$ 5,004.00	\$ 5,004.00	\$ 5,131.00	\$ 5,369.00	7.29%	\$ 5,369.00	7.29%	\$ 5,369.00	7.29%
4521	Auto Liability	\$ 2,570.00	\$ 2,699.00	\$ 2,699.00	\$ 2,488.00	\$ 2,612.00	-3.22%	\$ 2,612.00	-3.22%	\$ 2,612.00	-3.22%
4541	Employee Personal Liability	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	*	\$ 35.00	*	\$ 35.00	*
4912	Fees & Dues	\$ 38.00	\$ 400.00	\$ 400.00	\$ 115.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
	Total Operating Expenditures	\$ 147,149.73	\$ 162,718.00	\$ 162,718.00	\$ 154,699.00	\$ 170,676.00	4.89%	\$ 130,776.00	-19.63%	\$ 130,776.00	-19.63%
5086	Garage Bay Door		\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,500.00	3.85%	\$ -	*	\$ -	*
5422	Bucket Truck	\$ 106,956.18			\$ -	\$ -	*	\$ -	*	\$ -	*
5471	1/2 Ton Pick-Up Truck	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	~	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00	~	\$ -	*	\$ -	*
5601	Fence/Railings	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	~	\$ -	*	\$ -	*

EXPENDITURE SHEET											
Fiscal Year FY20-21											
Fund:	11-General Fund		Dept. Head	Rick Fletcher							
Dept #:	1133	Public Works	~ = Division by Zero								
Division:	1133	Building Maintenance	* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY19-20 SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
5728	Tractor with Loader Attachment	\$ -	\$ -	\$ 110,000.00	\$ 100,317.98	\$ -	*	\$ -	*	\$ -	*
5810	Gas Pak A/C Units		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	20.00%	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 106,956.18	\$ 23,000.00	\$ 133,000.00	\$ 123,317.98	\$ 91,500.00	297.83%	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Building Maintenance Budget	\$ 743,540.84	\$ 767,513.14	\$ 877,513.14	\$ 853,280.87	\$ 982,845.69	28.06%	\$ 731,716.89	-4.66%	\$ 731,716.89	-4.66%

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

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Public Works - 1133					
Division:		Building Maintenance - 1133					
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2993	Operational Supplies		\$20K fof Building Maintenance materials such as: Electrical, Plumbing, IT, HVAC, Lighting, Carpentry and Painting supplies. Christmas decoration bulbs/LED strands and rental equipment. \$13K for Grounds Maintenance supplies such as: Weed eater string, gas cans, gas mix, mower blades, chain oil, grass seed, mulch, pre-emergence and pesticides. \$12K for Sign Shop. Traffic marking material: Paint, lettering, glass beads, sign blanks, vinyl sheeting & accessories, traffic cones, barricades, 3M traffic markings, etc. Section is still in transition to a new street marker design and higher retro-reflective street sign sheeting mandated by the Federal Highway Administration.	\$ 41,000.00	\$ 45,000.00	\$ 34,750.00	\$ 34,750.00
2994	Tools		Increase for Electric Circuit Tracer and Lock out/Tag out	\$ 2,500.00	\$ 5,000.00	\$ 4,375.00	\$ 4,375.00
3121	Travel	Y		\$ 460.00	\$ 2,000.00	\$ 465.00	\$ 465.00
3210	Telephone		Increase for service for (3) Ipads and (3) iPhones @ \$45/mth including \$150 to purchase (1) phone for supervisor	\$ 2,500.00	\$ 3,240.00	\$ 2,160.00	\$ 2,160.00
3250	Postage			\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
3511	Building Maintenance		General Maintenance Requirements (Unplanned/ Unscheduled)-- replacing exhaust fan motors, replacing ballasts/bulbs, Incadescent/LED change over, LED emergency lighting conversion, hardware, self-help projects, etc. Staff capabilities have increased, allowing more work/projects to be accomplished, especially in-house. We have also added nine facilities to our inventory since 2014.	\$ 53,000.00	\$ 53,000.00	\$ 39,750.00	\$ 39,750.00
3522	Machine/Equipment Maintenance			\$ 7,000.00	\$ 7,000.00	\$ 5,250.00	\$ 5,250.00
3591	Radio Maintenance		Maintain and upgrade current radios	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement		Prospective Employees - Donnie Kimbrell, Mike Braswell	\$ -	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 5,131.00	\$ 5,369.00	\$ 5,369.00	\$ 5,369.00
4521	Auto Liability		Provided by Finance	\$ 2,488.00	\$ 2,612.00	\$ 2,612.00	\$ 2,612.00
4541	Employee Personal Liability		Provided by Finance	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
4912	Fees & Dues	Y		\$ 115.00	\$ 400.00	\$ 400.00	\$ 400.00
Total Operating Expenditures				\$ 154,699.00	\$ 170,676.00	\$ 130,776.00	\$ 130,776.00
5086	Garage Bay Door			\$ 13,000.00	\$ 13,500.00	\$ -	\$ -
5422	Bucket Truck				\$ -	\$ -	\$ -



<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 1133</b>					
<b>Division:</b>		<b>Building Maintenance - 1133</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
5471	1/2 Ton Pick-Up Truck				\$ 25,000.00	\$ -	\$ -
5527	Miscellaneous Equipment				\$ 11,000.00	\$ -	\$ -
5601	Fence/Railings				\$ 30,000.00	\$ -	\$ -
5728	Tractor with Loader Attachment			\$ 100,317.98	\$ -	\$ -	\$ -
5810	Gas Pak A/C Units			\$ 10,000.00	\$ 12,000.00	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 123,317.98</b>	<b>\$ 91,500.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Public Works-Building Maintenance Budget</b>				<b>\$ 853,280.87</b>	<b>\$ 982,845.69</b>	<b>\$ 731,716.89</b>	<b>\$ 731,716.89</b>

CAPITAL OUTLAY																	
Fiscal Year FY20-21																	
Fund:		11-General Fund      Dept. Head-Rick Fletcher															
Dept #:		Public Works - 1133															
Division:		Building Maintenance - 1133															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5086	N/A	Garage bay door/Motor (installed 1978)	UNKNOWN	N/A	\$ -				N	4	Roll-up garage door and motor	Doors are 40+ years old and continually needs repair, a non-operational door causes majordelays and hardships for mechanics.	\$ 13,500.00	\$ -	\$ -	N
2	5471	N/A	Addition		N/A	N/A				N	1	2020 Ford F-150 Pickup Additional Standard Cab pickup truck	The additon of this vehicle will allow for 2 seperate mowing crews to maintain all city owned lots. There has been the addition of 20 lots at the end of last mowing season. Utilizing 2 crews will afford for a more efficient and cost effective operation, providing a better service to the citizens of Goldsboro.	\$ 25,000.00	\$ -	\$ -	Y
3	5527	N/A	Light poles for Center St	UNKNOWN	N/A	\$ -				N	3	Complete light pole assemblies with fixtures.	Light poles are frequently hit at the Ash St round-a-bout. Ordering one of each length - 14 ft and 25 ft. These would be surplus items ready for replacement.	\$ 11,000.00	\$ -	\$ -	N
4	5601	N/A	Automatic Gate for complex	\$ 30,000.00	N/A	N/A				N	2	Automatic electric driven gate with key fob access.	Install electric/automatic gate closest to pump station to have better security and access control. The current gates are in disrepair and occasionally left open after hours by outside organizations that use our compound. Installing a gate with keypad access would eliminate the need for keys and provide better access control and security--the codes would be changed periodically to maintain access control and security. Gates would automatically open during normal business hours and close after hours.	\$ 30,000.00	\$ -	\$ -	N
5	5810	N/A	20 yr old 7.5 ton Tran Gas pak - Admin Area	UNKNOWN	N/A	\$ -				N	5	7.5 Ton Trane Gas pack	This unit is reaching its life cycle and has been costly in maintaining. Replacement of this unit will be more cost efficient to operate.	\$ 12,000.00	\$ -	\$ -	N
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay				\$ 30,000.00		\$ -	\$ -	\$ -	\$ -					\$ 91,500.00	\$ -	\$ -	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund  
Dept #: Public Works - 1133  
Division: Building Maintenance - 1133  
Account: 2323 Other Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	NC School of Government	\$ 950.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2	Regional Turf Grass Management	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	
3	Certifications (Electrical, HVAC, Pesticide)		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4	Per CM/ACM Cut Training FY20 Adopted			\$ (400.00)	\$ (400.00)	
5	Per CM/ACM Cut Training addtl 30% FY20 Adopted			\$ (480.00)	\$ (480.00)	
6						
7						
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 990.00</b>	<b>\$ 3,040.00</b>	<b>\$ 2,160.00</b>	<b>\$ 2,160.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 1133

Division: Building Maintenance - 1133

Account: 3121 Travel

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Travel School of Government	\$ 460.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2		Certification/Conference, elctrical, HVAC, AWP, turff grass		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
3		Per CM/ACM Cut Travel FY20 Adopted			\$ (890.00)	\$ (890.00)	
4		Per CM/ACM Cut Travel addtl 30% FY20 Adopted			\$ (645.00)	\$ (645.00)	
5							
6							
7							
8							
9							
10							
		<b>Total - 3121 Travel</b>	<b>\$ 460.00</b>	<b>\$ 2,000.00</b>	<b>\$ 465.00</b>	<b>\$ 465.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 1133					
Division:		Building Maintenance - 1133					
Account:		4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		APWA,Fire inspection	\$ 115.00	\$ 400.00	\$ 400.00	\$ 400.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 4912 Fees & Dues	\$ 115.00	\$ 400.00	\$ 400.00	\$ 400.00	





## Fiscal Year 2020-21 Budget

### Department/Division: Cemetery

#### **Department Overview:**

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

#### **Goals/Major Objectives:**

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

#### **Significant Budget Issues:**

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

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		1142	Public Works		~ = Division by Zero						
Division:		1142	Cemetery		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 178,418.32	\$ 182,909.98	\$ 182,909.98	\$ 185,346.19	\$ 183,820.30	0.50%	\$ 193,038.62	5.54%	\$ 193,038.62	5.54%
1220	Salaries & Wages Overtime	\$ 4,249.57	\$ 3,552.68	\$ 3,552.68	\$ 2,800.00	\$ 3,000.00	-15.56%	\$ 3,000.00	-15.56%	\$ 3,000.00	-15.56%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ (2,038.23)	\$ 22,400.00	\$ 22,400.00	\$ 14,000.00	\$ 22,400.00	0.00%	\$ 22,400.00	0.00%	\$ 22,400.00	0.00%
1275	Salaries & Wages Bonus	\$ 1,852.92	\$ -	\$ -	\$ 2,065.00	\$ 2,100.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,234.78	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out				\$ -	\$ 6,187.20	~	\$ 6,187.20	~	\$ 6,187.20	~
1810	Social Security	\$ 13,717.20	\$ 16,060.12	\$ 16,060.12	\$ 15,791.99	\$ 16,335.83	1.72%	\$ 16,765.63	4.39%	\$ 16,765.63	4.39%
1821	NCLGERS-Retirement	\$ 15,039.45	\$ 16,819.38	\$ 16,819.38	\$ 20,952.77	\$ 21,674.34	28.87%	\$ 22,376.10	33.04%	\$ 22,376.10	33.04%
1822	401-K Retirement	\$ 6,725.58	\$ 7,458.59	\$ 7,458.59	\$ 8,257.25	\$ 8,541.61	14.52%	\$ 8,766.34	17.53%	\$ 8,766.34	17.53%
1830	Hospital Insurance	\$ 29,237.37	\$ 31,800.00	\$ 31,800.00	\$ 32,700.00	\$ 32,700.00	2.83%	\$ 32,700.00	2.83%	\$ 32,700.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 201.50	\$ -	\$ -	\$ 190.80	\$ 190.80	*	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 97.00	*	\$ 97.00	*	\$ 97.00	*
1860	Worker's Compensation	\$ 1,248.00	\$ 1,310.00	\$ 1,310.00	\$ 3,291.77	\$ 1,349.00	2.98%	\$ 1,349.00	2.98%	\$ 1,349.00	2.98%
	Total Salaries & Benefits	\$ 250,630.13	\$ 283,030.75	\$ 283,030.75	\$ 287,615.76	\$ 300,616.09	6.21%	\$ 307,590.69	8.68%	\$ 307,590.69	8.68%
1932	Medical Exams	\$ 27.00			\$ -	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
2121	Uniforms	\$ 1,064.83	\$ 1,900.00	\$ 1,900.00	\$ 1,800.00	\$ 1,900.00	0.00%	\$ 1,900.00	0.00%	\$ 1,900.00	0.00%
2123	Protective Clothing	\$ 601.75	\$ 700.00	\$ 700.00	\$ 974.88	\$ 1,000.00	42.86%	\$ 1,000.00	42.86%	\$ 1,000.00	42.86%
2124	Shoes-Steel Toe	\$ 270.00	\$ 630.00	\$ 630.00	\$ 630.00	\$ 770.00	22.22%	\$ 770.00	22.22%	\$ 770.00	22.22%
2323	Other Training	\$ 220.00	\$ 600.00	\$ 600.00	\$ 400.00	\$ 410.00	*	\$ 410.00	*	\$ 410.00	*
2501	Vehicle Operation/Maintenance	\$ 9,328.82	\$ 15,000.00	\$ 15,000.00	\$ 11,000.00	\$ 15,000.00	0.00%	\$ 11,250.00	-25.00%	\$ 11,250.00	-25.00%
2502	Vehicle Fuel	\$ 4,644.08	\$ 7,900.00	\$ 7,900.00	\$ 5,000.00	\$ 5,000.00	-36.71%	\$ 3,025.00	-61.71%	\$ 3,025.00	-61.71%
2993	Operational Supplies	\$ 13,702.50	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 18,000.00	20.00%	\$ 11,250.00	-25.00%	\$ 11,250.00	-25.00%
2994	Tools	\$ 78.96	\$ 400.00	\$ 400.00	\$ 350.00	\$ 400.00	*	\$ 300.00	*	\$ 300.00	*
3121	Travel	\$ -	\$ 100.00	\$ 100.00	\$ 413.23	\$ 650.00	550.00%	\$ 350.00	*	\$ 350.00	*
3210	Telephone	\$ 537.35	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	0.00%	\$ 1,020.00	0.00%	\$ 1,020.00	0.00%
3250	Postage	\$ 17.85	\$ 10.00	\$ 10.00	\$ 5.00	\$ 10.00	*	\$ 10.00	*	\$ 10.00	*
3310	Electricity	\$ 1,348.44	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	0.00%	\$ 1,350.00	-25.00%	\$ 1,350.00	-25.00%
3321	Heating Fuel	\$ 1,190.05	\$ 1,300.00	\$ 1,300.00	\$ 700.00	\$ 800.00	-38.46%	\$ 800.00	-38.46%	\$ 800.00	-38.46%
3410	Printing	\$ -	\$ 150.00	\$ 150.00	\$ -	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 653.99	\$ 1,000.00	\$ 3,440.91	\$ 3,040.34	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
3599	Storm Damage Cleanup	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3914	Contract Services	\$ 8,551.91	\$ -	\$ -	\$ 1,171.80	\$ -	*	\$ -	*	\$ -	*
3994	Tree Service	\$ 6,500.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 14,000.00	133.33%	\$ 4,500.00	-25.00%	\$ 4,500.00	-25.00%
4511	Multi-Peril Insurance	\$ 604.00	\$ 634.00	\$ 634.00	\$ 680.00	\$ 680.00	7.26%	\$ 680.00	7.26%	\$ 680.00	7.26%
4521	Auto Liability	\$ 1,761.00	\$ 1,849.00	\$ 1,849.00	\$ 1,705.00	\$ 1,790.00	-3.19%	\$ 1,790.00	-3.19%	\$ 1,790.00	-3.19%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*	\$ 22.00	*
4990	Equipment Expense	\$ 2,025.00			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 53,149.53	\$ 56,015.00	\$ 58,455.91	\$ 50,712.25	\$ 64,402.00	14.97%	\$ 41,327.00	-26.22%	\$ 41,327.00	-26.22%
5486	72" Cut Riding Mower		\$ 10,842.00	\$ 10,842.00	\$ 10,802.50	\$ 12,964.00	19.57%	\$ 12,964.00	19.57%	\$ 12,964.00	19.57%
5825	Storage Building				\$ -	\$ 50,000.00	~	\$ -	*	\$ -	*



EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		1142    Public Works		~ = Division by Zero							
Division:		1142    Cemetery		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
5999	Elmwood Cemetery Expansion	\$       -			\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Capital Outlay	\$       -	\$    10,842.00	\$    10,842.00	\$    10,802.50	\$    62,964.00	480.74%	\$    12,964.00	19.57%	\$    12,964.00	19.57%
					\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Debt Service	\$       -	\$       -	\$       -	\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Public Works-Cemetery Budget	\$    303,779.66	\$    349,887.75	\$    352,328.66	\$    349,130.51	\$    427,982.09	22.32%	\$    361,881.69	3.43%	\$    361,881.69	3.43%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Public Works - 1142					
Division:		Cemetery - 1142					
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular			\$ 185,346.19	\$ 183,820.30	\$ 193,038.62	\$ 193,038.62
1220	Salaries & Wages Overtime		Funds are used for funeral services conducted after hours and on holidays	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1224	Cell Phone Stipend		Cell phone stipend for Cemetery Supervisor, Michael Langley \$60.00/mo	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time		Funds to hire (2)two part time seasonal maintenance workers for a 26 week period to assist with cemetery grounds maintenance.	\$ 14,000.00	\$ 22,400.00	\$ 22,400.00	\$ 22,400.00
1275	Salaries & Wages Bonus		5 employees x \$413.00	\$ 2,065.00	\$ 2,100.00	\$ -	\$ -
1278	Wellness Earnings		5 employees x \$300.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -
1280	Vacation Pay Out		Anticipated retirement 20/21		\$ 6,187.20	\$ 6,187.20	\$ 6,187.20
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 15,791.99	\$ 16,335.83	\$ 16,765.63	\$ 16,765.63
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 20,952.77	\$ 21,674.34	\$ 22,376.10	\$ 22,376.10
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,257.25	\$ 8,541.61	\$ 8,766.34	\$ 8,766.34
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 32,700.00	\$ 32,700.00	\$ 32,700.00	\$ 32,700.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 190.80	\$ 190.80	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance		\$ 97.00	\$ 97.00	\$ 97.00
1860	Worker's Compensation		Provided by Finance	\$ 3,291.77	\$ 1,349.00	\$ 1,349.00	\$ 1,349.00
	Total Salaries & Benefits			\$ 287,615.76	\$ 300,616.09	\$ 307,590.69	\$ 307,590.69
1932	Medical Exams				\$ 100.00	\$ 100.00	\$ 100.00
2121	Uniforms		Funds to continue to provide uniforms for (4)four employees. Includes 1 superintendent	\$ 1,800.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00
2123	Protective Clothing		Funds to provide PPE such as rain suits, steel toe rubber boots, gloves, safety glasses, etc. Increase requested due change in pricing and projected shortfall for previous FY	\$ 974.88	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe		Funds to purchase steel toe shoes for five full time and two part time employees @ \$110.00 each	\$ 630.00	\$ 770.00	\$ 770.00	\$ 770.00
2323	Other Training	Y	Cemetery Workshop in Charlotte: registration for (2)two employees Landscape Conference: registration for (2)two certified applicators Chemical spill Class: registration for (2)two certified applicators	\$ 400.00	\$ 410.00	\$ 410.00	\$ 410.00
2501	Vehicle Operation/Maintenance		Funds provided will be allocated for the repair and preventative maintence for all cemetery assigned equipment. This includes trucks, mowers, backhoe, tractors, trailers, sprayers, weed eaters, edgers, blowers, hedge trimmers, tamps, saws, leaf vaccum and other equipment needing repairs.	\$ 11,000.00	\$ 15,000.00	\$ 11,250.00	\$ 11,250.00
2502	Vehicle Fuel		Funds will provide fuel for all cemetery equipment	\$ 5,000.00	\$ 5,000.00	\$ 3,025.00	\$ 3,025.00
2993	Operational Supplies		Funds will provide all nescesarry materials and equipment for cemetery maintenance operations such as, cement, grave boards, grass seed, herbicides, pesticides, weed eater string, seasonal flowers, weed eaters, blowers, hedge trimmers, sprayers, etc.	\$ 15,000.00	\$ 18,000.00	\$ 11,250.00	\$ 11,250.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Public Works - 1142					
Division:		Cemetery - 1142					
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2994	Tools		Funds used to purchase hand tools such as rakes, shovels, pruning shears and probes	\$ 350.00	\$ 400.00	\$ 300.00	\$ 300.00
3121	Travel	Y	Cemetery Workshop in Charlotte: - updates on cemetery laws and regulations - efficient ways to operate cemeteries Lodging for (2) nights (\$150.00) - (2)Breakfast for (2)employees @ \$10.00 = \$40.00 -(2)Dinner for (2)employees @ \$25.00 = \$100.00 -(1)Lunch for (2)employees @ \$16.00 = \$32.00 -Mileage Reimbursement 460miles @ \$0.575/mile = \$265.00 Chemical Spill Class -(2)Lunch for (2)employees @ \$15.00 = \$30.00	\$ 413.23	\$ 650.00	\$ 350.00	\$ 350.00
3210	Telephone			\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00
3250	Postage			\$ 5.00	\$ 10.00	\$ 10.00	\$ 10.00
3310	Electricity		Funds for electrical service for the office and shop at Willowdale Cemetery	\$ 1,800.00	\$ 1,800.00	\$ 1,350.00	\$ 1,350.00
3321	Heating Fuel		Funds to purchase LP gas used for heating the office at Willowdale Cemetery	\$ 700.00	\$ 800.00	\$ 800.00	\$ 800.00
3410	Printing		Funds to purchase cemetery services books used for invoicing	\$ -	\$ 50.00	\$ 50.00	\$ 50.00
3510	Repairs (Insurance Claims)						
3511	Building Maintenance		Estimated \$300.00 to pay for monthly pest control and yearly termite inspection. Remainder used for general maintenance of cemetery office and equipment barn	\$ 3,040.34	\$ 1,000.00	\$ 750.00	\$ 750.00
3599	Storm Damage Cleanup						
3914	Contract Services		Holden Temporaries	\$ 1,171.80	\$ -	\$ -	\$ -
3994	Tree Service		Remove two large oak tree with excessive limb rot and buttress rot that are a safety risk to persons and stones around the area of the two trees. Budgeting quote provided. Exact amount for service will be quoted at time of request to remove	\$ 5,000.00	\$ 14,000.00	\$ 4,500.00	\$ 4,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 680.00	\$ 680.00	\$ 680.00	\$ 680.00
4521	Auto Liability		provided by Finance	\$ 1,705.00	\$ 1,790.00	\$ 1,790.00	\$ 1,790.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00
4990	Equipment Expense						
Total Operating Expenditures				\$ 50,712.25	\$ 64,402.00	\$ 41,327.00	\$ 41,327.00
5486	72" Cut Riding Mower			\$ 10,802.50	\$ 12,964.00	\$ 12,964.00	\$ 12,964.00

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

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
5825	Storage Building		Funds to replace a 30-40 year old Arch Style Metal Building with a 40x50x15' Single Slope Metal Building with three new rollup doors and one walk thru door to allow access from multiple sides. The current building panels are basically rusted to the point that you can visibly see daylight through many of the panels. Some rusted areas and holes in the roof and wall panels are causing water problems and condensation. Repairs are estimated at \$12K with no guarantee that further leaks would not happen with just repair because of the general condition of the building. Requested funds would supply a commercial grade building with a 20yr warranty and concrete that would be big enough to allow for safer storage and security of cemetery equipment. We currently have to move out equipment to access other equipment. Floors constantly stay wet and muddy as well as our equipment. The cemetery would assume responsibility of demolishing current structure and grading area for new building. \$18K for concrete, electric, etc.		\$ 50,000.00	\$ -	\$ -
5999	Elmwood Cemetery Expansion				\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 10,802.50</b>	<b>\$ 62,964.00</b>	<b>\$ 12,964.00</b>	<b>\$ 12,964.00</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Public Works-Cemetery Budget</b>				<b>\$ 349,130.51</b>	<b>\$ 427,982.09</b>	<b>\$ 361,881.69</b>	<b>\$ 361,881.69</b>

CAPITAL OUTLAY																		Fiscal Year FY20-21			
Fund:		11-General Fund				Dept. Head-Rick Fletcher															
Dept #:		Public Works - 1142																			
Division:		Cemetery - 1142																			
		Current Asset Information						Replacement Asset Information													
						Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?				
1	5486	E1233	2013 Hustler 60" mower	\$ 8,899.00	1,972	\$ 1,500.00	\$ 1,928.16	\$ 1,174.21	\$ 1,026.14	N	1	John Deere Z930M w/Bagger	Mower has 1972hrs. Issues with it backfiring. Spending an avg of \$2500/yr in repairs since placed in service in 2013.	\$ 12,964.00	\$ 12,964.00	\$ 12,964.00	N				
2	5825	N/A	1970's Arch style metal building - Willowdale	N/A	N/A	\$ 2,000.00				N	2	40x50x15 Commercial building with 20yr warranty	Current building leaks, is beyond repair and lacks adequate space to safely store equipment	\$ 50,000.00	\$ -	\$ -	N				
Total Capital Outlay Request				\$ 8,899.00		\$ 3,500.00	\$ 1,928.16	\$ 1,174.21	\$ 1,026.14					\$ 62,964.00	\$ 12,964.00	\$ 12,964.00					

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Cemetery Workshop registration (2)employees	\$ 140.00	\$ 150.00	\$ 150.00	\$ 150.00	
2		Landscape Conference in Rocky Mount (2) Licensed Staff	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	
3		Chemical Spill Class held @ Public Works (2) Licensed Staff	\$ 190.00	\$ 190.00	\$ 190.00	\$ 190.00	
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 2323 Other Training</b>	<b>\$ 400.00</b>	<b>\$ 410.00</b>	<b>\$ 410.00</b>	<b>\$ 410.00</b>	

## SUPPORTING SCHEDULE

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Cemetery Workshop in Charlotte: updates on cemetery laws and regulations - efficient ways to operate cemeteries Lodging for (2) nights (\$150.00) (2)Breakfast for (2)employees @ \$10.00 = \$40.00 (2)Dinner for (2)employees @ \$25.00 = \$100.00 (1)Lunch for (2)employees @ \$16.00 = \$32.00 Mileage Reimbursement 460miles @ \$0.575/mile = \$265.00 Chemical Spill Class (2)Lunch for (2)employees @ \$15.00 = \$30.00	\$ 413.23	\$ 650.00	\$ 650.00	\$ 650.00	
2	Cut per CM/ACM to FY20			\$ (300.00)	\$ (300.00)	
3						
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 3121 Travel</b>	<b>\$ 413.23</b>	<b>\$ 650.00</b>	<b>\$ 350.00</b>	<b>\$ 350.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Temporary worker contracted through Holden Temporaries	\$ 1,171.80	\$ -	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3914 Contract Services</b>	<b>\$ 1,171.80</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	



## FISCAL YEAR 2020-2021 BUDGET

### DEPARTMENT/DIVISION: FINANCE DEPARTMENT

#### DEPARTMENT OVERVIEW:

The Finance Department establishes and maintains an accounting and reporting system in accordance with NC General Statutes, federal laws and regulations and generally accepted accounting principles. The Finance Department is composed of three sections: Accounting, Billing, and Revenue Collections. The Accounting Division encompasses cash, grant and debt management, maintaining accounting and financial records, managing delinquent collections, payroll management, purchasing, procurement card management, accounts payable, preparing the budget and CAFR, and assessment of internal controls. The Billing and Revenue Collections Divisions is responsible for reading water meters, turning water meters on and off, billing over 15,000 customers per month for water, sewer, refuse and other miscellaneous services, receiving and posting of payments for utility bills and all other revenues.

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET Fiscal Year FY20-21											
Fund: 11-General Fund		Dept. Head Catherine Gwynn									
Dept #: 2111 Finance		~ = Division by Zero									
Division: 2111 ~		* = Change < \$500									
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 576,326.28	\$ 629,196.00	\$ 629,196.00	\$ 625,390.87	\$ 799,085.96	27.00%	\$ 723,671.52	15.02%	\$ 723,671.52	15.02%
1220	Salaries & Wages Overtime	\$ 666.26	\$ -	\$ -	\$ 43.00	\$ -	~	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ -	\$ -	\$ -	\$ 996.84	\$ 720.00	~	\$ 720.00	~	\$ 720.00	~
1260	Salaries & Wages Part-Time	\$ 27,251.23	\$ 32,011.00	\$ 32,011.00	\$ 24,730.00	\$ 24,000.00	-25.03%	\$ 24,000.00	-25.03%	\$ 24,000.00	-25.03%
1275	Salaries & Wages Bonus	\$ 5,095.53	\$ -	\$ -	\$ 5,668.00	\$ 7,021.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,885.00	\$ -	\$ -	\$ 3,336.00	\$ 5,100.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 25,992.57			\$ -	\$ -	~	\$ -	*	\$ -	*
1810	Social Security	\$ 48,308.92	\$ 50,619.53	\$ 50,619.53	\$ 47,265.00	\$ 63,948.41	26.33%	\$ 57,251.95	13.10%	\$ 57,251.95	13.10%
1821	NCLGERS-Retirement	\$ 49,518.77	\$ 56,753.48	\$ 56,753.48	\$ 55,527.00	\$ 84,846.59	49.50%	\$ 76,410.77	34.64%	\$ 76,410.77	34.64%
1822	401-K Retirement	\$ 22,039.73	\$ 25,168.16	\$ 25,168.16	\$ 24,584.00	\$ 33,437.08	32.85%	\$ 29,935.66	18.94%	\$ 29,935.66	18.94%
1825	LGERs-CBBC Liab-Cont Base Benef Cap		\$ -	\$ -	\$ 95,939.00	\$ -	~	\$ -	*	\$ -	*
1830	Hospital Insurance	\$ 71,766.47	\$ 76,320.00	\$ 76,320.00	\$ 73,354.00	\$ 111,180.00	45.68%	\$ 91,560.00	19.97%	\$ 91,560.00	19.97%
1835	Group Term Life Insurance Coverage	\$ 528.97	\$ -	\$ -	\$ 497.00	\$ 648.72	~	\$ 648.72	~	\$ 648.72	~
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 312.00	~	\$ 312.00	*	\$ 312.00	*
1860	Worker's Compensation	\$ 3,221.00	\$ 3,174.00	\$ 3,174.00	\$ 3,425.00	\$ 3,269.00	2.99%	\$ 3,269.00	2.99%	\$ 3,269.00	2.99%
	Total Salaries & Benefits	\$ 833,600.73	\$ 873,242.17	\$ 873,242.17	\$ 960,755.71	\$ 1,133,568.76	29.81%	\$ 1,007,779.63	15.41%	\$ 1,007,779.63	15.41%
1911	Audit	\$ 25,286.00	\$ 29,400.00	\$ 29,400.00	\$ 39,400.00	\$ 43,500.00	47.96%	\$ 43,500.00	47.96%	\$ 43,500.00	47.96%
1915	Bank Fees	\$ 28,027.84	\$ 30,000.00	\$ 30,000.00	\$ 24,500.00	\$ 30,000.00	0.00%	\$ 25,000.00	-16.67%	\$ 25,000.00	-16.67%
1932	Medical Exams	\$ 350.00	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	0.00%	\$ 300.00	*	\$ 300.00	*
1991	Consultant Fees	\$ 73,042.86	\$ 50,100.00	\$ 66,850.00	\$ 50,064.00	\$ 73,000.00	45.71%	\$ 73,000.00	45.71%	\$ 73,000.00	45.71%
2203	Employee Appreciation	\$ 232.83	\$ 256.00	\$ 256.00	\$ 256.00	\$ 320.00	25.00%	\$ 256.00	*	\$ 256.00	*
2323	Other Training	\$ 3,819.30	\$ 2,695.00	\$ 2,695.00	\$ 1,100.00	\$ 7,262.00	169.46%	\$ 900.00	-66.60%	\$ 900.00	-66.60%
2601	Office Supplies	\$ 12,533.26	\$ 9,500.00	\$ 10,386.63	\$ 8,687.25	\$ 9,500.00	0.00%	\$ 6,725.00	-29.21%	\$ 6,725.00	-29.21%
2603	Postage Machine Supplies	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	~	\$ 25,000.00	~	\$ 25,000.00	~
2912	Data Processing Forms	\$ 3,235.10	\$ 2,500.00	\$ 2,500.00	\$ 1,416.89	\$ 3,800.00	52.00%	\$ 2,000.00	-20.00%	\$ 2,000.00	-20.00%
2993	Operational Supplies	\$ 4,771.36	\$ 4,700.00	\$ 4,700.00	\$ 2,692.59	\$ 5,000.00	6.38%	\$ 2,325.00	-50.53%	\$ 2,325.00	-50.53%
3121	Travel	\$ 4,002.69	\$ 4,895.00	\$ 4,895.00	\$ 4,439.69	\$ 7,665.00	56.59%	\$ 2,165.00	-55.77%	\$ 2,165.00	-55.77%
3250	Postage	\$ 5,278.45	\$ 7,000.00	\$ 7,000.00	\$ 4,146.00	\$ 7,000.00	0.00%	\$ 5,000.00	-28.57%	\$ 5,000.00	-28.57%
3410	Printing	\$ 960.99	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
3421	Copy Machine Cost	\$ 1,117.09	\$ 500.00	\$ 500.00	\$ 1,100.43	\$ 2,839.00	467.80%	\$ 2,839.00	467.80%	\$ 2,839.00	467.80%
3511	Building Maintenance	\$ 196.23	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	-100.00%	\$ -	*	\$ -	*
3521	Office Machine Maintenance	\$ 1,256.62	\$ 3,400.00	\$ 3,400.00	\$ 1,869.23	\$ 3,500.00	2.94%	\$ 2,500.00	-26.47%	\$ 2,500.00	-26.47%
3522	Machine/Equipment Maintenance	\$ 480.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
3812	Cash Over/Short	\$ (252.37)	\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
3914	Contract Services	\$ 15,008.59	\$ -	\$ -	\$ 78,855.00	\$ -	~	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ 631.00	~	\$ 631.00	~
3999	Tax Listing	\$ 271,007.71	\$ 270,000.00	\$ 270,000.00	\$ 265,555.00	\$ 266,491.00	-1.30%	\$ 266,491.00	-1.30%	\$ 266,491.00	-1.30%
3999A	Tax Listing Fees - NCVTS	\$ -	\$ -	\$ -	\$ 61,949.00	\$ 57,000.00	~	\$ 57,000.00	~	\$ 57,000.00	~
4221	Software License Fees	\$ -	\$ 4,374.00	\$ 4,374.00	\$ 1,076.00	\$ 4,400.00	0.59%	\$ 4,400.00	0.59%	\$ 4,400.00	0.59%
4531	Security Bonds	\$ 711.00	\$ 800.00	\$ 800.00	\$ 206.00	\$ 700.00	-12.50%	\$ 700.00	-12.50%	\$ 700.00	-12.50%
4541	Employee Personal Liability	\$ 58.00	\$ 58.00	\$ 58.00	\$ 58.00	\$ 58.00	0.00%	\$ 58.00	*	\$ 58.00	*
4911	Subscriptions	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 94.70	\$ 1,225.00	22.50%	\$ 1,025.00	2.50%	\$ 1,025.00	2.50%

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Catherine Gwynn					
Dept #:		2111 Finance		~ = Division by Zero							
Division:		2111 ~		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ        % Δ    Incr/(Decr)
4912	Fees & Dues	\$ 2,169.55	\$ 3,705.00	\$ 3,705.00	\$ 3,005.00	\$ 3,695.00	-0.27%	\$ 3,695.00	-0.27%	\$ 3,695.00	-0.27%
9511	Stockroom-Office Supplies	\$ 7,673.15	\$ 8,500.00	\$ 8,500.00	\$ 5,591.39	\$ 8,500.00	0.00%	\$ 8,500.00	0.00%	\$ 8,500.00	0.00%
9561	Office Supplies	\$ 302.68	\$ 500.00	\$ 500.00	\$ 266.77	\$ 500.00	0.00%	\$ 500.00	*	\$ 500.00	*
9934	Transportation Planning Grant	\$ -			\$ -	\$ -	~	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 461,268.93	\$ 437,183.00	\$ 454,819.63	\$ 557,328.94	\$ 563,255.00	28.84%	\$ 536,010.00	22.61%	\$ 536,010.00	22.61%
					\$ -	\$ -	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
7160	Lease Purchase Payment		\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
	Total Finance~ Budget	\$ 1,294,869.66	\$ 1,310,425.17	\$ 1,328,061.80	\$ 1,518,084.65	\$ 1,696,823.76	29.49%	\$ 1,543,789.63	17.81%	\$ 1,543,789.63	17.81%

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

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Finance - 2111					
Division:		~ - 2111					
Dept. Head-Catherine Gwynn							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2912	Data Processing Forms		Check stock, Payroll Direct Deposit Stock \$1,800, W2 forms \$200, 1095's, 1099's forms (Softdocs), deposit slips for Revenue Collections. Need to research options for cash only deposit etc.. We will look in our Kinston files. Cfg 4/29/2020 12:55 PM Where are the checks and payroll deposit forms? Chestine will follow up- <b>Checks and payroll deposit forms cfg 4/29/2020 12:55 PM</b>	\$ 1,416.89	\$ 3,800.00	\$ 2,000.00	\$ 2,000.00
2993	Operational Supplies		Lexis Nexis Accurant 12 \$150/month; QS1 Receipt Paper (IT/Amazon) \$600; 2nd Monitor for Tanya \$150, Chairs (4) (\$300/each due to height & Fax Machine for Revenue \$200, Chair for Chestine \$300 and Andrea \$300, <b>Ordered \$500 filing cabinet 7/2019</b>	\$ 2,692.59	\$ 5,000.00	\$ 2,325.00	\$ 2,325.00
3121	Travel	Y	SEE SCHEDULE	\$ 4,439.69	\$ 7,665.00	\$ 2,165.00	\$ 2,165.00
3250	Postage		Weekly check runs, certifieds, debt set-offs, tax info	\$ 4,146.00	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00
3410	Printing		City window & letterhead envelopes, business cards, address labels		\$ 1,000.00	\$ 750.00	\$ 750.00
3421	Copy Machine Cost		Monthly copy machine lease costs C558 \$1,755.60 and C368 \$1,082.76 - <b>\$150 per month average</b>	\$ 1,100.43	\$ 2,839.00	\$ 2,839.00	\$ 2,839.00
3511	Building Maintenance			\$ 1,000.00			
3521	Office Machine Maintenance		Costs/maintenance for copy machines(2) Finance(1) Revenue(1)Billing, Maintenance agreement on folder/sealer equipment in computer room-check printers??	\$ 1,869.23	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00
3522	Machine/Equipment Maintenance			\$ -	\$ 1,000.00	\$ 750.00	\$ 750.00
3812	Cash Over/Short					\$ -	\$ -
3914	Contract Services	Y	SEE SCHEDULE	\$ 78,855.00	\$ -	\$ -	\$ -
3950	Education Reimbursement			\$ -	\$ -	\$ 631.00	\$ 631.00
3999	Tax Listing		Per FY21 Property Tax JUN30 Estimate.xlsx	\$ 265,555.00	\$ 266,491.00	\$ 266,491.00	\$ 266,491.00
3999A	Tax Listing Fees - NCVTS		Per FY21 Property Tax JUN30 Estimate.xlsx	\$ 61,949.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00
4221	Software License Fees		CFS Tax \$505, ProWare Fixed Asset Keeper \$500, Proware Quick Trial Balance \$250; TimeValue \$200, Lobby Central \$1,770, TTC \$480, CPA Trial Balance Financial Software \$845	\$ 1,076.00	\$ 4,400.00	\$ 4,400.00	\$ 4,400.00
4531	Security Bonds		Insurance Bonds - Finance Director and Revenue Collector	\$ 206.00	\$ 700.00	\$ 700.00	\$ 700.00
4541	Employee Personal Liability		Provided by Finance	\$ 58.00	\$ 58.00	\$ 58.00	\$ 58.00
4911	Subscriptions	Y	SEE SCHEDULE	\$ 94.70	\$ 1,225.00	\$ 1,025.00	\$ 1,025.00
4912	Fees & Dues	Y	SEE SCHEDULE	\$ 3,005.00	\$ 3,695.00	\$ 3,695.00	\$ 3,695.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Finance - 2111</b>					
<b>Division:</b>		<b>~ - 2111</b>					
		<b>Dept. Head-Catherine Gwynn</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
9511	Stockroom-Office Supplies		Letter, Legal and 11 X 17 paper for City departments, annual calendars for City departments	\$ 5,591.39	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
9561	Office Supplies		City envelopes, copy paper for Finance	\$ 266.77	\$ 500.00	\$ 500.00	\$ 500.00
9934	Transportation Planning Grant						
<b>Total Operating Expenditures</b>				<b>\$ 557,328.94</b>	<b>\$ 563,255.00</b>	<b>\$ 536,010.00</b>	<b>\$ 536,010.00</b>
					\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
7160	Lease Purchase Payment		Provided by Finance				
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Finance~ Budget</b>				<b>\$ 1,518,084.65</b>	<b>\$ 1,696,823.76</b>	<b>\$ 1,543,789.63</b>	<b>\$ 1,543,789.63</b>

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Catherine Gwynn</b>			
<b>Dept #: Finance - 2111</b>							
<b>Division: ~ - 2111</b>							
<b>Account: 1991 Consultant Fees</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		RiskVersity-Risk Management - Monthly services	\$ 5,500.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
2		RiskVersity-Risk Management - Manage RFQ for Insurance Brokerage Services (ballpark estimate, waiting on Chris Holmes for quote)	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
3		Cavanaugh Macdonald -GASB 73 LEO Separation Allowance Study	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4		Davenport & Company - Financial Advisors	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
5		Kimberly Dawson-Training Fees	\$ 64.00	\$ -	\$ -	\$ -	
6		Kaye Scott-Training Fees	\$ 3,500.00	\$ -	\$ -	\$ -	
7		Implementation of GASB 87 for Leases		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
8		Cavanuagh MacDonald - GASB Statement 75 OPEB Study		\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 50,064.00</b>	<b>\$ 73,000.00</b>	<b>\$ 73,000.00</b>	<b>\$ 73,000.00</b>	



**SUPPORTING SCHEDULE**

**Fund:** 11-General Fund  
**Dept #:** Finance - 2111  
**Division:** ~ - 2111  
**Account:** 2323 Other Training

**Fiscal Year FY20-21****Dept. Head-Catherine Gwynn**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Finance Officer's Summer Conference (CFG & ALT) @ \$300 ea	\$ 600.00	\$ 600.00	\$ -	\$ -	
2	Finance Officer's Spring Conference (CFG & ALT) @ \$250 ea	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
3	Accounting Courses @ WCC (Krystal) \$1262.00 - move to educational reimbursement cfg 4/29/2020 12:35 PM	\$ -	\$ 1,262.00	\$ -	\$ -	
4	Banner Training Courses (CFG & ALT) \$3000.00 total	\$ -	\$ 3,000.00	\$ -	\$ -	
5	Purchasing Conference-CAGP (Nona)	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
6	Onslow County Purchasing Training (Nona)	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
7	Customer Service Training for Lee, Marquita, Joy, CSR's, Reception	\$ -	\$ 1,500.00	\$ -	\$ -	
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 1,100.00</b>	<b>\$ 7,262.00</b>	<b>\$ 900.00</b>	<b>\$ 900.00</b>	

**SUPPORTING SCHEDULE**

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

**Fiscal Year FY20-21**  
**Dept. Head-Catherine Gwynn**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Summer Finance Officers Conference (CFG & ALT)-includes hotel, mileage reimbursement, meals	\$ 2,044.55	\$ 2,500.00	\$ -	\$ -	
2	Spring Finance Officers Conference (CFG & ALT)-includes hotel, mileage reimbursement, meals	\$ 1,208.86	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
3	Purchasing Conference (Nona)-hotel, mileage, meals	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
4	Onslow County Purchasing Training (Nona)-mileage, meals	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
5	Debt Set-Off Training (Nona & Chestine)-mileage, meals	\$ 58.07	\$ 50.00	\$ 50.00	\$ 50.00	
6	Banner Trainings (CFG & ALT)	\$ -	\$ 1,500.00	\$ -	\$ -	
7	SOG -Classes	\$ 1,046.45	\$ 1,500.00	\$ -	\$ -	
8	CAGP-Eastern Regional Training	\$ 41.76	\$ 75.00	\$ 75.00	\$ 75.00	
9	Interfaith Breakfast	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	
10						
	<b>Total - 3121 Travel</b>	<b>\$ 4,439.69</b>	<b>\$ 7,665.00</b>	<b>\$ 2,165.00</b>	<b>\$ 2,165.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Catherine Gwynn

Dept #: Finance - 2111

Division: ~ - 2111

Account: 3914 Contract Services

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Robert Half International (contract accountant to help FY19 Audit)	\$ 39,000.00	\$ -	\$ -	\$ -	
2	Holden Temporaries (R. Clark - contract clerical and reception)	\$ 28,750.00	\$ -	\$ -	\$ -	
3	JMA Placement (contract CSR for employee on FMLA )	\$ 11,105.00	\$ -	\$ -	\$ -	
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 3914 Contract Services</b>	<b>\$ 78,855.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 2111							
Division: ~ - 2111							
Account: 4911 Subscriptions							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		CDW-G	\$ 94.70	\$ -	\$ -	\$ -	
2		Annual Goldsboro News Argus subscription-Nona (legal ads for purchasing and surplus; obituaries)		\$ 225.00	\$ 225.00	\$ 225.00	
3		GAAP Guide Service		\$ 200.00	\$ 200.00	\$ 200.00	
4		Budgeting & Auditing Guides		\$ 600.00	\$ 600.00	\$ 600.00	
5		Miscellaneous		\$ 200.00	\$ -	\$ -	
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 94.70</b>	<b>\$ 1,225.00</b>	<b>\$ 1,025.00</b>	<b>\$ 1,025.00</b>	

**SUPPORTING SCHEDULE**

**Fund:** 11-General Fund  
**Dept #:** Finance - 2111  
**Division:** ~ - 2111  
**Account:** 4912 Fees & Dues

**Fiscal Year FY20-21****Dept. Head-Catherine Gwynn**

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

EXPENDITURE SHEET    Fiscal Year FY20-21											
Fund:            11-General Fund			Dept. Head       Catherine Gwynn								
Dept #:        1019    Postage Credits			~ = Division by Zero								
Division:      1019    ~			* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
4974	Postage Credits	\$    (15,354.28)	\$    (30,000.00)	\$    (30,000.00)	\$    (18,786.50)	\$    (32,140.00)	*	\$    (32,140.00)	*	\$    (32,140.00)	*
Total Operating Expenditures		\$    (15,354.28)	\$    (30,000.00)	\$    (30,000.00)	\$    (18,786.50)	\$    (32,140.00)	*	\$    (32,140.00)	*	\$    (32,140.00)	*
Total Postage Credits~ Budget		\$    (15,354.28)	\$    (30,000.00)	\$    (30,000.00)	\$    (18,786.50)	\$    (32,140.00)	*	\$    (32,140.00)	*	\$    (32,140.00)	*

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Dept. Head-Catherine Gwynn</b>		<b>Blue Font - Detail Schedule Requested</b>	
<b>Fund:</b>		<b>11-General Fund</b>				<b>Green Cell - Department Input</b>	
<b>Dept #:</b>		<b>Postage Credits - 1019</b>					
<b>Division:</b>		<b>~ - 1019</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4974	Postage Credits		Charges from account #3250A	\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)	\$ (32,140.00)
	Total Operating Expenditures			\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)	\$ (32,140.00)
	Total Postage Credits-~ Budget			\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)	\$ (32,140.00)

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20	FY20-21 Adopted 06/XX/20	Finance Notes
1	Internal Postage Charges - Acct #3250A					
2	1011-Mayor/Council	\$ (175.00)	\$ (175.00)	\$ (175.00)	\$ (175.00)	
3	1012-City Manager	\$ (200.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
4	1016-HR	\$ (300.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
5	1017-Community Relations	\$ (350.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
6	1018-Paramount	\$ (120.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	
7	1020-GEC	\$ (3.00)	\$ (5.00)	\$ (5.00)	\$ (5.00)	
8	1024-Inspections	\$ (2,500.00)	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)	
9	1025-DGDC	\$ (2,682.50)	\$ (2,850.00)	\$ (2,850.00)	\$ (2,850.00)	
10	1030-Information Technology	\$ (40.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
11	1111-PW-Admin	\$ (50.00)	\$ (50.00)	\$ (50.00)	\$ (50.00)	
12	1114-PW-Garage	\$ -	\$ (10.00)	\$ (10.00)	\$ (10.00)	
13	1133-PW-Bldg Maintanance	\$ (10.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)	
14	1142-PW-Cemetery	\$ (5.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)	
15	2111-Finance	\$ (4,146.00)	\$ (7,000.00)	\$ (7,000.00)	\$ (7,000.00)	
16	3151-Planning	\$ (3,240.00)	\$ (5,700.00)	\$ (5,700.00)	\$ (5,700.00)	
17	4134-PW-Streets	\$ (10.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)	
18	4143-PW-Solid Waste	\$ (10.00)	\$ (20.00)	\$ (20.00)	\$ (20.00)	
19	4172-Engineering	\$ (150.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
20	5120-Fire	\$ (575.00)	\$ (650.00)	\$ (650.00)	\$ (650.00)	
21	6121-Police	\$ (1,000.00)	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)	
22	7460-Parks & Rec	\$ (350.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
23	7461-Golf	\$ (200.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
24	4137-Stormwater	\$ -	\$ -	\$ -	\$ -	
25	4174-Billing & Meters Services	\$ -	\$ (200.00)	\$ (200.00)	\$ (200.00)	
26	4175-PW-Maintenance	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
27	4176-PU-Water	\$ (210.00)	\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)	
28	4177-PU-Waste	\$ (150.00)	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	
29	4179-PU-Compost	\$ (10.00)	\$ (2,300.00)	\$ (2,300.00)	\$ (2,300.00)	
30	9077-T & T	\$ (1,800.00)	\$ (1,800.00)	\$ (1,800.00)	\$ (1,800.00)	



<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Postage Credits - 1019							
Division: ~ - 1019							
Account: 4974 Postage Credits							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20	FY20-21 Adopted 06/XX/20	Finance Notes
		Total - 4974 Postage Credits	\$ (18,786.50)	\$ (32,140.00)	\$ (32,140.00)	\$ (32,140.00)	

EXPENDITURE SHEET												
Fiscal Year FY20-21												
Fund:	11-General Fund		Dept. Head		Catherine Gwynn							
Dept #:	2112	Office Supply Credits	~ = Division by Zero									
Division:	2112	~	* = Change < \$500									
			Purple Cell-Finance Input									
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
4973	Office Supply Credits		\$ (5,333.52)	\$ (9,000.00)	\$ (9,000.00)	\$ (7,216.62)	\$ (7,357.00)	*	\$ (7,357.00)	*	\$ (7,357.00)	*
	Total Operating Expenditures		\$ (5,333.52)	\$ (9,000.00)	\$ (9,000.00)	\$ (7,216.62)	\$ (7,357.00)	*	\$ (7,357.00)	*	\$ (7,357.00)	*
	Total Office Supply Credits~ Budget		\$ (5,333.52)	\$ (9,000.00)	\$ (9,000.00)	\$ (7,216.62)	\$ (7,357.00)	*	\$ (7,357.00)	*	\$ (7,357.00)	*

JUSTIFICATION SHEET		Fiscal Year FY20-21		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Office Supply Credits - 2112					
Division:		~ - 2112					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4973	Office Supply Credits	Y	See attached detail schedule.	\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)	\$ (7,357.00)
	Total Operating Expenditures			\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)	\$ (7,357.00)
	Total Office Supply Credits~ Budget			\$ (7,216.62)	\$ (7,357.00)	\$ (7,357.00)	\$ (7,357.00)

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Catherine Gwynn			
Dept #:		Office Supply Credits - 2112					
Division:		~ - 2111					
Account:		4973 Office Supply Credits					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 05/29/20	FY20-21 Adopted 06/XX/20	Finance Notes
1		Stockroom Office Supplies - Acct #9511					
2		1011-Mayor/Council	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	
3		1012-City Manager	\$ (250.00)	\$ (275.00)	\$ (275.00)	\$ (275.00)	
4		1016-HR	\$ (206.11)	\$ (250.00)	\$ (250.00)	\$ (250.00)	
5		1017-Community Relations	\$ (1,478.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
6		1018-Paramount	\$ (99.60)	\$ (100.00)	\$ (100.00)	\$ (100.00)	
7		1020-GEC	\$ (16.14)	\$ (32.00)	\$ (32.00)	\$ (32.00)	
8		1024-Inspections	\$ (200.00)	\$ (400.00)	\$ (400.00)	\$ (400.00)	
9		1025-DGDC	\$ (300.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
10		1030-Information Technology	\$ -	\$ -	\$ -	\$ -	
11		1111-PW-Admin	\$ (200.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
12		1114-PW-Garage	\$ -	\$ -	\$ -	\$ -	
13		1133-PW-Bldg Maintanance	\$ -	\$ -	\$ -	\$ -	
14		1142-PW-Cemetery	\$ -	\$ -	\$ -	\$ -	
15		2111-Finance	\$ (266.77)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
16		3151-Planning	\$ (360.00)	\$ (600.00)	\$ (600.00)	\$ (600.00)	
17		4134-PW-Streets	\$ -	\$ -	\$ -	\$ -	
18		4143-PW-Solid Waste	\$ -	\$ -	\$ -	\$ -	
19		4172-Engineering	\$ (250.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
20		5120-Fire	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
21		6121-Police	\$ (460.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
22		7460-Parks & Rec	\$ (1,230.00)	\$ (1,500.00)	\$ (1,500.00)	\$ (1,500.00)	
23		7461-Golf	\$ (100.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
24		4137-Stormwater	\$ -				
25		4174-Billing & Meters Services	\$ -				
26		4175-PW-Maintenance	\$ -				
27		4176-PU-Water	\$ (350.00)	\$ (350.00)	\$ (350.00)	\$ (350.00)	
28		4177-PU-Waste	\$ (700.00)	\$ (700.00)	\$ (700.00)	\$ (700.00)	
29		4179-PU-Compost	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	
30		9077-T & T	\$ -				
		<b>Total - 4973 Office Supply Credits</b>	<b>\$ (7,216.62)</b>	<b>\$ (7,357.00)</b>	<b>\$ (7,357.00)</b>	<b>\$ (7,357.00)</b>	

**FISCAL YEAR 2020-2021 BUDGET**  
**DEPARTMENT/DIVISION: PLANNING DEPARTMENT**

**DEPARTMENT OVERVIEW:**

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

**GOALS/MAJOR OBJECTIVES:**

- Maintain exceptional customer service in guiding the public through the numerous processes administered by the department including change of zones, conditional uses, street closings, annexations, variances, subdivisions, certificates of appropriateness, etc.
- Continue to support our citizens and other departments relative to GIS, mapping, land use, etc.
- Provide staff support to the Planning Commission, Board of Adjustment, Historic District Commission, Transportation Advisory Committee and Technical Coordinating Committee.
- Submit all legal documentation as it relates to the numerous processes administered by the department to include transportation-related tasks.
- Continue Code Enforcement activities to beautify and improve the appearance of the City through education and management.
- Manage and maintain the City's Unified Development Ordinance by providing City Council with all the necessary information which to make informed decisions affecting the community.
- Lead the effort to implement the City's Comprehensive Land Use Plan.
- Provide support to other City departments as requested.

**SIGNIFICANT BUDGET ISSUES:**

- Maintain and improve software and hardware in order to accomplish major objectives including those outlined in the GIS Strategic Plan.
- Manage the merger of Code Enforcement and Minimum Housing (staff, operations, equipment and maintenance) within the department to be more proactive with the use of the Order to Repair Program and all code enforcement ordinances.
- Manage an increasing response to tree service needs within the City's right-of-way due to aging tree stock.
- Mandatory compliance with North Carolina planning and land use statutes (Chapter 160D) requiring amendment of existing UDO by January 1, 2021.
- Provide transportation planning for the Goldsboro Urban Area to ensure a continuing, cooperative, and comprehensive approach is being used to address both short and long-range transportation needs as require by FHWA (Federal Highway Administration).



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Jennifer Collins					
Dept #:		3151 Planning		~ = Division by Zero							
Division:		3151 ~		* = Change < \$500							
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 404,300.52	\$ 455,056.00	\$ 455,056.00	\$ 414,864.16	\$ 531,986.33	16.91%	\$ 531,986.33	16.91%	\$ 531,986.33	16.91%
1220	Salaries & Wages Overtime	\$ 955.29			\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ (2,189.60)	\$ 44,252.00	\$ 44,252.00	\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 2,779.38	\$ -	\$ -	\$ 2,700.00	\$ 4,500.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,407.88	\$ -	\$ -	\$ 2,100.00	\$ 3,000.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 8,626.09	\$ -	\$ -	\$ 5,578.00	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 31,945.58	\$ 38,304.00	\$ 38,304.00	\$ 32,586.11	\$ 41,325.78	7.89%	\$ 40,752.03	6.39%	\$ 40,752.03	6.39%
1821	NCLGERS-Retirement	\$ 33,825.76	\$ 41,045.00	\$ 41,045.00	\$ 43,235.16	\$ 54,830.94	33.59%	\$ 54,389.32	32.51%	\$ 54,389.32	32.51%
1822	401-K Retirement	\$ 15,047.76	\$ 18,202.00	\$ 18,202.00	\$ 17,038.49	\$ 21,608.25	18.71%	\$ 21,308.25	17.07%	\$ 21,308.25	17.07%
1830	Hospital Insurance	\$ 44,416.60	\$ 57,240.00	\$ 57,240.00	\$ 45,780.00	\$ 65,400.00	14.26%	\$ 65,400.00	14.26%	\$ 65,400.00	14.26%
1835	Group Term Life Insurance Coverage	\$ 289.48	\$ -	\$ -	\$ 140.00	\$ 381.60	*	\$ 381.60	*	\$ 381.60	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 215.00	*	\$ 215.00	*	\$ 215.00	*
1860	Worker's Compensation	\$ 3,213.00	\$ 3,374.00	\$ 3,374.00	\$ 3,330.00	\$ 3,474.00	2.96%	\$ 3,474.00	2.96%	\$ 3,474.00	2.96%
1899	Less: Reimbursed by Grants	\$ (54,014.86)	\$ (96,181.00)	\$ (96,181.00)	\$ (67,529.00)	\$ (67,529.00)	*	\$ (67,529.00)	*	\$ (67,529.00)	*
	Total Salaries & Benefits	\$ 491,346.55	\$ 562,012.00	\$ 562,012.00	\$ 500,542.92	\$ 659,912.91	17.42%	\$ 651,097.53	15.85%	\$ 651,097.53	15.85%
1932	Medical Exams	\$ 205.00	\$ 180.00	\$ 180.00	\$ 158.00	\$ 632.00	251.11%	\$ 632.00	251.11%	\$ 632.00	251.11%
1991	Consultant Fees	\$ 9,190.08	\$ 20,000.00	\$ 45,699.47	\$ 77,660.00	\$ 76,500.00	282.50%	\$ 66,500.00	232.50%	\$ 66,500.00	232.50%
2203	Employee Appreciation	\$ 112.00	\$ 176.00	\$ 176.00	\$ 106.00	\$ 160.00	*	\$ 160.00	*	\$ 160.00	*
2323	Other Training	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 1,259.54	\$ 4,950.00	\$ 4,950.00	\$ 3,520.00	\$ 7,680.00	55.15%	\$ 4,950.00	0.00%	\$ 4,950.00	0.00%
2502	Vehicle Fuel	\$ 2,104.16	\$ 4,400.00	\$ 4,400.00	\$ 6,200.00	\$ 9,600.00	118.18%	\$ 7,100.00	61.36%	\$ 7,100.00	61.36%
2601	Office Supplies	\$ 309.19	\$ 900.00	\$ 900.00	\$ 900.00	\$ 1,500.00	66.67%	\$ 1,200.00	33.33%	\$ 1,200.00	33.33%
2603	Postage Machine Supplies	\$ 21,690.97	\$ 39,600.00	\$ 39,600.00	\$ 20,000.00	\$ -	*	\$ -	*	\$ -	*
2701	Advertising Legal Disp Ads (1215)				\$ -	\$ 20,000.00	~	\$ 15,000.00	~	\$ 15,000.00	~
2993	Operational Supplies	\$ 5,602.07	\$ 10,520.00	\$ 10,520.00	\$ 10,520.00	\$ 14,860.00	41.25%	\$ 8,930.00	-15.11%	\$ 8,930.00	-15.11%
2996	Hanging Baskets		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3121	Travel	\$ 4,430.51	\$ 4,325.00	\$ 4,325.00	\$ 5,325.00	\$ 13,350.00	208.67%	\$ 11,850.00	173.99%	\$ 11,850.00	173.99%
3210	Telephone	\$ 1,600.65	\$ 5,100.00	\$ 5,100.00	\$ 1,772.00	\$ 4,524.00	-11.29%	\$ 4,524.00	-11.29%	\$ 4,524.00	-11.29%
3250	Postage	\$ 3,432.41	\$ 3,600.00	\$ 3,600.00	\$ 3,240.00	\$ 5,700.00	58.33%	\$ 5,700.00	58.33%	\$ 5,700.00	58.33%
3410	Printing	\$ 822.38	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 5,100.00	64.52%	\$ 1,050.00	-66.13%	\$ 1,050.00	-66.13%
3421	Copy Machine Cost	\$ 3,782.98	\$ 3,120.00	\$ 3,120.00	\$ 3,840.00	\$ 6,041.52	93.64%	\$ 4,541.52	45.56%	\$ 4,541.52	45.56%
3513	Tree Replacement	\$ 3,508.75	\$ 4,000.00	\$ 13,000.00	\$ 9,000.00	\$ 7,000.00	75.00%	\$ 3,000.00	-25.00%	\$ 3,000.00	-25.00%
3532	Maintenance of Enhancement Areas	\$ 49,091.87	\$ 64,980.00	\$ 74,980.00	\$ 60,480.00	\$ 80,660.00	24.13%	\$ 83,660.00	28.75%	\$ 83,660.00	28.75%
3914	Contract Services	\$ 37,308.25	\$ -	\$ -	\$ 44,252.00	\$ 44,252.00	~	\$ 44,252.00	~	\$ 44,252.00	~
3950	Education Reimbursement	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 2,500.00	127.27%	\$ 1,250.00	13.64%	\$ 1,250.00	13.64%
3954	House Securement				\$ -	\$ 10,000.00	~	\$ 10,000.00	~	\$ 10,000.00	~
3991	Commission Expenses	\$ 585.00	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00	0.00%	\$ 1,760.00	0.00%	\$ 1,760.00	0.00%
3993	Building Demolition	\$ (30.00)			\$ -	\$ 200,200.00	~	\$ 50,200.00	~	\$ 50,200.00	~
3994	Tree Service	\$ 71,720.15	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 150,000.00	150.00%	\$ 45,000.00	-25.00%	\$ 45,000.00	-25.00%
3996	Clean and Cut Lots	\$ 34,336.75	\$ 40,000.00	\$ 40,000.00	\$ 51,400.00	\$ 80,000.00	100.00%	\$ 40,000.00	0.00%	\$ 40,000.00	0.00%
4521	Auto Liability	\$ 2,013.00	\$ 2,114.00	\$ 2,114.00	\$ 1,949.00	\$ 2,046.00	-3.22%	\$ 2,046.00	-3.22%	\$ 2,046.00	-3.22%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund			Dept. Head		Jennifer Collins				
Dept #:		3151 Planning			~ = Division by Zero						
Division:		3151 ~			* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
4541	Employee Personal Liability	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	*	\$ 53.00	*	\$ 53.00	*
4911	Subscriptions	\$ 151.76	\$ 170.00	\$ 170.00	\$ 170.00	\$ 180.00	*	\$ 180.00	*	\$ 180.00	*
4912	Fees & Dues	\$ 1,618.00	\$ 3,420.00	\$ 3,420.00	\$ 3,420.00	\$ 6,065.00	77.34%	\$ 4,805.00	40.50%	\$ 4,805.00	40.50%
9561	Office Supplies	\$ 383.62	\$ 360.00	\$ 360.00	\$ 360.00	\$ 600.00	66.67%	\$ 600.00	66.67%	\$ 600.00	66.67%
9934	Transportation Planning Grant	\$ 157,637.41	\$ 370,223.00	\$ 507,498.42	\$ 336,994.00	\$ 258,622.00	-30.14%	\$ 258,622.00	-30.14%	\$ 258,622.00	-30.14%
	Total Operating Expenditures	\$ 414,019.50	\$ 649,651.00	\$ 831,625.89	\$ 707,279.00	\$ 1,011,085.52	55.64%	\$ 679,065.52	4.53%	\$ 679,065.52	4.53%
5412	Compact Pick-Up Trucks				\$ -	\$ 25,000.00	~	\$ -	*	\$ -	*
5743	NCDOT ROW Purchase \$500K	\$ 125,000.00			\$ -	\$ 187,500.00	~	\$ 187,500.00	~	\$ 187,500.00	~
5947	Sidewalks		\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	0.00%	\$ 1,310.00	0.00%	\$ 1,310.00	0.00%
	Total Capital Outlay	\$ 125,000.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 213,810.00	16221.37%	\$ 188,810.00	14312.98%	\$ 188,810.00	14312.98%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Planning-~ Budget	\$ 1,030,366.05	\$ 1,212,973.00	\$ 1,394,947.89	\$ 1,209,131.92	\$ 1,884,808.43	55.39%	\$ 1,518,973.05	25.23%	\$ 1,518,973.05	25.23%



JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested Green Cell - Department Input				
Fund: 11-General Fund		Dept. Head-Jennifer Collins					
Dept #: Planning - 3151							
Division: ~ - 3151							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		Filled New positions - Code Enforcement Admin. & Code Enforcement Position; AND Anticipated Filled by June 30 2020 - Planner I & Asst. Planning Director	\$ 414,864.16	\$ 531,986.33	\$ 531,986.33	\$ 531,986.33
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -	\$ -
1224	Cell Phone Stipend		K. Talton	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		10 ppl @ \$450 each	\$ 2,700.00	\$ 4,500.00	\$ -	\$ -
1278	Wellness Earnings		based on number of participants	\$ 2,100.00	\$ 3,000.00	\$ -	\$ -
1280	Vacation Pay Out		1 Retirement	\$ 5,578.00	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 32,586.11	\$ 41,325.78	\$ 40,752.03	\$ 40,752.03
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 43,235.16	\$ 54,830.94	\$ 54,389.32	\$ 54,389.32
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,038.49	\$ 21,608.25	\$ 21,308.25	\$ 21,308.25
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 45,780.00	\$ 65,400.00	\$ 65,400.00	\$ 65,400.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 140.00	\$ 381.60	\$ 381.60	\$ 381.60
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 215.00	\$ 215.00	\$ 215.00
1860	Worker's Compensation		Provided by Finance	\$ 3,330.00	\$ 3,474.00	\$ 3,474.00	\$ 3,474.00
1899	Less: Reimbursed by Grants			\$ (67,529.00)	\$ (67,529.00)	\$ (67,529.00)	\$ (67,529.00)
	<b>Total Salaries &amp; Benefits</b>			<b>\$ 500,542.92</b>	<b>\$ 659,912.91</b>	<b>\$ 651,097.53</b>	<b>\$ 651,097.53</b>
1932	Medical Exams		based upon 8 per year @ \$79	\$ 158.00	\$ 632.00	\$ 632.00	\$ 632.00
1991	Consultant Fees	Y	See Schedule 1991	\$ 77,660.00	\$ 76,500.00	\$ 66,500.00	\$ 66,500.00
2203	Employee Appreciation		10 employees	\$ 106.00	\$ 160.00	\$ 160.00	\$ 160.00
2323	Other Training	Y	ESRI/Energov/Laserfiche	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2501	Vehicle Operation/Maintenance		4 vehicles (P892; P1008; P1194; P1356)	\$ 3,520.00	\$ 7,680.00	\$ 4,950.00	\$ 4,950.00
2502	Vehicle Fuel		4 vehicles (P892; P1008; P1194; P1356)	\$ 6,200.00	\$ 9,600.00	\$ 7,100.00	\$ 7,100.00
2601	Office Supplies		general office supplies (pens,ink,notebooks, etc.) Order to Repair/Minimum Housing increase cost of mailing supplies	\$ 900.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
2603	Postage Machine Supplies		Move to Finance for FY20-21	\$ 20,000.00	\$ -	\$ -	\$ -
2701	Advertising Legal Disp Ads (1215)		Estimated based on 2018-2019 invoices for Planning related Legal Ads (paid from 1012 Account) Addition of Minimum Housing Advertising UDO Updates per NCGS Regulations by Jan. 1, 2021 (moved Planning portions from Manager's budget to better track bill paying)	\$ -	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00

JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested Green Cell - Department Input				
Fund: 11-General Fund		Dept. Head-Jennifer Collins					
Dept #: Planning - 3151							
Division: ~ - 3151							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2993	Operational Supplies		Plotter Supplies+Maintenance 1 Retirement Party 8 Office Chairs Desktop Scanner - (2) Adminstrative	\$ 10,520.00	\$ 14,860.00	\$ 8,930.00	\$ 8,930.00
2996	Hanging Baskets		NA	\$ -	\$ -	\$ -	\$ -
3121	Travel	Y	Filled - Code Enfocement Admin. & Code Enforcement Position; AND Anticipated Filled by Year End 2020 - Planner I & Asst. Planning Director	\$ 5,325.00	\$ 13,350.00	\$ 11,850.00	\$ 11,850.00
3210	Telephone		Addition of New Staff Members	\$ 1,772.00	\$ 4,524.00	\$ 4,524.00	\$ 4,524.00
3250	Postage		Addition of Code Enforcement Officer generate more Certified Mailing pieces (Certified mail = \$5.70 each)	\$ 3,240.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
3410	Printing		Parking Violation Ticket books Door Hangers UDO Codification per NCGS Update 160D	\$ 3,100.00	\$ 5,100.00	\$ 1,050.00	\$ 1,050.00
3421	Copy Machine Cost		Annual Lease \$1841.52 Maintenance \$4200	\$ 3,840.00	\$ 6,041.52	\$ 4,541.52	\$ 4,541.52
3513	Tree Replacement		Miscellaneous Beautifcation Projects	\$ 9,000.00	\$ 7,000.00	\$ 3,000.00	\$ 3,000.00
3532	Maintenance of Enhancement Areas		Welcome to Goldsboro Signs Special Events Maintenance Maintenance of Royall Ave/US70 W @ I-795 / Spence Ave / Welcome to Goldsboro Sign land lease Duke Energy lighting at above locations	\$ 60,480.00	\$ 80,660.00	\$ 83,660.00	\$ 83,660.00
3914	Contract Services	Y	See Schedule 3914	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00
3950	Education Reimbursement		K. Talton	\$ 1,100.00	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
3954	House Securement		Proactive Minimum Housing to secure home from vandalism/trespassing (from Inspections)	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
3991	Commission Expenses		7 Members at \$7.50/meeting + Arbor Day	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00
3993	Building Demolition		See Demolition List (from Inspections)	\$ -	\$ 200,200.00	\$ 50,200.00	\$ 50,200.00
3994	Tree Service		Calls based on citizens/storm clean up / dead&diseasd **Proposing FY21 Annual Maintenance Contract** (in the ROW, diseased, damaged trees)	\$ 60,000.00	\$ 150,000.00	\$ 45,000.00	\$ 45,000.00
3996	Clean and Cut Lots		Code Enforcement Clean Lots Anticipated Enforcement of Order to Repair Maintenance per UDO (increase moving from Inspections)	\$ 51,400.00	\$ 80,000.00	\$ 40,000.00	\$ 40,000.00
4521	Auto Liability		Provided by Finance	\$ 1,949.00	\$ 2,046.00	\$ 2,046.00	\$ 2,046.00
4541	Employee Personal Liability		Provided by Finance	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00
4911	Subscriptions	Y	See Schedule 4911	\$ 170.00	\$ 180.00	\$ 180.00	\$ 180.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Planning - 3151</b>					
<b>Division:</b>		<b>~ - 3151</b>					
		<b>Dept. Head-Jennifer Collins</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4912	Fees & Dues	Y	See Schedule 4912	\$ 3,420.00	\$ 6,065.00	\$ 4,805.00	\$ 4,805.00
9561	Office Supplies		Addition of Code Enforcement Officer generates more Certified Mailing pieces	\$ 360.00	\$ 600.00	\$ 600.00	\$ 600.00
9934	Transportation Planning Grant		NCDOT Projects	\$ 336,994.00	\$ 258,622.00	\$ 258,622.00	\$ 258,622.00
<b>Total Operating Expenditures</b>				<b>\$ 707,279.00</b>	<b>\$ 1,011,085.52</b>	<b>\$ 679,065.52</b>	<b>\$ 679,065.52</b>
5412	Compact Pick-Up Trucks		Replacement Truck for Code Enforcement 19 y.o. Truck	\$ -	\$ 25,000.00	\$ -	\$ -
5743	NCDOT ROW Purchase \$500K		U-5724 NCDOT Contract for FY20 and FY21 \$187,500 each year	\$ -	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00
5947	Sidewalks		U-6204 NCDOT Betterment Agreement FY21 \$36542.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00
<b>Total Capital Outlay</b>				<b>\$ 1,310.00</b>	<b>\$ 213,810.00</b>	<b>\$ 188,810.00</b>	<b>\$ 188,810.00</b>
			Provided by Finance				
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Planning-~ Budget</b>				<b>\$ 1,209,131.92</b>	<b>\$ 1,884,808.43</b>	<b>\$ 1,518,973.05</b>	<b>\$ 1,518,973.05</b>

CAPITAL OUTLAY		Fiscal Year FY20-21															
Fund:		11-General Fund				Dept. Head-Jennifer Collins											
Dept #:		Planning - 3151															
Division:		~ - 3151															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5412	P892	2001 Ford Ranger (Kelly's truck)	\$ 11,618.00	148,762	\$ 4,000.00				N		F150 Truck -Code Enforcement	Age & mileage	\$ 25,000.00	\$ -	\$ -	Y
2	5743	N/A	NCDOT R/W Acquisition (2 of 3)	N/A	N/A	N/A					1	Project #U-5724		\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	N
3	5947	N/A	Sidewalk Construction	N/A	N/A	N/A					1	Project #U-6204	Our agreements with NCDOT - Bulb out Memorial Dr (30% our match)	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	N
Total Capital Outlay Request				\$ 11,618.00		\$ 4,000.00	\$ -	\$ -	\$ -					\$ 213,810.00	\$ 188,810.00	\$ 188,810.00	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Jennifer Collins</b>			
<b>Dept #: Planning - 3151</b>							
<b>Division: ~ - 3151</b>							
<b>Account: 1991 Consultant Fees</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		ADA Consultant - Milligan & Assoc.	\$ 11,260.00	\$ -	\$ -	\$ -	
2		Highland Mapping	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	Integrating Utility DB to GIS system
3		Tritech Software System	\$ 1,400.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	County 911 System
4		AIS Imaging - Laserfiche conversions	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Consultant to do scanning site plans
5		GIS 10 year Plan	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	To develop a new GIS 10 Year plan
6		Energov - Annual Review/Configuratoon	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
7		Required UDO Updates per NCGS 160D	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	Priority for Jennifer - 4/28/2020 9:07 AM
8		Laserfiche - Scanning of Site Plans	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 77,660.00</b>	<b>\$ 76,500.00</b>	<b>\$ 66,500.00</b>	<b>\$ 66,500.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Jennifer Collins

Dept #: Planning - 3151

Division: ~ - 3151

Account: 2323 Other Training

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		ERSI/ Energov/Laserfiche		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 2323 Other Training</b>	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Jennifer Collins

Dept #: Planning - 3151

Division: ~ - 3151

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	ERSI Southeast User Group Conference (2) 3 nights	\$ 900.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	
2	Laserfiche User Group (1) 1 night	\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00	
3	NC ARC User Group Conference (2) 3 nights	\$ 625.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
4	NCACHO Annual Conference (5) 3 nights	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5	NCAPA Conference (3) 4 days (Required Certification)	\$ 600.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
6	NCAZO Conference (1) 3 days (Required Certification)	\$ 750.00	\$ 800.00	\$ 800.00	\$ 800.00	
7	NC Preservation Conference (1) 2 nights	\$ 500.00	\$ 550.00	\$ 550.00	\$ 550.00	
8	NC School of Government - Planning Courses (2)	\$ 800.00	\$ 850.00	\$ 850.00	\$ 850.00	
9	NCGIS Spring 2021 (1) 3 nights	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	
10	Per CM/ACM reduce travel to FY20 w/ Addtl 30% to FY20 - due to addtl person assumed in Planning only cut \$1500			\$ (1,500.00)	\$ (1,500.00)	
	<b>Total - 3121 Travel</b>	<b>\$ 5,325.00</b>	<b>\$ 13,350.00</b>	<b>\$ 11,850.00</b>	<b>\$ 11,850.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Jennifer Collins			
Dept #:		Planning - 3151					
Division:		~ - 3151					
Account:		3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Holden Temporaries - Roadside Trash pick up (2)					
2		(approximately \$20748 per year each Temporary)	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3914 Contract Services	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	



<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Jennifer Collins</b>			
<b>Dept #: Planning - 3151</b>							
<b>Division: ~ - 3151</b>							
<b>Account: 4911 Subscriptions</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Goldsboro News Argus Print Edition	\$ 170.00	\$ 180.00	\$ 180.00	\$ 180.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 170.00</b>	<b>\$ 180.00</b>	<b>\$ 180.00</b>	<b>\$ 180.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund

Dept. Head-Jennifer Collins

Dept #: Planning - 3151

Division: ~ - 3151

Account: 4912 Fees &amp; Dues

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	AICP Certification (1)	\$ 550.00	\$ 560.00	\$ -	\$ -	
2	APA Dues - National & Chapter (1)	\$ 330.00	\$ 340.00	\$ 340.00	\$ 340.00	
3	ASLA Dues (Amer. Society Landscape Architects) (1)	\$ 460.00	\$ 470.00	\$ 470.00	\$ 470.00	
4	ESRI SouthEast User Conference (2)	\$ 250.00	\$ 600.00	\$ 600.00	\$ 600.00	
5	NC ARC User Group Conference (2)	\$ 250.00	\$ 600.00	\$ 600.00	\$ 600.00	
6	NCAHO (Code Enforcement) Workshop (5)	\$ 780.00	\$ 1,750.00	\$ 1,050.00	\$ 1,050.00	
7	NCAPA Planning Conference (3)	\$ 290.00	\$ 900.00	\$ 900.00	\$ 900.00	
8	NCAZO Conference (1)	\$ 200.00	\$ 250.00	\$ 250.00	\$ 250.00	
9	NCAZO Dues (1)	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	
10	NC Preservation Conference (1)	\$ 250.00	\$ 260.00	\$ 260.00	\$ 260.00	
11	NC GIS 2021 spring (1)	\$ -	\$ 275.00	\$ 275.00	\$ 275.00	
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 3,420.00</b>	<b>\$ 6,065.00</b>	<b>\$ 4,805.00</b>	<b>\$ 4,805.00</b>	

## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: STREET MAINTENANCE

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET Fiscal Year FY20-21											
Fund: 11-General Fund		Dept. Head Rick Fletcher									
Dept #:	4134	Public Works		~ = Division by Zero							
Division:	4134	Street Maintenance		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 385,030.36	\$ 441,247.31	\$ 441,247.31	\$ 399,747.54	\$ 431,765.94	-2.15%	\$ 437,800.80	-0.78%	\$ 437,800.80	-0.78%
1220	Salaries & Wages Overtime	\$ 15,085.83	\$ 6,090.30	\$ 6,090.30	\$ 6,000.00	\$ 6,000.00	-1.48%	\$ 6,000.00	-1.48%	\$ 6,000.00	-1.48%
1224	Cell Phone Stipend	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time	\$ (1,351.35)			\$ -	\$ -	*	\$ -	*	\$ -	*
1274	Call Duty Pay	\$ 3,357.14	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus	\$ 3,705.84	\$ -	\$ -	\$ 4,956.00	\$ 5,000.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,615.60	\$ -	\$ -	\$ 3,600.00	\$ 3,600.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 4,347.87	\$ -	\$ -	\$ 5,638.87	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 30,936.31	\$ 34,474.14	\$ 34,474.14	\$ 32,374.22	\$ 34,395.62	-0.23%	\$ 34,199.39	-0.80%	\$ 34,199.39	-0.80%
1821	NCLGERS-Retirement	\$ 33,536.37	\$ 40,647.68	\$ 40,647.68	\$ 42,954.03	\$ 45,636.02	12.27%	\$ 45,643.89	12.29%	\$ 45,643.89	12.29%
1822	401-K Retirement	\$ 14,920.71	\$ 18,025.26	\$ 18,025.26	\$ 16,927.70	\$ 17,984.64	-0.23%	\$ 17,882.03	-0.79%	\$ 17,882.03	-0.79%
1830	Hospital Insurance	\$ 58,997.31	\$ 69,960.00	\$ 69,960.00	\$ 78,480.00	\$ 78,480.00	12.18%	\$ 78,480.00	12.18%	\$ 78,480.00	12.18%
1835	Group Term Life Insurance Coverage	\$ 446.85	\$ -	\$ -	\$ 457.92	\$ 457.92	*	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 209.00	*	\$ 209.00	*	\$ 209.00	*
1860	Worker's Compensation	\$ 6,691.58	\$ 5,420.00	\$ 5,420.00	\$ 5,865.40	\$ 5,582.00	2.99%	\$ 5,582.00	2.99%	\$ 5,582.00	2.99%
	Total Salaries & Benefits	\$ 557,320.42	\$ 619,114.69	\$ 619,114.69	\$ 600,251.68	\$ 632,361.13	2.14%	\$ 629,505.02	1.68%	\$ 629,505.02	1.68%
1932	Medical Exams	\$ 325.00	\$ -	\$ -	\$ 369.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2121	Uniforms	\$ 4,364.29	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	0.00%	\$ 7,200.00	0.00%	\$ 7,200.00	0.00%
2123	Protective Clothing	\$ 2,115.88	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%
2124	Shoes-Steel Toe	\$ 1,080.00	\$ 1,080.00	\$ 1,080.00	\$ 1,350.00	\$ 1,320.00	22.22%	\$ 1,320.00	22.22%	\$ 1,320.00	22.22%
2323	Other Training	\$ 2,030.04	\$ 1,725.00	\$ 1,725.00	\$ 1,894.00	\$ 3,825.00	121.74%	\$ 1,207.50	-30.00%	\$ 1,207.50	-30.00%
2501	Vehicle Operation/Maintenance	\$ 48,759.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	0.00%	\$ 26,250.00	-25.00%	\$ 26,250.00	-25.00%
2502	Vehicle Fuel	\$ 19,083.60	\$ 23,000.00	\$ 23,000.00	\$ 15,000.00	\$ 23,000.00	0.00%	\$ 17,250.00	-25.00%	\$ 17,250.00	-25.00%
2591	Fuel For Equipment	\$ 749.58	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2993	Operational Supplies	\$ 7,383.83	\$ 26,000.00	\$ 26,000.00	\$ 20,000.00	\$ 26,000.00	0.00%	\$ 19,500.00	-25.00%	\$ 19,500.00	-25.00%
2994	Tools	\$ 3,492.21	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 3,000.00	-25.00%	\$ 3,000.00	-25.00%
3121	Travel	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 666.52	\$ 2,000.00	100.00%	\$ 700.00	-30.00%	\$ 700.00	-30.00%
3210	Telephone	\$ 1,987.88	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00	0.00%	\$ 2,340.00	0.00%	\$ 2,340.00	0.00%
3250	Postage	\$ 0.50	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	*	\$ 10.00	*	\$ 10.00	*
3410	Printing	\$ 40.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
3426	Stream Debris Removal Grant	\$ 61,597.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 4,080.74	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 5,000.00	400.00%	\$ 2,500.00	150.00%	\$ 2,500.00	150.00%
3593	Asphalt Repairs	\$ 35,768.44	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	0.00%	\$ 30,000.00	0.00%	\$ 30,000.00	0.00%
3594	Concrete Repairs	\$ 15,081.05	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3913	Landfill Charges	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
3914	Contract Services	\$ 300.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement		\$ 1,100.00	\$ 1,100.00	\$ -	\$ 2,500.00	127.27%	\$ 1,250.00	13.64%	\$ 1,250.00	13.64%
3994	Tree Service	\$ 17,900.00			\$ -	\$ -	*	\$ -	*	\$ -	*
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 558.00	\$ 558.00	~	\$ 558.00	~	\$ 558.00	~
4521	Auto Liability	\$ 2,419.00	\$ 2,540.00	\$ 2,540.00	\$ 2,400.00	\$ 2,519.00	-0.83%	\$ 2,519.00	-0.83%	\$ 2,519.00	-0.83%
4541	Employee Personal Liability	\$ 91.00	\$ 91.00	\$ 91.00	\$ 91.00	\$ 91.00	*	\$ 91.00	*	\$ 91.00	*
4912	Fees & Dues	\$ 50.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		4134      Public Works		~ = Division by Zero							
Division:		4134      Street Maintenance		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ    % Δ Incr/(Decr)
	Total Operating Expenditures	\$    228,699.04	\$    171,986.00	\$    171,986.00	\$    159,678.52	\$    181,463.00	5.51%	\$    151,795.50	-11.74%	\$    151,795.50	-11.74%
5150	Excavator	\$           -	\$           -	\$           -	\$           -	\$    60,200.00	~	\$    60,200.00	~	\$    60,200.00	~
5410	Backhoe		\$    121,182.00	\$    121,182.00	\$    113,988.00	\$           -	*	\$           -	*	\$           -	*
5420	Tandem Dump Truck				\$           -	\$    49,200.00	~	\$    49,200.00	~	\$    49,200.00	~
5426	Pick-Up Truck W/Club Cab				\$           -	\$    51,800.00	~	\$    51,800.00	~	\$    51,800.00	~
5453	Pothole Patcher		\$    186,500.00	\$    186,500.00	\$    187,390.74	\$           -	*	\$           -	*	\$           -	*
5527	Miscellaneous Equipment		\$      4,400.00	\$      4,400.00	\$      4,400.00	\$           -	*	\$           -	*	\$           -	*
5672	Utility Trailer				\$           -	\$      6,000.00	~	\$      6,000.00	~	\$      6,000.00	~
5991	Storm Drainage Improvements	\$    257,691.00			\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Capital Outlay	\$    257,691.00	\$    312,082.00	\$    312,082.00	\$    305,778.74	\$    167,200.00	-46.42%	\$    167,200.00	-46.42%	\$    167,200.00	-46.42%
					\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Debt Service	\$           -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Public Works-Street Maintenance Budget	\$    1,043,710.46	\$    1,103,182.69	\$    1,103,182.69	\$    1,065,708.94	\$    981,024.13	-11.07%	\$    948,500.52	-14.02%	\$    948,500.52	-14.02%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 4134</b>					
<b>Division:</b>		<b>Street Maintenance - 4134</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular			\$ 399,747.54	\$ 431,765.94	\$ 437,800.80	\$ 437,800.80
1220	Salaries & Wages Overtime		funds for overtime hours incurred by crews called in during emergencies	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1224	Cell Phone Stipend			\$ -	\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1274	Call Duty Pay		\$125.00 weekly split with 4137	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus		12 employees x \$413.00	\$ 4,956.00	\$ 5,000.00	\$ -	\$ -
1278	Wellness Earnings		12 employees x \$300.00	\$ 3,600.00	\$ 3,600.00	\$ -	\$ -
1280	Vacation Pay Out		No anticipated retirements FY20-21	\$ 5,638.87	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 32,374.22	\$ 34,395.62	\$ 34,199.39	\$ 34,199.39
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 42,954.03	\$ 45,636.02	\$ 45,643.89	\$ 45,643.89
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 16,927.70	\$ 17,984.64	\$ 17,882.03	\$ 17,882.03
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 457.92	\$ 457.92	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance		\$ 209.00	\$ 209.00	\$ 209.00
1860	Worker's Compensation		Provided by Finance	\$ 5,865.40	\$ 5,582.00	\$ 5,582.00	\$ 5,582.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 600,251.68</b>	<b>\$ 632,361.13</b>	<b>\$ 629,505.02</b>	<b>\$ 629,505.02</b>
1932	Medical Exams		Requested average of three previous years	\$ 369.00	\$ 300.00	\$ 300.00	\$ 300.00
2121	Uniforms		Funds to continue to provide hi-visibility uniforms for 10 employees assigned to this division. Also includes 1 supervisor and 1 superintendent	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
2123	Protective Clothing		Funds to purchase PPE items such as rubber boots, gloves, respirators, goggles, etc.	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
2124	Shoes-Steel Toe		FY 19/20 Employee turn-over need additional funds. Funds to purchase steel toe shoes for 12 employees @ 110.00	\$ 1,350.00	\$ 1,320.00	\$ 1,320.00	\$ 1,320.00
<b>2323</b>	<b>Other Training</b>	<b>Y</b>		<b>\$ 1,894.00</b>	<b>\$ 3,825.00</b>	<b>\$ 1,207.50</b>	<b>\$ 1,207.50</b>
2501	Vehicle Operation/Maintenance		Funds to operate and maintain vehicles and equipment assigned to this division	\$ 35,000.00	\$ 35,000.00	\$ 26,250.00	\$ 26,250.00
2502	Vehicle Fuel		Funds for the purchase of fuel for Street Maintenance vehicles	\$ 15,000.00	\$ 23,000.00	\$ 17,250.00	\$ 17,250.00
2591	Fuel For Equipment		Funds to purchase propane gas used for the forklift, pothole patcher and infared asphalt patcher	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00

<b>JUSTIFICATION SHEET</b>	<b>Fiscal Year FY20-21</b>	<b>Dept. Head-Rick Fletcher</b>	<b>Blue Font - Detail Schedule Requested</b>
<b>Fund:</b>	<b>11-General Fund</b>		<b>Green Cell - Department Input</b>
<b>Dept #:</b>	<b>Public Works - 4134</b>		
<b>Division:</b>	<b>Street Maintenance - 4134</b>		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2993	Operational Supplies		Funds to purchase materials and supplies necessary for street maintenance operations. Items include, but are not limited to, mortar, cement, lumber and pot hole patcher degreaser, dirt backfill, traffic cones and barricades, etc. Requested amount includes \$500 for CDL renewal reimbursements, \$195 for hoist inspections, \$500 for Hepatitis B vaccines, \$1300 for new traffic control devices, and \$500 for fire extinguisher inspections. Also includes \$2000 for chemicals to treat crab grass in city sidewalks.	\$ 20,000.00	\$ 26,000.00	\$ 19,500.00	\$ 19,500.00
2994	Tools		Funds to purchase hand tools such as shovels, rakes, pitchforks, brooms, floats, trowels, axes, power tools, concrete tools, etc. used in the daily operations of the division.	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00
3121	Travel	Y		\$ 666.52	\$ 2,000.00	\$ 700.00	\$ 700.00
3210	Telephone		Current budget for (3) iPhones to be used for superintendent, supervisor and senior heavy equipment operator . (\$65 x 3 = \$2340)	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00
3250	Postage			\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
3410	Printing			\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
3426	Stream Debris Removal Grant						
3522	Machine/Equipment Maintenance		Funds for the replacement of wearable components on equipment to include, but not limited to, cutting edges for bladed equipment. Replacement "teeth" and bolts for the skid steer cost \$2,620.15 alone.	\$ 3,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
3593	Asphalt Repairs		Funds for the purchase of asphalt, cold mix, stone, screening, etc. Used in the repair of storm water cave-ins, pot holes and utility cuts	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3594	Concrete Repairs		Funds for the purchase of concrete, including environmental fees and fuel surcharges, for sidewalk repairs and other miscellaneous concrete projects throughout the city such as bus shelters.	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3913	Landfill Charges		Funds for disposal of Construction and Demolition Debris.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement			\$ -	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
3994	Tree Service			\$ -	\$ -	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 558.00	\$ 558.00	\$ 558.00	\$ 558.00
4521	Auto Liability		Provided by Finance	\$ 2,400.00	\$ 2,519.00	\$ 2,519.00	\$ 2,519.00



<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 4134</b>					
<b>Division:</b>		<b>Street Maintenance - 4134</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4541	Employee Personal Liability		Provided by Finance	\$ 91.00	\$ 91.00	\$ 91.00	\$ 91.00
4912	Fees & Dues	Y		\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
<b>Total Operating Expenditures</b>				<b>\$ 159,678.52</b>	<b>\$ 181,463.00</b>	<b>\$ 151,795.50</b>	<b>\$ 151,795.50</b>
5150	Excavator		Bobcat mini excavator vs \$120K for backhoe replacement		\$ 60,200.00	\$ 60,200.00	\$ 60,200.00
5410	Backhoe			\$ 113,988.00	\$ -	\$ -	\$ -
5420	Tandem Dump Truck		Two tandem dumptruck bed replacements		\$ 49,200.00	\$ 49,200.00	\$ 49,200.00
5426	Pick-Up Truck W/Club Cab		Replace truck that was totaled in April 2019..to haul miniexcavator		\$ 51,800.00	\$ 51,800.00	\$ 51,800.00
5453	Pothole Patcher			\$ 187,390.74	\$ -	\$ -	\$ -
5527	Miscellaneous Equipment			\$ 4,400.00	\$ -	\$ -	\$ -
5672	Utility Trailer		Trailer to haul mini excavator		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
5991	Storm Drainage Improvements				\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 305,778.74</b>	<b>\$ 167,200.00</b>	<b>\$ 167,200.00</b>	<b>\$ 167,200.00</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Public Works-Street Maintenance Budget</b>				<b>\$ 1,065,708.94</b>	<b>\$ 981,024.13</b>	<b>\$ 948,500.52</b>	<b>\$ 948,500.52</b>

<div> <div>Fiscal Year</div> <div>CAPITAL OUTLAY</div> <div>Fund: 11-General Fund Dept. Head-Rick Fletcher</div> <div>Dept #: Public Works - 4134</div> <div>Division: Street Maintenance - 4134</div> </div> <div>FY20-21</div>																	
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Maintenance Cost History				Replacement Asset Information			
						Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5150	E-999	2004/John Deere Backhoe	\$ 71,395.00	6558 hrs	\$ 20,306.00	\$ 1,542.05	\$ 2,943.74	\$ 1,577.16	N	1	E-55 Bobcat mini ex	Would replace the 2004 backhoe	\$ 60,200.00	\$ 60,200.00	\$ 60,200.00	Y
2	5420	D-906	2001/Sterling/16 Ton - BED ONLY	\$ 64,874.00	99,499		\$ 4,681.36	\$ 850.90	\$ 2,679.35	N	2	Replacement of Tandum truck body	Beds have deteriorated and pose a safety issue when hauling material through city streets	\$ 24,600.00	\$ 24,600.00	\$ 24,600.00	Y
3	5420	D-930	2002/Sterling/16 Ton - BED ONLY	\$ 64,874.00	119,050		\$ 1,075.07	\$ 3,275.69	\$ 1,127.00	N	3	Replacement of Tandum truck body	Beds have deteriorated and pose a safety issue when hauling material through city streets	\$ 24,600.00	\$ 24,600.00	\$ 24,600.00	Y
4	5426	P-1172	2011/F-350/service body -Truck Totaled Last April	\$ 23,611.19	72,417	\$ -			involved in accident and Totaled	N	1	F-350 Service body	The old vehicle was totaled in April 2019	\$ 51,800.00	\$ 51,800.00	\$ 51,800.00	Y
5	5672	N/A	Addition	N/A	N/A	N/A				N	1	Tilt equipment trailer to haul mini excavator	This trailer will be used to haul the new Bobcat mini excavator if approved	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	N
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Request				\$ 224,754.19		\$ 20,306.00	\$ 7,298.48	\$ 7,070.33	\$ 5,383.51					\$ 167,200.00	\$ 167,200.00	\$ 167,200.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Designing Pedestrian facilities for accessibility 4@ 150 ea	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
2	Backhoe operations and safety training 3 @ \$200 ea	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
3	Chemical Spill response OSHA Level II training x 3 employees	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
4	Maintenance and repair of Utility cuts 4@ \$100	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	
5	APWA Annual Streets Conference fees (3 employees)	\$ -	\$ 900.00	\$ 900.00	\$ 900.00	
6	APWA Miscellances Courses (NC STATE LTAP)	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
7	Work Zone Supervisor Safety Training 1@ \$425	\$ -	\$ 425.00	\$ 425.00	\$ 425.00	
8		\$ 1,894.00				
9	Per CM/ACM 5/19/20 cut training & travel to FY20 Adopted			\$ (2,100.00)	\$ (2,100.00)	
10	Per CM/ACM 5/19/20 cut training & travel addtl 30% FY20 Adopted			\$ (517.50)	\$ (517.50)	
	<b>Total - 2323 Other Training</b>	<b>\$ 1,894.00</b>	<b>\$ 3,825.00</b>	<b>\$ 1,207.50</b>	<b>\$ 1,207.50</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Used to furnish meals/rental car/lodging for conferences and out-of town trainings	\$ 666.52	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2	Per CM/ACM 5/19/20 cut training & travel to FY20 Adopted			\$ (1,000.00)	\$ (1,000.00)	
3	Per CM/ACM 5/19/20 cut training & travel addtl 30% FY20 Adopted			\$ (300.00)	\$ (300.00)	
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 3121 Travel</b>	<b>\$ 666.52</b>	<b>\$ 2,000.00</b>	<b>\$ 700.00</b>	<b>\$ 700.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Rick Fletcher</b>			
<b>Dept #: Public Works - 4134</b>							
<b>Division: Street Maintenance - 4134</b>							
<b>Account: 4912 Fees &amp; Dues</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Waste Water Collection annual renewal fee 2@ \$100 ea	\$ 300.00	\$ 200.00	\$ 200.00	\$ 200.00	
2		Pesticides License renewal 1@ \$100		\$ 100.00	\$ 100.00	\$ 100.00	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	



## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: PW-SOLID WASTE

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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





EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		4143	Public Works		~ = Division by Zero						
Division:		4143	Solid Waste		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,180,436.73	\$ 1,290,589.38	\$ 1,290,589.38	\$ 1,243,341.37	\$ 1,278,819.12	-0.91%	\$ 1,286,610.79	-0.31%	\$ 1,286,610.79	-0.31%
1220	Salaries & Wages Overtime	\$ 37,089.10	\$ 10,150.50	\$ 10,150.50	\$ 10,000.00	\$ 10,000.00	-1.48%	\$ 10,000.00	-1.48%	\$ 10,000.00	-1.48%
1224	Cell Phone Stipend	\$ 1,346.26	\$ 1,920.00	\$ 1,920.00	\$ 1,919.00	\$ 2,160.00	12.50%	\$ 2,160.00	12.50%	\$ 2,160.00	12.50%
1260	Salaries & Wages Part-Time	\$ 78,745.58	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%
1272	Holiday Pay	\$ 33,418.45	\$ 37,556.85	\$ 37,556.85	\$ 36,500.00	\$ 36,500.00	-2.81%	\$ 36,500.00	-2.81%	\$ 36,500.00	-2.81%
1275	Salaries & Wages Bonus	\$ 14,823.36	\$ -	\$ -	\$ 12,959.06	\$ 15,750.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 6,577.80	\$ -	\$ -	\$ 8,575.00	\$ 8,600.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 4,628.37	\$ -	\$ -	\$ 9,675.00	\$ 4,200.00	~	\$ 4,200.00	~	\$ 4,200.00	~
1810	Social Security	\$ 103,052.05	\$ 106,799.50	\$ 106,799.50	\$ 105,414.66	\$ 107,943.73	1.07%	\$ 106,677.02	-0.11%	\$ 106,677.02	-0.11%
1821	NCLGERS-Retirement	\$ 103,265.28	\$ 120,714.82	\$ 120,714.82	\$ 139,863.90	\$ 143,219.46	18.64%	\$ 142,375.47	17.94%	\$ 142,375.47	17.94%
1822	401-K Retirement	\$ 46,136.45	\$ 53,531.71	\$ 53,531.71	\$ 55,118.78	\$ 56,441.16	5.44%	\$ 55,778.83	4.20%	\$ 55,778.83	4.20%
1830	Hospital Insurance	\$ 193,034.83	\$ 209,880.00	\$ 209,880.00	\$ 228,900.00	\$ 228,900.00	9.06%	\$ 215,820.00	2.83%	\$ 215,820.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 1,308.89	\$ -	\$ -	\$ 1,335.60	\$ 1,335.60	~	\$ 1,335.60	~	\$ 1,335.60	~
1850	Unemployment Compensation	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
1860	Worker's Compensation	\$ 26,292.63	\$ 9,970.00	\$ 9,970.00	\$ 20,000.00	\$ 10,267.00	2.98%	\$ 10,267.00	2.98%	\$ 10,267.00	2.98%
	Total Salaries & Benefits	\$ 1,833,155.78	\$ 1,899,112.76	\$ 1,899,112.76	\$ 1,931,602.37	\$ 1,962,136.07	3.32%	\$ 1,929,724.70	1.61%	\$ 1,929,724.70	1.61%
1932	Medical Exams	\$ 757.00	\$ -	\$ -	\$ 400.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
1991	Consultant Fees	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
2121	Uniforms	\$ 16,738.28	\$ 15,000.00	\$ 15,000.00	\$ 18,300.00	\$ 18,000.00	20.00%	\$ 18,000.00	20.00%	\$ 18,000.00	20.00%
2123	Protective Clothing	\$ 4,857.97	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%
2124	Shoes-Steel Toe	\$ 2,824.54	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ 4,500.00	10.29%	\$ 4,500.00	10.29%	\$ 4,500.00	10.29%
2323	Other Training	\$ 1,191.00	\$ 2,925.00	\$ 2,925.00	\$ 2,025.00	\$ 2,925.00	0.00%	\$ 2,047.50	-30.00%	\$ 2,047.50	-30.00%
2501	Vehicle Operation/Maintenance	\$ 358,174.93	\$ 370,000.00	\$ 370,000.00	\$ 370,000.00	\$ 370,000.00	0.00%	\$ 345,000.00	-6.76%	\$ 345,000.00	-6.76%
2502	Vehicle Fuel	\$ 136,878.38	\$ 152,000.00	\$ 152,000.00	\$ 130,000.00	\$ 150,000.00	-1.32%	\$ 120,000.00	-21.05%	\$ 120,000.00	-21.05%
2511	Oil & Lubricants	\$ 7.74	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	0.00%	\$ 1,250.00	0.00%	\$ 1,250.00	0.00%
2993	Operational Supplies	\$ 8,566.22	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 17,500.00	16.67%	\$ 11,250.00	-25.00%	\$ 11,250.00	-25.00%
2994	Tools	\$ 1,564.09	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	25.00%	\$ 1,500.00	-25.00%	\$ 1,500.00	-25.00%
3121	Travel	\$ 1,619.66	\$ 3,000.00	\$ 3,000.00	\$ 1,536.00	\$ 3,000.00	0.00%	\$ 2,100.00	-30.00%	\$ 2,100.00	-30.00%
3210	Telephone	\$ 7,231.56	\$ 14,300.00	\$ 14,300.00	\$ 11,000.00	\$ 11,000.00	-23.08%	\$ 11,000.00	-23.08%	\$ 11,000.00	-23.08%
3250	Postage	\$ 7.13	\$ 50.00	\$ 50.00	\$ 10.00	\$ 20.00	*	\$ 20.00	*	\$ 20.00	*
3310	Electricity	\$ 3,991.08	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	0.00%	\$ 3,375.00	-25.00%	\$ 3,375.00	-25.00%
3410	Printing	\$ 5,080.73	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 3,750.00	-25.00%	\$ 3,750.00	-25.00%
3522	Machine/Equipment Maintenance	\$ 5,985.75	\$ 55,000.00	\$ 55,000.00	\$ 58,000.00	\$ 60,000.00	9.09%	\$ 41,250.00	-25.00%	\$ 41,250.00	-25.00%
3604	Trash Container Purchases	\$ 39,753.05	\$ 48,000.00	\$ 48,000.00	\$ 35,000.00	\$ 48,000.00	0.00%	\$ 35,000.00	-27.08%	\$ 35,000.00	-27.08%
3607	Dumpsters	\$ 22,541.00	\$ 114,500.00	\$ 114,500.00	\$ 80,000.00	\$ 100,000.00	-12.66%	\$ 80,000.00	-30.13%	\$ 80,000.00	-30.13%
3913	Landfill Charges	\$ 387,225.49	\$ 350,000.00	\$ 350,000.00	\$ 430,000.00	\$ 450,000.00	28.57%	\$ 450,000.00	28.57%	\$ 450,000.00	28.57%
3914	Contract Services	\$ 2,750.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
3916	Recycling Fees		\$ 65,000.00	\$ 65,000.00	\$ 125,000.00	\$ 130,000.00	100.00%	\$ 130,000.00	100.00%	\$ 130,000.00	100.00%
3950	Education Reimbursement	\$ 906.57	\$ 3,300.00	\$ 3,300.00	\$ 950.00	\$ 4,000.00	21.21%	\$ 2,000.00	-39.39%	\$ 2,000.00	-39.39%
4511	Multi-Peril Insurance	\$ 2,632.00	\$ 2,764.00	\$ 2,764.00	\$ 2,764.00	\$ 2,964.00	7.24%	\$ 2,964.00	7.24%	\$ 2,964.00	7.24%
4521	Auto Liability	\$ 33,144.00	\$ 34,801.00	\$ 34,801.00	\$ 32,578.00	\$ 34,207.00	-1.71%	\$ 34,207.00	-1.71%	\$ 34,207.00	-1.71%
4541	Employee Personal Liability	\$ 514.00	\$ 514.00	\$ 514.00	\$ 514.00	\$ 514.00	0.00%	\$ 514.00	0.00%	\$ 514.00	0.00%

EXPENDITURE SHEET      Fiscal Year FY20-21												
Fund:		11-General Fund		Dept. Head		Rick Fletcher						
Dept #:		4143	Public Works		~ = Division by Zero							
Division:		4143	Solid Waste		* = Change < \$500							
Purple Cell-Finance Input												
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
4912	Fees & Dues		\$ 1,837.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
	Total Operating Expenditures		\$ 1,046,779.17	\$ 1,273,984.00	\$ 1,273,984.00	\$ 1,340,907.00	\$ 1,431,280.00	12.35%	\$ 1,311,127.50	2.92%	\$ 1,311,127.50	2.92%
5086	Garage Bay Door		\$ 10,023.42			\$ -	\$ -	*	\$ -	*	\$ -	*
5402	Garbage Packer		\$ 278,363.47	\$ -	\$ 314,810.92	\$ 316,607.92	\$ 200,000.00	~	\$ 200,000.00	~	\$ 200,000.00	~
5407	Trash Truck		\$ -	\$ -	\$ -	\$ -	\$ 315,000.00	~	\$ -	*	\$ -	*
5421	Truck Tractor			\$ 150,000.00	\$ 150,000.00	\$ 141,553.70	\$ -	*	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck		\$ 31,606.15			\$ -	\$ -	*	\$ -	*	\$ -	*
5440	Leaf Vacuum Loader		\$ -	\$ -	\$ -	\$ -	\$ 270,000.00	~	\$ 135,000.00	~	\$ 135,000.00	~
5474	Dump Truck		\$ 78,674.02			\$ -	\$ -	*	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	~	\$ 25,000.00	~	\$ 25,000.00	~
	Total Capital Outlay		\$ 398,667.06	\$ 150,000.00	\$ 464,810.92	\$ 458,161.62	\$ 810,000.00	440.00%	\$ 360,000.00	140.00%	\$ 360,000.00	140.00%
						\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Solid Waste Budget		\$ 3,278,602.01	\$ 3,323,096.76	\$ 3,637,907.68	\$ 3,730,670.99	\$ 4,203,416.07	26.49%	\$ 3,600,852.20	8.36%	\$ 3,600,852.20	8.36%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 4143</b>					
<b>Division:</b>		<b>Solid Waste - 4143</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular			\$ 1,243,341.37	\$ 1,278,819.12	\$ 1,286,610.79	\$ 1,286,610.79
1220	Salaries & Wages Overtime			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
1224	Cell Phone Stipend			\$ 1,919.00	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00
1260	Salaries & Wages Part-Time			\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
1272	Holiday Pay			\$ 36,500.00	\$ 36,500.00	\$ 36,500.00	\$ 36,500.00
1275	Salaries & Wages Bonus		\$450 @ 35 employees	\$ 12,959.06	\$ 15,750.00	\$ -	\$ -
1278	Wellness Earnings			\$ 8,575.00	\$ 8,600.00	\$ -	\$ -
1280	Vacation Pay Out			\$ 9,675.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 105,414.66	\$ 107,943.73	\$ 106,677.02	\$ 106,677.02
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 139,863.90	\$ 143,219.46	\$ 142,375.47	\$ 142,375.47
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 55,118.78	\$ 56,441.16	\$ 55,778.83	\$ 55,778.83
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 228,900.00	\$ 228,900.00	\$ 215,820.00	\$ 215,820.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60
1850	Unemployment Compensation		Provided by Finance	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1860	Worker's Compensation		Provided by Finance	\$ 20,000.00	\$ 10,267.00	\$ 10,267.00	\$ 10,267.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 1,931,602.37</b>	<b>\$ 1,962,136.07</b>	<b>\$ 1,929,724.70</b>	<b>\$ 1,929,724.70</b>
1932	Medical Exams			\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
2121	Uniforms		Added protection insurance mid-year & has saved money. Stains and damages are covered now vs. incurring additoinal fees.	\$ 18,300.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
2123	Protective Clothing			\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
2124	Shoes-Steel Toe		Requesting \$110/ employee for FY 20/21. Laborers get 2-pairs and part time get \$50/pair.	\$ 4,080.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
2323	Other Training	Y		\$ 2,025.00	\$ 2,925.00	\$ 2,047.50	\$ 2,047.50
2501	Vehicle Operation/Maintenance			\$ 370,000.00	\$ 370,000.00	\$ 345,000.00	\$ 345,000.00
2502	Vehicle Fuel			\$ 130,000.00	\$ 150,000.00	\$ 120,000.00	\$ 120,000.00
2511	Oil & Lubricants			\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
2993	Operational Supplies			\$ 15,000.00	\$ 17,500.00	\$ 11,250.00	\$ 11,250.00
2994	Tools		Increase due to increased purchase price of hand tools	\$ 2,000.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00
3121	Travel	Y		\$ 1,536.00	\$ 3,000.00	\$ 2,100.00	\$ 2,100.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested Green Cell - Department Input			
Fund:		11-General Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 4143					
Division:		Solid Waste - 4143					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3210	Telephone			\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
3250	Postage			\$ 10.00	\$ 20.00	\$ 20.00	\$ 20.00
3310	Electricity			\$ 4,500.00	\$ 4,500.00	\$ 3,375.00	\$ 3,375.00
3410	Printing			\$ 5,000.00	\$ 5,000.00	\$ 3,750.00	\$ 3,750.00
3522	Machine/Equipment Maintenance		Funds to repair damaged hydraulic cylinders on transfer station hopper	\$ 58,000.00	\$ 60,000.00	\$ 41,250.00	\$ 41,250.00
3604	Trash Container Purchases		Funds to purchase containers to replace damaged, lost or stolen (Froze purchases due to SW budget shortfall)	\$ 35,000.00	\$ 48,000.00	\$ 35,000.00	\$ 35,000.00
3607	Dumpsters		Funds to purchase dumpsters for commercial use, residential use and to replace SJAFB dumpsters. Account Froze 3-3-20 due to projected budget shortfall--would have purchased more dumpsters.	\$ 80,000.00	\$ 100,000.00	\$ 80,000.00	\$ 80,000.00
3913	Landfill Charges		Funds to pay Landfill tipping fees for city and SJAFB--originally requested \$400K. Shortfall due to additional \$40K to service SJAFB, previous year charge for Sonoco, added weight of glass in the waste stream and increase in the numnber of commercial customers. All justifies next years increase....	\$ 430,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00
3914	Contract Services	Y	Funds to pay Wooten Garbage to service Ridgewood Drive	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3916	Recycling Fees		Funds to pay recycle tipping fees for city and SJAFB. Projected current years cost based on previous year's expenses at \$60/ton. Rates increased throughout the year to upwards of \$110/ton--averaged \$105/ton. Average 1,200 to 1,300 tons per year.	\$ 125,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00
3950	Education Reimbursement		2 employees @ \$2500/ea (Tara Johnson & Nelson Artis)	\$ 950.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,764.00	\$ 2,964.00	\$ 2,964.00	\$ 2,964.00
4521	Auto Liability		Provided by Finance	\$ 32,578.00	\$ 34,207.00	\$ 34,207.00	\$ 34,207.00
4541	Employee Personal Liability		Provided by Finance	\$ 514.00	\$ 514.00	\$ 514.00	\$ 514.00
4912	Fees & Dues	Y		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total Operating Expenditures				\$ 1,340,907.00	\$ 1,431,280.00	\$ 1,311,127.50	\$ 1,311,127.50
5086	Garage Bay Door				\$ -	\$ -	\$ -
5402	Garbage Packer			\$ 316,607.92	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
5407	Trash Truck				\$ 315,000.00	\$ -	\$ -
5421	Truck Tractor			\$ 141,553.70	\$ -	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck				\$ -	\$ -	\$ -
5440	Leaf Vacuum Loader				\$ 270,000.00	\$ 135,000.00	\$ 135,000.00
5474	Dump Truck				\$ -	\$ -	\$ -
5527	Miscellaneous Equipment				\$ 25,000.00	\$ 25,000.00	\$ 25,000.00

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <b>Fund:</b> <b>11-General Fund</b> <b>Dept #:</b> <b>Public Works - 4143</b> <b>Division:</b> <b>Solid Waste - 4143</b>							
<b>Dept. Head-Rick Fletcher</b>				<b>Blue Font - Detail Schedule Requested</b> <b>Green Cell - Department Input</b>			
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	
Total Capital Outlay			\$ 458,161.62	\$ 810,000.00	\$ 360,000.00	\$ 360,000.00	
Total Debt Service			\$ -	\$ -	\$ -	\$ -	
Total Public Works-Solid Waste Budget			\$ 3,730,670.99	\$ 4,203,416.07	\$ 3,600,852.20	\$ 3,600,852.20	

CAPITAL OUTLAY			Fiscal Year FY20-21														
Fund:		11-General Fund					Dept. Head-Rick Fletcher										
Dept #:		Public Works - 4143															
Division:		Solid Waste - 4143															
		Current Asset Information								Replacement Asset Information							

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 4143					
Division:		Solid Waste - 4143					
Account:		2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		NC-SWANA Transfer Station Cert (6 employees @ 175/ea)	\$ 350.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	
2		APWA Solid Waste Conference (2 employees @ \$225/ea)	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	
3		NC-SWANA Conference (2 employees @\$225/ea)	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	
4		Chemical Spill Response Training (5 employees @ \$95/ea)	\$ 475.00	\$ 475.00	\$ 475.00	\$ 475.00	
5		National Seminars Training for Administrative Assistants	\$ 300.00	\$ 500.00	\$ 500.00	\$ 500.00	
6		Per CM/ACM cut training & travel addtl 30% FY20			\$ (877.50)	\$ (877.50)	
7							
8							
9							
10							
		<b>Total - 2323 Other Training</b>	<b>\$ 2,025.00</b>	<b>\$ 2,925.00</b>	<b>\$ 2,047.50</b>	<b>\$ 2,047.50</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		SWANA Certification classes, annual conferences and other training out-of-town	\$ 1,536.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
2		Per CM/ACM cut training & travel addtl 30% FY20			\$ (900.00)	\$ (900.00)	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3121 Travel</b>	<b>\$ 1,536.00</b>	<b>\$ 3,000.00</b>	<b>\$ 2,100.00</b>	<b>\$ 2,100.00</b>	



SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 4143					
Division:		Solid Waste - 4143					
Account:		3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Wooten Garbage - Ridgewood Drive residences	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3914 Contract Services	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Transfer Station Annual Permit Fee	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2		NC Industrial Commision	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
3		Water Pollution Control	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	

## FISCAL YEAR 2020-2021 BUDGET

### DEPARTMENT/DIVISION: ENGINEERING

#### DEPARTMENT OVERVIEW:

The Engineering Department provides engineering and surveying services necessary for the design and construction of streets, sidewalks, storm drainage lines, water lines and sanitary sewer lines within public rights of way and new subdivisions to assure compliance with City standards. Engineering services include project design, preparation of plans, specifications and contract documents, and provision of construction phase contract administration. We administer the City's Flood Damage Prevention Ordinance and maintain files of elevation certificates and administer the mandatory state and federal storm water rules for all new and existing development. Engineering also receives petitions for street and utility improvements, prepares assessment rolls, and maintains assessment files. We provide assistance for new connections to City utilities and maintain records for utility tap connections. The Traffic Engineer supervises the Goldsboro Traffic Signal System. The system is comprised of over 42 miles of fiber optic cable that currently connects 122 NCDOT and City of Goldsboro signals. Staff is responsible for day-to-day operations, maintenance, and timing of our area's traffic signals.

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Marty Anderson					
Dept #:		4172		Engineering		~ = Division by Zero					
Division:		4172		~		* = Change < \$500					
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 577,604.43	\$ 620,398.56	\$ 620,398.56	\$ 534,400.76	\$ 622,182.51	0.29%	\$ 622,182.51	0.29%	\$ 622,182.51	0.29%
1220	Salaries & Wages Overtime	\$ 7,646.84	\$ 5,075.25	\$ 5,075.25	\$ 4,500.00	\$ 5,000.00	-1.48%	\$ 5,000.00	-1.48%	\$ 5,000.00	-1.48%
1224	Cell Phone Stipend	\$ 2,618.68	\$ 2,880.00	\$ 2,880.00	\$ 2,160.00	\$ 2,880.00	0.00%	\$ 2,880.00	0.00%	\$ 2,880.00	0.00%
1274	Call Duty Pay	\$ 6,839.29	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,169.07	\$ -	\$ -	\$ 3,713.97	\$ 4,130.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,688.82	\$ -	\$ -	\$ 2,400.00	\$ 3,000.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 6,796.07			\$ -	\$ 9,914.40	~	\$ 9,914.40	~	\$ 9,914.40	~
1810	Social Security	\$ 46,597.17	\$ 48,577.25	\$ 48,577.25	\$ 42,356.12	\$ 50,000.93	2.93%	\$ 49,455.48	1.81%	\$ 49,455.48	1.81%
1821	NCLGERS-Retirement	\$ 48,868.46	\$ 57,012.33	\$ 57,012.33	\$ 56,197.99	\$ 66,341.10	16.36%	\$ 66,005.29	15.77%	\$ 66,005.29	15.77%
1822	401-K Retirement	\$ 21,791.71	\$ 25,282.87	\$ 25,282.87	\$ 22,146.99	\$ 26,144.28	3.41%	\$ 25,859.08	2.28%	\$ 25,859.08	2.28%
1830	Hospital Insurance	\$ 59,668.67	\$ 63,600.00	\$ 63,600.00	\$ 58,860.00	\$ 65,400.00	2.83%	\$ 65,400.00	2.83%	\$ 65,400.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 396.61	\$ -	\$ -	\$ 343.44	\$ 381.60	*	\$ 381.60	*	\$ 381.60	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 293.00	*	\$ 293.00	*	\$ 293.00	*
1860	Worker's Compensation	\$ 1,637.00	\$ 1,719.00	\$ 1,719.00	\$ 1,770.00	\$ 1,770.00	2.97%	\$ 1,770.00	2.97%	\$ 1,770.00	2.97%
	Total Salaries & Benefits	\$ 787,322.82	\$ 831,045.26	\$ 831,045.26	\$ 735,349.27	\$ 863,937.82	3.96%	\$ 855,641.36	2.96%	\$ 855,641.36	2.96%
1932	Medical Exams	\$ 178.00			\$ -	\$ 160.00	*	\$ 160.00	*	\$ 160.00	*
1991	Consultant Fees	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 2,070.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2121	Uniforms	\$ 236.20	\$ 400.00	\$ 400.00	\$ 350.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
2123	Protective Clothing	\$ 156.40	\$ 250.00	\$ 250.00	\$ 150.00	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
2124	Shoes-Steel Toe	\$ 360.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	*	\$ 380.00	*	\$ 380.00	*
2203	Employee Appreciation	\$ 149.76	\$ 176.00	\$ 176.00	\$ 124.44	\$ 176.00	*	\$ 176.00	*	\$ 176.00	*
2323	Other Training	\$ 3,891.45	\$ 5,700.00	\$ 5,700.00	\$ 3,580.00	\$ 3,475.00	-39.04%	\$ 3,475.00	-39.04%	\$ 3,475.00	-39.04%
2391	First Aid	\$ 3.95	\$ 50.00	\$ 50.00	\$ 30.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
2501	Vehicle Operation/Maintenance	\$ 10,815.06	\$ 8,500.00	\$ 8,500.00	\$ 5,000.00	\$ 5,000.00	-41.18%	\$ 2,875.00	-66.18%	\$ 2,875.00	-66.18%
2502	Vehicle Fuel	\$ 5,976.23	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 4,500.00	-25.00%	\$ 4,500.00	-25.00%
2601	Office Supplies	\$ 248.18	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	*	\$ 175.00	*	\$ 175.00	*
2993	Operational Supplies	\$ 4,256.33	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 8,000.00	0.00%	\$ 6,000.00	-25.00%	\$ 6,000.00	-25.00%
2994	Tools	\$ 275.59	\$ 500.00	\$ 500.00	\$ 300.00	\$ 500.00	*	\$ 375.00	*	\$ 375.00	*
3121	Travel	\$ 458.27	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3210	Telephone	\$ 1,695.37	\$ 3,060.00	\$ 3,060.00	\$ 3,528.36	\$ 3,528.36	15.31%	\$ 3,528.36	15.31%	\$ 3,528.36	15.31%
3250	Postage	\$ 335.75	\$ 300.00	\$ 300.00	\$ 150.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
3312	Traffic Signal Electricity	\$ 10,004.18	\$ 15,000.00	\$ 15,000.00	\$ 9,600.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
3410	Printing	\$ 314.35	\$ 375.00	\$ 375.00	\$ 100.00	\$ 300.00	*	\$ 206.00	*	\$ 206.00	*
3421	Copy Machine Cost	\$ 997.01	\$ 300.00	\$ 300.00	\$ 2,700.00	\$ 3,900.00	1200.00%	\$ 3,900.00	1200.00%	\$ 3,900.00	1200.00%
3422	Outside Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ 50.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3521	Office Machine Maintenance	\$ -	\$ 650.00	\$ 650.00	\$ 200.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3522	Machine/Equipment Maintenance	\$ 67.00	\$ 750.00	\$ 750.00	\$ 600.00	\$ 750.00	0.00%	\$ 562.00	-25.07%	\$ 562.00	-25.07%
3592	Maintenance Materials	\$ 41,023.47	\$ 90,000.00	\$ 90,000.00	\$ 70,000.00	\$ 50,000.00	-44.44%	\$ 50,000.00	-44.44%	\$ 50,000.00	-44.44%
3700	Advertising	\$ 3,427.00	\$ 3,500.00	\$ 3,500.00	\$ 3,381.00	\$ 3,500.00	0.00%	\$ 2,625.00	-25.00%	\$ 2,625.00	-25.00%
3914	Contract Services	\$ 1,262.40	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	~	\$ 2,000.00	~	\$ 2,000.00	~
4221	Software License Fees	\$ 15,750.00	\$ 16,000.00	\$ 16,000.00	\$ 13,388.00	\$ 15,000.00	-6.25%	\$ 15,000.00	-6.25%	\$ 15,000.00	-6.25%
4521	Auto Liability	\$ 4,225.00	\$ 4,436.00	\$ 4,436.00	\$ 4,091.00	\$ 4,296.00	-3.16%	\$ 4,296.00	-3.16%	\$ 4,296.00	-3.16%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Marty Anderson					
Dept #:		4172	Engineering		~ = Division by Zero						
Division:		4172	~		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
4541	Employee Personal Liability	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00	*	\$ 31.00	*	\$ 31.00	*
4911	Subscriptions	\$ 3,344.97	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	40.00%	\$ 3,500.00	40.00%	\$ 3,500.00	40.00%
4912	Fees & Dues	\$ 2,644.00	\$ 3,125.00	\$ 3,125.00	\$ 2,418.00	\$ 2,870.00	-8.16%	\$ 2,870.00	-8.16%	\$ 2,870.00	-8.16%
4990	Equipment Expense	\$ 116.99	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 1,000.00	0.00%	\$ 750.00	-25.00%	\$ 750.00	-25.00%
9561	Office Supplies	\$ 218.87	\$ 300.00	\$ 300.00	\$ 250.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 112,462.78	\$ 176,883.00	\$ 176,883.00	\$ 140,071.80	\$ 136,566.36	-22.79%	\$ 129,284.36	-26.91%	\$ 129,284.36	-26.91%
5422	Bucket Truck		\$ 144,000.00	\$ 144,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 144,000.00	\$ 144,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Engineering-~ Budget	\$ 899,785.60	\$ 1,151,928.26	\$ 1,151,928.26	\$ 875,421.07	\$ 1,000,504.18	-13.15%	\$ 984,925.72	-14.50%	\$ 984,925.72	-14.50%

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested				
Fund:			11-General Fund	Green Cell - Department Input				
Dept #:			Engineering - 4172					
Division:			~ - 4172					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular			10 Full Time Engineering Department Positions	\$ 534,400.76	\$ 622,182.51	\$ 622,182.51	\$ 622,182.51
1220	Salaries & Wages Overtime			Estimate of Overtime for 2 Traffic Signal Employees	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
1224	Cell Phone Stipend			Marty Anderson @919-333-3355; John Heath @252-560-7796; Jonathan Perry @252-289-7582; Traffic Engineer (vacant) = \$720/year for each	\$ 2,160.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00
1274	Call Duty Pay			Traffic Signal Call Duty Personnel (\$125.00 x 52 weeks)	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus			\$413.00 x 10 Full Time Engineering Department Positions	\$ 3,713.97	\$ 4,130.00	\$ -	\$ -
1278	Wellness Earnings			2019-20 = 8 Employees and 2020-21= 10 Employees	\$ 2,400.00	\$ 3,000.00	\$ -	\$ -
1280	Vacation Pay Out			Rama Chittilla Retirement 7-31-20 = 240.00 hrs. x \$41.31/hr.	\$ -	\$ 9,914.40	\$ 9,914.40	\$ 9,914.40
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 42,356.12	\$ 50,000.93	\$ 49,455.48	\$ 49,455.48
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 56,197.99	\$ 66,341.10	\$ 66,005.29	\$ 66,005.29
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 22,146.99	\$ 26,144.28	\$ 25,859.08	\$ 25,859.08
1830	Hospital Insurance			# FTE X \$6,540 (\$545 per employee per month)	\$ 58,860.00	\$ 65,400.00	\$ 65,400.00	\$ 65,400.00
1835	Group Term Life Insurance Coverage			multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 343.44	\$ 381.60	\$ 381.60	\$ 381.60
1850	Unemployment Compensation			Provided by Finance		\$ 293.00	\$ 293.00	\$ 293.00
1860	Worker's Compensation			Provided by Finance	\$ 1,770.00	\$ 1,770.00	\$ 1,770.00	\$ 1,770.00
Total Salaries & Benefits					\$ 735,349.27	\$ 863,937.82	\$ 855,641.36	\$ 855,641.36
1932	Medical Exams			Medical physicals for two vacant Engineer positions @\$80 each	\$ -	\$ 160.00	\$ 160.00	\$ 160.00
1991	Consultant Fees	Y		Topographic surveys and preparation of easement maps	\$ 2,070.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2121	Uniforms			Traffic Signal Staff Uniforms	\$ 350.00	\$ 400.00	\$ 400.00	\$ 400.00
2123	Protective Clothing			Boots, vests, hard hats, etc.	\$ 150.00	\$ 250.00	\$ 250.00	\$ 250.00
2124	Shoes-Steel Toe			Safety Shoes-Employees working outside/near construction	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00
2203	Employee Appreciation			Eleven employees at \$16.00 each	\$ 124.44	\$ 176.00	\$ 176.00	\$ 176.00
2323	Other Training	Y		Professional Development, Conferences/Certifications	\$ 3,580.00	\$ 3,475.00	\$ 3,475.00	\$ 3,475.00
2391	First Aid			First aid supply kit	\$ 30.00	\$ 50.00	\$ 50.00	\$ 50.00
2501	Vehicle Operation/Maintenance			Survey Van & Bucket Truck Maintenance/Preventive Maint.	\$ 5,000.00	\$ 5,000.00	\$ 2,875.00	\$ 2,875.00
2502	Vehicle Fuel			Fuel for 5 Vehicles including Bucket Truck	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 4,500.00
2601	Office Supplies			Office supplies	\$ 300.00	\$ 300.00	\$ 175.00	\$ 175.00
2993	Operational Supplies			Drafting supplies and surveing field supplies, etc.	\$ 5,000.00	\$ 8,000.00	\$ 6,000.00	\$ 6,000.00
2994	Tools			Buch axes, shovels, picks, handles, traffic cones, etc.	\$ 300.00	\$ 500.00	\$ 375.00	\$ 375.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>		<b>Green Cell - Department Input</b>	
<b>Fund:</b>		<b>11-General Fund</b>		<b>Dept. Head-Marty Anderson</b>			
<b>Dept #:</b>		<b>Engineering - 4172</b>					
<b>Division:</b>		<b>~ - 4172</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3121	Travel	Y	Meetings, seminars, conferences, schools, etc. Conference and schools are held at various locations and are scheduled throughout the year and exact location and registration fees are not known at this time	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3210	Telephone		Cell phones: 2 Traffic Signal Employees, Survey Technician, and GIS Analyst @ \$45.00 each x 12 months = \$2,160.00. Ipads: 2 Construction Inspectors and Survey Technician @ \$38.01 each x 12 months = \$1,368.36	\$ 3,528.36	\$ 3,528.36	\$ 3,528.36	\$ 3,528.36
3250	Postage		Engineering correspondence, contracts & certified mail	\$ 150.00	\$ 300.00	\$ 300.00	\$ 300.00
3312	Traffic Signal Electricity		Electricity for Traffic Signals - reimburseable NCDOT cfg 4/29/2020 11:07 AM	\$ 9,600.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
3410	Printing		Contract documents, forms, stormwater brochures, etc.	\$ 100.00	\$ 300.00	\$ 206.00	\$ 206.00
3421	Copy Machine Cost		Rental/maintenance costs for Konica Minolta 368 for Engineering Department and Traffic Signal Shop	\$ 2,700.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
3422	Outside Copy Machine Cost		Deeds, plats, etc. copied at Wayne County Courthouse	\$ 50.00	\$ 100.00	\$ 100.00	\$ 100.00
3521	Office Machine Maintenance		Maintenance for copier and office equipment	\$ 200.00	\$ 500.00	\$ 500.00	\$ 500.00
3522	Machine/Equipment Maintenance		Annual Testing for Bucket Truck Calibration/Certification	\$ 600.00	\$ 750.00	\$ 562.00	\$ 562.00
3592	Maintenance Materials		Traffic signal maintenance and repairs	\$ 70,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
3700	Advertising		Public Education related to Stormwater/Clean Water	\$ 3,381.00	\$ 3,500.00	\$ 2,625.00	\$ 2,625.00
3914	Contract Services	Y	Temporary Traffic Engineer Services for current vacant Traffic Engineer Position	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
4221	Software License Fees		Traffic Signal Software Maintenance Agreement	\$ 13,388.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
4521	Auto Liability		Provided by Finance	\$ 4,091.00	\$ 4,296.00	\$ 4,296.00	\$ 4,296.00
4541	Employee Personal Liability		Provided by Finance	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00
4911	Subscriptions	Y	NC 811 Notifications and AWWA Standard Revisions	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
4912	Fees & Dues	Y	Professional License Fees and Agency Membership	\$ 2,418.00	\$ 2,870.00	\$ 2,870.00	\$ 2,870.00
4990	Equipment Expense		Misc. Equipment Expense	\$ 800.00	\$ 1,000.00	\$ 750.00	\$ 750.00
9561	Office Supplies		Office Supplies - Inventory	\$ 250.00	\$ 300.00	\$ 300.00	\$ 300.00
<b>Total Operating Expenditures</b>				<b>\$ 140,071.80</b>	<b>\$ 136,566.36</b>	<b>\$ 129,284.36</b>	<b>\$ 129,284.36</b>
5422	Bucket Truck				\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Engineering~ Budget</b>				<b>\$ 875,421.07</b>	<b>\$ 1,000,504.18</b>	<b>\$ 984,925.72</b>	<b>\$ 984,925.72</b>



<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Marty Anderson</b>			
<b>Dept #: Engineering - 4172</b>							
<b>Division: ~ - 4172</b>							
<b>Account: 1991 Consultant Fees</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Topographic surveys and preparation of easement maps	\$ 2,070.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 2,070.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Marty Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Professional Development - Training courses and seminars	\$ 930.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2	Bentley Water and Sewer Gems Training	\$ -	\$ -	\$ -	\$ -	
3	IMSA Continuing Education for Traffic Staff - Every 3 Yrs. (2023)	\$ 800.00	\$ -	\$ -	\$ -	
4	NC ARCGIS Conference for GIS/GPS Analyst - Conf. Feb. 2021	\$ -	\$ 725.00	\$ 725.00	\$ 725.00	
5	NCAUG Conference for GIS/GPS Analyst - Conf. Sept. 2020	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	
6	BMP Recertification - Construction Inspector (Every 3 Years)	\$ 100.00	\$ -	\$ -	\$ -	
7	NCAFPF Floodplain Bi-Annual Managers Conference	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 3,580.00</b>	<b>\$ 3,475.00</b>	<b>\$ 3,475.00</b>	<b>\$ 3,475.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 11-General Fund				Dept. Head-Marty Anderson			
Dept #: Engineering - 4172							
Division: ~ - 4172							
Account: 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Meetings, seminars, conferences, schools, etc. Conferences, seminars, and schools are held at various locations and are scheduled throughout the year. The exact locations and registration fees are not known at this time.	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
<b>Total - 3121 Travel</b>			<b>\$ 1,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Marty Anderson</b>			
<b>Dept #: Engineering - 4172</b>							
<b>Division: ~ - 4172</b>							
<b>Account: 3914 Contract Services</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Temporary Traffic Engineer Services for current vacant Traffic Engineer Position	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3914 Contract Services</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Marty Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	NC 811 Notifications by email for Utility Locations - Average monthly invoice = \$218.00	\$ 2,500.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	
2	American Water Works Association Standard Revisions	\$ -	\$ 800.00	\$ 800.00	\$ 800.00	
3						
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 4911 Subscriptions</b>	<b>\$ 2,500.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,500.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund  
Dept #: Engineering - 4172  
Division: ~ - 4172  
Account: 4912 Fees & Dues

Dept. Head-Marty Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Professional Engineer License Fee (Three Engineers) @ \$75.00	\$ 250.00	\$ 225.00	\$ 225.00	\$ 225.00	
2	American Waterworks Association (City Engineer)	\$ 238.00	\$ 240.00	\$ 240.00	\$ 240.00	
3	American Public Works Association (Agency Membership)	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	
4	NC Association of Floodplain Managers (City Engineer and	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
5	Traffic Engineer) @ \$60.00					
6	ITE (Traffic Engineer)	\$ -	\$ 320.00	\$ 320.00	\$ 320.00	
7	IMSA Membership for 2 Traffic Signal Employees - Payable every three years (Due 2023)	\$ 160.00	\$ -	\$ -	\$ -	
8	Transportation Professional Certification Board - Traffic Eng.	\$ -	\$ 315.00	\$ 315.00	\$ 315.00	
9						
10						
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 2,418.00</b>	<b>\$ 2,870.00</b>	<b>\$ 2,870.00</b>	<b>\$ 2,870.00</b>	

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head		Marty Anderson					
Dept #:	4135	Engineering		~ = Division by Zero							
Division:	4135	Streets & Storms - Utilities		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ    % Incr/(Decr)
3311	Street Lights	\$ 482,487.95	\$ 450,000.00	\$ 450,000.00	\$ 487,000.00	\$ 490,000.00	8.89%	\$ 490,000.00	8.89%	\$ 490,000.00	8.89%
3595	Railroad Signal Maintenance	\$ 20,408.00	\$ 20,200.00	\$ 20,200.00	\$ 21,700.00	\$ 22,000.00	8.91%	\$ 22,000.00	8.91%	\$ 22,000.00	8.91%
3596	Bridge Inspections & Repairs	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 2,800.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
	Total Operating Expenditures	\$ 502,895.95	\$ 474,200.00	\$ 474,200.00	\$ 511,500.00	\$ 516,000.00	8.81%	\$ 516,000.00	8.81%	\$ 516,000.00	8.81%
5991	Storm Drainage Improvements	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5993	Railroad Signals	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
	Total Capital Outlay	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Engineering-Streets & Storms - Utilities Bud	\$ 502,895.95	\$ 479,200.00	\$ 479,200.00	\$ 516,500.00	\$ 521,000.00	8.72%	\$ 521,000.00	8.72%	\$ 521,000.00	8.72%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Engineering - 4135</b>					
<b>Division:</b>		<b>Streets &amp; Storms - Utilities - 4135</b>					
		<b>Dept. Head-Marty Anderson</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3311	Street Lights		Existing system and additional street lights added FY20-21	\$ 487,000.00	\$ 490,000.00	\$ 490,000.00	\$ 490,000.00
3595	Railroad Signal Maintenance		City's 50% maintenance cost for railroad crossing signals	\$ 21,700.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
3596	Bridge Inspections & Repairs		Bridge Inspections due every two years -next inspec. 2020	\$ 2,800.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
<b>Total Operating Expenditures</b>				<b>\$ 511,500.00</b>	<b>\$ 516,000.00</b>	<b>\$ 516,000.00</b>	<b>\$ 516,000.00</b>
5991	Storm Drainage Improvements				\$ -	\$ -	\$ -
5993	Railroad Signals		City's 10% share of railroad crossing installations	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
<b>Total Capital Outlay</b>				<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>
						\$ -	\$ -
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Engineering-Streets &amp; Storms - Utilities B</b>				<b>\$ 516,500.00</b>	<b>\$ 521,000.00</b>	<b>\$ 521,000.00</b>	<b>\$ 521,000.00</b>



CAPITAL OUTLAY		Fiscal Year FY20-21															
Fund:	11-General Fund			Dept. Head-Marty Anderson													
Dept #:	Engineering - 4135																
Division:	Streets & Storms - Utilities - 4135																
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5993	N/A	N/A	N/A	N/A	N/A				N/A		Railroad Signals	City's 10% share of railroad crossing installations	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	N
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	

EXPENDITURE SHEET    Fiscal Year FY20-21											
Fund:            11-General Fund			Dept. Head       Marty Anderson								
Dept #:        4136    Engineering			~ = Division by Zero								
Division:      4136    Street Paving			* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
3588	Street Resurfacing				\$ -	\$ 500,000.00	~	\$ -	*	\$ -	*
	<b>Total Operating Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	~	\$ -	*	\$ -	*
5733	Paving Multi-Use Areas				\$ -	\$ 187,500.00	~	\$ 187,500.00	~	\$ 187,500.00	~
	<b>Total Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -	\$ 187,500.00	~	\$ 187,500.00	~	\$ 187,500.00	~
					\$ -	\$ -	*	\$ -	*	\$ -	*
	<b>Total Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	<b>Total Engineering-Street Paving Budget</b>	\$ -	\$ -	\$ -	\$ -	\$ 687,500.00	~	\$ 187,500.00	~	\$ 187,500.00	~

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Dept. Head-Marty Anderson</b>		<b>Blue Font - Detail Schedule Requested</b>	
<b>Fund:</b>		<b>11-General Fund</b>				<b>Green Cell - Department Input</b>	
<b>Dept #:</b>		<b>Engineering - 4136</b>					
<b>Division:</b>		<b>Street Paving - 4136</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3588	Street Resurfacing		Resurfacing Program for FY2020-21 (This is NOT Financed with any bonds, cash paid!) As of 3/31/20 \$2,206,328.89 left in escrow. Weaver Asphalt contract \$641,711 reduces amount to \$1,564,617.89. cfg 5/16/2020 2:38 PM	\$0.00	\$500,000.00	\$ -	\$ -
<b>Total Operating Expenditures</b>				\$ -	\$ 500,000.00	\$ -	\$ -
5733	Paving Multi-Use Areas		NCDOT Greenway Project (E-5705) The Stoney Creek Greenway is the 10' asphalt section of greenway from Hwy 70 to Royall Ave that was funded through NCDOT and the STI process. We have to budget amount awarded upfront and NCDOT will reimburse the City as project is completed.	\$0.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00
<b>Total Capital Outlay</b>				\$ -	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00
						\$ -	\$ -
<b>Total Debt Service</b>				\$ -	\$ -	\$ -	\$ -
<b>Total Engineering-Street Paving Budget</b>				\$ -	\$ 687,500.00	\$ 187,500.00	\$ 187,500.00

CAPITAL OUTLAY																		Fiscal Year FY20-21			
Fund:		11-General Fund										Dept. Head-Marty And									
Dept #:		Engineering - 4136																			
Division:		Street Paving - 4136																			
		Current Asset Information								Replacement Asset Information											
		Maintenance Cost History																			
Line	Acct #	Veh #	Year/Make/Mo del	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?				
1	5733	N/A	N/A	N/A	N/A	N/A				N/A		Paving Petition received on 6-30-14 for Branch Street from Vann Street to Southern End - per Marty we can eliminate this line item. There is only 1 house on this street. Cfg 4/29/2020 11:17 AM	Dirt street in poor condition	\$ -	\$ -	\$ -	N				
2	5733	N/A	N/A	N/A	N/A	N/A				N/A		Various dirt street paving - we can eliminate and make it part of the larger project with the \$500K cfg 4/29/2020 11:20 AM	Dirt streets in poor condition	\$ -	\$ -	\$ -	N				
3	5733	NCDOT	N/A	N/A	N/A	N/A				N/A		Stoney Creek Greenway-NCDOT Project E-5705	NCDOT funded project to construct greenway path from Royall Avenue to Quail Park - NCDOT will reimburse 100% of cost, but do not know when, depends on NCDOT funding. Per Marty - we don't know if they will fund it. We have to pay upfront, and they will reimburse. Cfg 4/29/2020 11:21 AM	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	N				
4																					
5																					
6																					
7																					
8																					
Total Capital Ou				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ 187,500.00	\$ 187,500.00	\$ 187,500.00					

## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: FIRE/5120

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Joseph Dixon					
Dept #:		5120		Fire Department		~ = Division by Zero					
Division:		5120		~		* = Change < \$500					
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 3,739,955.09	\$ 3,947,050.36	\$ 3,947,050.36	\$ 3,707,514.39	\$ 3,852,199.21	-2.40%	\$ 3,846,469.78	-2.55%	\$ 3,846,469.78	-2.55%
1220	Salaries & Wages Overtime	\$ 215,967.34	\$ 152,257.50	\$ 152,257.50	\$ 162,000.00	\$ 156,000.00	2.46%	\$ 78,000.00	-48.77%	\$ 78,000.00	-48.77%
1224	Cell Phone Stipend	\$ 549.84	\$ 1,440.00	\$ 1,440.00	\$ 719.94	\$ 719.94	-50.00%	\$ 719.94	-50.00%	\$ 719.94	-50.00%
1260	Salaries & Wages Part-Time	\$ 9,678.93	\$ 60,320.00	\$ 60,320.00	\$ 56,500.00	\$ 58,760.00	-2.59%	\$ 58,760.00	-2.59%	\$ 58,760.00	-2.59%
1272	Holiday Pay	\$ 139,072.05	\$ 138,046.80	\$ 138,046.80	\$ 136,500.00	\$ 144,000.00	4.31%	\$ 144,000.00	4.31%	\$ 144,000.00	4.31%
1275	Salaries & Wages Bonus	\$ 34,742.25	\$ -	\$ -	\$ 30,949.90	\$ 34,692.00	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 18,071.64	\$ -	\$ -	\$ 18,833.28	\$ 21,600.00	~	\$ -	*	\$ -	*
1279	Moving Allowance	\$ 1,565.62			\$ -	\$ -	*	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 48,825.76	\$ -	\$ -	\$ 9,172.10	\$ 24,350.40	~	\$ 24,350.40	~	\$ 24,350.40	~
1810	Social Security	\$ 318,473.23	\$ 328,953.34	\$ 328,953.34	\$ 315,347.51	\$ 328,362.60	-0.18%	\$ 317,650.96	-3.44%	\$ 317,650.96	-3.44%
1821	NCLGERS-Retirement	\$ 338,519.73	\$ 382,209.96	\$ 382,209.96	\$ 418,402.25	\$ 435,670.64	13.99%	\$ 423,949.84	10.92%	\$ 423,949.84	10.92%
1822	401-K Retirement	\$ 151,383.40	\$ 169,494.06	\$ 169,494.06	\$ 164,887.58	\$ 171,692.86	1.30%	\$ 166,092.00	-2.01%	\$ 166,092.00	-2.01%
1830	Hospital Insurance	\$ 493,070.78	\$ 508,800.00	\$ 508,800.00	\$ 490,500.00	\$ 497,040.00	-2.31%	\$ 503,580.00	-1.03%	\$ 503,580.00	-1.03%
1835	Group Term Life Insurance Coverage	\$ 3,342.36	\$ -	\$ -	\$ 3,205.44	\$ 3,205.44	~	\$ 3,205.44	~	\$ 3,205.44	~
1850	Unemployment Compensation	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 657.11	\$ 1,895.00	89.50%	\$ 1,895.00	89.50%	\$ 1,895.00	89.50%
1860	Worker's Compensation	\$ 65,119.71	\$ 17,942.00	\$ 17,942.00	\$ 153,444.17	\$ 18,477.00	2.98%	\$ 18,477.00	2.98%	\$ 18,477.00	2.98%
	Total Salaries & Benefits	\$ 5,579,337.73	\$ 5,707,514.02	\$ 5,707,514.02	\$ 5,668,633.66	\$ 5,748,665.08	0.72%	\$ 5,587,150.36	-2.11%	\$ 5,587,150.36	-2.11%
1932	Medical Exams	\$ 23,723.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2111	Cleaning Supplies	\$ 5,331.85	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%
2121	Uniforms	\$ 32,575.81	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,200.00	0.44%	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
2123	Protective Clothing	\$ 65,622.86	\$ 60,000.00	\$ 67,912.75	\$ 67,913.00	\$ 72,000.00	20.00%	\$ 60,000.00	0.00%	\$ 60,000.00	0.00%
2125	Shoes-Uniform	\$ 5,680.00	\$ 9,000.00	\$ 9,000.00	\$ 7,500.00	\$ 9,000.00	0.00%	\$ 9,000.00	0.00%	\$ 9,000.00	0.00%
2203	Employee Appreciation	\$ 1,172.25	\$ 1,344.00	\$ 1,344.00	\$ 1,433.00	\$ 1,344.00	0.00%	\$ 1,344.00	0.00%	\$ 1,344.00	0.00%
2323	Other Training	\$ 27,591.90	\$ 42,000.00	\$ 42,000.00	\$ 38,170.00	\$ 57,070.00	35.88%	\$ 29,400.00	-30.00%	\$ 29,400.00	-30.00%
2391	First Aid	\$ 5,400.36	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	\$ 8,377.00	14.75%	\$ 7,300.00	0.00%	\$ 7,300.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 72,742.89	\$ 75,500.00	\$ 75,500.00	\$ 75,500.00	\$ 89,500.00	18.54%	\$ 56,625.00	-25.00%	\$ 56,625.00	-25.00%
2502	Vehicle Fuel	\$ 40,084.15	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,400.00	0.80%	\$ 37,500.00	-25.00%	\$ 37,500.00	-25.00%
2511	Oil & Lubricants	\$ 830.50	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2594	Vehicle Repairs	\$ 28,157.91	\$ 45,000.00	\$ 54,923.13	\$ 55,000.00	\$ 75,000.00	66.67%	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
2601	Office Supplies	\$ 5,492.68	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 4,500.00	-25.00%	\$ 4,500.00	-25.00%
2993	Operational Supplies	\$ 44,553.39	\$ 79,500.00	\$ 85,352.44	\$ 85,400.00	\$ 133,500.00	67.92%	\$ 59,625.00	-25.00%	\$ 59,625.00	-25.00%
2994	Tools	\$ 10,445.63	\$ 18,200.00	\$ 18,200.00	\$ 18,200.00	\$ 29,000.00	59.34%	\$ 13,650.00	-25.00%	\$ 13,650.00	-25.00%
3121	Travel	\$ 2,558.19	\$ 4,000.00	\$ 4,000.00	\$ 3,790.00	\$ 5,400.00	35.00%	\$ 2,800.00	-30.00%	\$ 2,800.00	-30.00%
3210	Telephone	\$ 3,191.09	\$ 3,096.00	\$ 3,096.00	\$ 4,500.00	\$ 6,500.00	109.95%	\$ 6,500.00	109.95%	\$ 6,500.00	109.95%
3250	Postage	\$ 546.24	\$ 500.00	\$ 500.00	\$ 575.00	\$ 650.00	30.00%	\$ 650.00	30.00%	\$ 650.00	30.00%
3310	Electricity	\$ 29,817.96	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	0.00%	\$ 27,000.00	-25.00%	\$ 27,000.00	-25.00%
3330	Natural Gas	\$ 5,959.60	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	0.00%	\$ 6,000.00	-25.00%	\$ 6,000.00	-25.00%
3410	Printing	\$ 1,270.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	0.00%	\$ 1,200.00	-25.00%	\$ 1,200.00	-25.00%
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 23,638.00	\$ -	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 37,909.94	\$ 25,500.00	\$ 37,500.00	\$ 37,500.00	\$ 117,900.00	362.35%	\$ 19,125.00	-25.00%	\$ 19,125.00	-25.00%
3521	Office Machine Maintenance	\$ -	\$ 500.00	\$ 500.00	\$ 800.00	\$ 1,550.00	210.00%	\$ 1,550.00	210.00%	\$ 1,550.00	210.00%
3522	Machine/Equipment Maintenance	\$ 6,771.49	\$ 23,600.00	\$ 23,600.00	\$ 23,600.00	\$ 31,000.00	31.36%	\$ 17,700.00	-25.00%	\$ 17,700.00	-25.00%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Joseph Dixon					
Dept #:		5120	Fire Department		~ = Division by Zero						
Division:		5120	~		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
3599	Storm Damage Cleanup	\$ 2,160.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 4,750.42	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	0.00%	\$ 2,750.00	-50.00%	\$ 2,750.00	-50.00%
4401	Generator Contract	\$ 2,963.15	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
4511	Multi-Peril Insurance	\$ 4,323.00	\$ 4,539.00	\$ 4,539.00	\$ 5,105.00	\$ 5,533.00	21.90%	\$ 5,533.00	21.90%	\$ 5,533.00	21.90%
4521	Auto Liability	\$ 57,626.00	\$ 60,388.00	\$ 60,388.00	\$ 61,981.00	\$ 65,080.00	7.77%	\$ 65,080.00	7.77%	\$ 65,080.00	7.77%
4541	Employee Personal Liability	\$ 370.00	\$ 370.00	\$ 370.00	\$ 370.00	\$ 370.00	*	\$ 370.00	*	\$ 370.00	*
4911	Subscriptions	\$ 2,248.80	\$ 2,706.00	\$ 10,201.00	\$ 8,625.00	\$ 15,579.00	475.72%	\$ 15,579.00	475.72%	\$ 15,579.00	475.72%
4912	Fees & Dues	\$ 6,529.97	\$ 6,395.00	\$ 6,395.00	\$ 6,870.00	\$ 6,580.00	2.89%	\$ 6,580.00	2.89%	\$ 6,580.00	2.89%
4990	Equipment Expense	\$ 13,111.47	\$ 21,700.00	\$ 25,371.75	\$ 25,351.00	\$ 39,325.00	81.22%	\$ 16,275.00	-25.00%	\$ 16,275.00	-25.00%
8153	Insurance Proceeds		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ 522.18	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
	Total Operating Expenditures	\$ 552,034.68	\$ 684,838.00	\$ 731,693.07	\$ 752,321.00	\$ 964,558.00	40.84%	\$ 605,236.00	-11.62%	\$ 605,236.00	-11.62%
5075	Paving		\$ -	\$ -	\$ -	\$ 24,000.00	~	\$ -	*	\$ -	*
5136	All Terrain Vehicle		\$ -	\$ -	\$ -	\$ 35,000.00	~	\$ -	*	\$ 35,000.00	~
5401	Administrative Car	\$ 38,238.35	\$ 32,500.00	\$ 69,295.00	\$ 74,212.00	\$ 45,000.00	38.46%	\$ -	*	\$ -	*
5475	Air Compressor	\$ 52,694.61	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5521	Fire Hose	\$ 819.62	\$ 7,500.00	\$ 12,981.00	\$ 12,981.00	\$ 13,155.00	75.40%	\$ 13,155.00	75.40%	\$ 13,155.00	75.40%
5527	Miscellaneous Equipment	\$ 8,260.22	\$ 11,000.00	\$ 18,665.00	\$ 18,665.00	\$ 140,246.00	1174.96%	\$ -	*	\$ -	*
5735	Air Packs	\$ 49,650.03	\$ 93,570.00	\$ 93,570.00	\$ 93,570.00	\$ 35,100.00	-62.49%	\$ 35,100.00	-62.49%	\$ 35,100.00	-62.49%
5736	Thermal Imaging Camera	\$ 6,305.00	\$ 7,500.00	\$ 7,500.00	\$ 5,300.00	\$ 5,700.00	-24.00%	\$ 5,700.00	-24.00%	\$ 5,700.00	-24.00%
	Total Capital Outlay	\$ 155,967.83	\$ 152,070.00	\$ 202,011.00	\$ 204,728.00	\$ 298,201.00	96.09%	\$ 53,955.00	-64.52%	\$ 88,955.00	-41.50%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Fire Department~ Budget	\$ 6,287,340.24	\$ 6,544,422.02	\$ 6,641,218.09	\$ 6,625,682.66	\$ 7,011,424.08	7.14%	\$ 6,246,341.36	-4.55%	\$ 6,281,341.36	-4.02%



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

JUSTIFICATION SHEET    Fiscal Year FY20-21				Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Dept. Head-Joseph Dixon			
Dept #:		Fire Department - 5120		Green Cell - Department Input			
Division:		~ - 5120					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2501	Vehicle Operation/Maintenance		These funds are requested to cover charges for maintenance and/or repairs performed on fire department response and administration vehicles and fire apparatus at the City's maintenance complex. The additional increase in this account is due price increase for maintenance and projected repairs needed on aging fire apparatus.	\$ 75,500.00	\$ 89,500.00	\$ 56,625.00	\$ 56,625.00
2502	Vehicle Fuel		These funds are requested to cover the cost of diesel fuel and gasoline for all fire apparatus, administration vehicles and response vehicles. With the ever changing price of gas and diesel, we project an average monthly expense of \$4,200.00.	\$ 50,000.00	\$ 50,400.00	\$ 37,500.00	\$ 37,500.00
2511	Oil & Lubricants		These funds are requested to purchase motor oil and other lubricants used for engines, transimissions, boats and fire pumps as needed during daily, weekly and montly inspections.	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2594	Vehicle Repairs		These funds are requested for repairs and purchase of parts needed through outside vendors on fire apparatus, administration vehicles and response vehicles. The department requested amount increased due to increasing cost of labor and parts as well as \$20,000 in repairs to pump on Engine 1. These repairs are necessary in order to pass mandated pump testing. Also included in this line item is \$8,500 to replace/upgrade the light tower head on Engine 4 to LED. (Fleet Maintenance Charges)	\$ 55,000.00	\$ 75,000.00	\$ 45,000.00	\$ 45,000.00
2601	Office Supplies		These funds are requested to purchase office supplies, excluding items budgeted in account 9561 and 3521, for the department. This includes costs of ink and toner for all printers not contracted through the IT Department as well as office supplies for all stations and training facility.	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 4,500.00
2993	Operational Supplies		These funds will be used to cover the costs of operational supplies for the department. This line item includes items such as, batteries, equipment testing and certifications, annual services and testing, Class A & B Foam, station appliances, hose testing supplies, annual ceremony supplies (promotion/graduation/retirement), fire prevention supplies ( plastic fire hats, stickers, coloring books, trading cards, magnets, etc.), fit testing machine rental and other operational supplies for the department not otherwise specified in other line items. There is an increase in this account due to increase of flow testing cost of airpaks due to upgraded equipment and an increase in cylinder hydrostatic testing due to number of cylinders requiring testing. There is also an additional increase of \$5,500 for the newly formed Recruitment Team Committee. This increase is to purchase literature, table cloths, event display materials, banners, advertising materials, table top banner stand, etc. Also included in this increase is the purchase of physical fitness equipment for substations (\$7,000). Funding for offices, bedrooms, appliances and dayroom furniture for Station 1 & 4 due to the rennovation is also included in budget per ACM (\$40,000). Also included in the pricing increase is for Station 1 furniture expense to be shared for the training room between GPD and GFD (\$7,500).	\$ 85,400.00	\$ 133,500.00	\$ 59,625.00	\$ 59,625.00
2994	Tools		These funds are requested to purchase tools to replace broken equipment and purchase rescue equipment for special teams such as Water Rescue, Trench Rescue, and Rope Rescue. This years requested amount is for items for a Paratech Shore Kit for the Trench Rescue Team at a total cost of \$18,228. This kit will be utilized to expand the capabilities of the trench resuce response team as well as comply with OSHA standard. An additional requested amount of \$1,700 is requested for the Rope Rescue Team to replace out of date body harnesses per 10 year department replacement plan. Also included in this line item is equipment needed to provide in-house pump testing for the department per mandated requirements at a cost of \$1,700. An additional cost is added to include miscellaneous tools for department use and apparatus tools such as axes, drills, wrench sets, pliers, saws, etc.	\$ 18,200.00	\$ 29,000.00	\$ 13,650.00	\$ 13,650.00
3121	Travel	Y	These funds are requested to cover the cost of lodging, meals, travel and registration for the Fire Chief and Command Staff personnel to attend community meetings and professional devlopment courses and certification training. (see attached SCH3121)	\$ 3,790.00	\$ 5,400.00	\$ 2,800.00	\$ 2,800.00
3210	Telephone		These funds are requested to cover the cost of telephone contract services for department. Contracted prices for Cell Phones \$45.00 x 7 / Ipads \$38.01 x 5 per IT Dept.	\$ 4,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Fire Department - 5120</b>					
<b>Division:</b>		<b>~ - 5120</b>					
		<b>Dept. Head-Joseph Dixon</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3250	Postage		These funds are requested to cover the cost of postage of letters mailed through the US Postal Service and shipping costs when items are mailed for repairs. The increase in this account is to cover the additional expense for shipping of gear and equipment.	\$ 575.00	\$ 650.00	\$ 650.00	\$ 650.00
3310	Electricity		These funds are requested to cover the cost of electricity for all stations and training facility paid to Duke Energy.	\$ 36,000.00	\$ 36,000.00	\$ 27,000.00	\$ 27,000.00
3330	Natural Gas		These funds are requested to cover the cost of natural gas used by the department.	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00	\$ 6,000.00
3410	Printing		These funds are requested to cover the cost of printed materials such as inspection reports, uniform request forms, advertising, recruiting brochures and booklets, honor guard materials, business cards, etc.	\$ 1,600.00	\$ 1,600.00	\$ 1,200.00	\$ 1,200.00
3510	Repairs (Insurance Claims)		These funds are requested to cover the cost of insurance claims for repairs to equipment. Note: This estimated expense should be reimbursed through insurance payment for no fault accident (\$23,637.25).	\$ 23,638.00	\$ -	\$ -	\$ -
3511	Building Maintenance		These funds are requested to provide maintenance and repairs to 5 fire stations. Included in this account is preventative maintenance and repairs, such as bay door repairs, plumbing repairs, pest control, etc. We are requesting funding to initiate a roll up door maintenance agreement to help with increasing cost of repairs on bay door operators at a cost of \$4,000. Funding is also requested to initiate a replacement plan for aging bay door operators. Initial replacement plan is requested for 5 of the 25 bay door operators at a total cost of \$7,500 as well as \$3,000 for miscellaneous and emergency repairs. Additional funding is for building repairs to all stations. Included in this pricing is for the following: Station 1: Interior painting and removal of wallpaper per OSHA recommendation during 2019 site visit. Carpet, painting and new ceiling tiles for non-contracted areas of Station 1 to match renovated areas. Concrete repairs are also included for Station 1 due to sunken apron. Approximate cost for Station 1 is \$32,500. Station 2: Blinds, bay lighting upgrade to LED, and exterior bay painting at an approximate cost of \$5,000. Station 3: Drive-thru bay construction at approximate cost of \$50,000 to eliminate safety concerns during back-up operations. Note: If approved for new public safety facility this cost will not be needed. Station 4: Storage cabinets for bay and a vinyl fence to help with aesthetic view around generator from street. These items were not contracted in new build plans. Approximate cost for Station 4 is \$2,200. Station 5: Concrete apron repairs due to sunken apron. Approximate cost is \$8,000. An additional \$5,000 is included to cover the expense of miscellaneous and unforeseen building repairs.	\$ 37,500.00	\$ 117,900.00	\$ 19,125.00	\$ 19,125.00
3521	Office Machine Maintenance		These funds are requested to include copy contract for 1 printer for Station 1. This budget is contracted through a leasing program through IT Department.	\$ 800.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
3522	Machine/Equipment Maintenance		These funds are requested to provide maintenance of items not covered in line items 2501/3521. This includes service to vehicle sirens, portable radios, appliances, extrication tools, specialty equipment and other electric machines. This account primarily includes the cost of radio alignments, repairs, re-programming, maintenance agreement, re-certifications, batteries, etc. Requested funding in this line item includes pricing increase on repairs and parts and to initiate a radio maintenance agreement. Radios include portables, bay stations, mics and mobile radios.	\$ 23,600.00	\$ 31,000.00	\$ 17,700.00	\$ 17,700.00
3599	Storm Damage Cleanup			\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement		These funds are requested to reimburse employees for tuition, fees and books for college according to COG personnel policy. This year we project that we will have 5 employees (Derek Bergeron, Scott Barnes, Eric Scott, Ron Stempien, Thurman Shackelford) receive the max reimbursement for education. 5 employees * \$1,100 = \$5,500	\$ 5,500.00	\$ 5,500.00	\$ 2,750.00	\$ 2,750.00
4401	Generator Contract		These funds are requested to cover the cost of the annual maintenance agreement for the emergency power generator at substations.	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 5,105.00	\$ 5,533.00	\$ 5,533.00	\$ 5,533.00
4521	Auto Liability		Provided by Finance	\$ 61,981.00	\$ 65,080.00	\$ 65,080.00	\$ 65,080.00
4541	Employee Personal Liability		Provided by Finance	\$ 370.00	\$ 370.00	\$ 370.00	\$ 370.00
4911	Subscriptions	Y	These funds are requested to cover the cost of subscriptions for the department use. See attached SCH4911.	\$ 8,625.00	\$ 15,579.00	\$ 15,579.00	\$ 15,579.00
4912	Fees & Dues	Y	These funds are requested to cover the cost of fees and dues for the department. See attached SCH4912.	\$ 6,870.00	\$ 6,580.00	\$ 6,580.00	\$ 6,580.00

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested			
Fund:			11-General Fund	Green Cell - Department Input			
Dept #:			Fire Department - 5120				
Division:			~ - 5120				
			Dept. Head-Joseph Dixon				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4990	Equipment Expense		These funds are requested to purchase equipment that cost between \$1,000 - \$4,999. This year the department is requesting to purchase a NRS 13 ft. self-bailing raft for the Water Rescue Team - \$4,925 / a Plymovent system for all stations exculding Station 4 - \$28,000 Note: This cost is pending grant award and each station cost varies per system. If grant is not awarded - grant will be reapplied for automatically and funding will be requested in next fiscal year budget / a Sparky animated costume to be used in the fire prevention division in community outreach events. This costume includes full Sparky copyrighted costume with animated voice feature - \$4,100 / a 6 x 14 trailer for the requested amphibious all terrain vehicle listed in account 5136 - \$2,300 Note: If vehicle is not approved, trailer will not be needed.	\$ 25,351.00	\$ 39,325.00	\$ 16,275.00	\$ 16,275.00
8153	Insurance Proceeds		Reimbursement of the non-fault accident listed in 3510. (\$23,637.25)	-	\$ -	\$ -	\$ -
9561	Office Supplies		These funds are requested to cover the cost of letter and legal size paper and envelopes received from the stockroom at City Hall.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
	Total Operating Expenditures			\$ 752,321.00	\$ 964,558.00	\$ 605,236.00	\$ 605,236.00
5075	Paving		These funds are requested to replace the 2005 Ford Expedition which is currently out of service due to pending transmission repairs at an estimated cost of \$3,300. The department would like to purchsae a 2020 4WD Chevy Colorado for the Fire Inspector/Arson Investigator. This price includes GFD striping, emergency lightning, mobile radio and slide out tray and cover for truck bed.	\$ -	\$ 24,000.00	\$ -	\$ -
5136	All Terrain Vehicle		Amphibious rescue vehicle. Added back per Council request 6/9/20.	\$ -	\$ 35,000.00	\$ -	\$ 35,000.00
5401	Administrative Car		These funds are requested to replace fire hoses of various diameters that are aging and beyond repair. Requested funds also include nozzles, foam inductors, and other hose appliances in need of repairs. Increased budget amount is due to the request for additional nozzles to be used at the training facility to help with wear and tear on front line operations as well as replacement of additional fire hose due to not passing hose testing.	\$ 74,212.00	\$ 45,000.00	\$ -	\$ -
5475	Air Compressor		Prior year expenditure. No current year request.	\$ -	\$ -	\$ -	\$ -
5521	Fire Hose		These funds are requested to purchase new SCBA units and additional cylinders for the department. This budget year the department is requesting the following: 4 - Carbon Cylinders 4500 psi @ \$900 each / 5 - Voice Amps @ \$500 each / 10 - SCBA Face Pieces - HT AV3000 @ \$300 each / 4 - SCBA Unit 4500-psi @ \$6,500 Note: This will continue the replacement plan of reserve trucks to ensure continuity with ready reserves.	\$ 12,981.00	\$ 13,155.00	\$ 13,155.00	\$ 13,155.00
5527	Miscellaneous Equipment		These funds are requested to puchase a new thermal imaging camera for Eng. 5.	\$ 18,665.00	\$ 140,246.00	\$ -	\$ -
5735	Air Packs		These funds are requested to pave a portion of the training facility to provide a smooth surface to conduct the Candidate Physical Abilities Test as required by the NAFC and IAFF. Due to renovations at Station 1 and Cornerstone Commons, this test will need to be moved to the training facility in order to meet requirements. It will also more closely replicate fire operations, reduce damage to equipment and provide easier access entering and exiting the facility.	\$ 93,570.00	\$ 35,100.00	\$ 35,100.00	\$ 35,100.00
5736	Thermal Imaging Camera		These funds are requested to purchase an all terrain amphibious vehicle (4 person capacity). This vehicle will be used as an emergency response utility vehicle for accessibility during festivals, events, access to parks and greenways as well as be used during natual disasters to provide access to the flooded areas and to the City's water plant.	\$ 5,300.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
	Total Capital Outlay			\$ 204,728.00	\$ 298,201.00	\$ 53,955.00	\$ 88,955.00
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Fire Department-~ Budge			\$ 6,625,682.66	\$ 7,011,424.08	\$ 6,246,341.36	\$ 6,281,341.36

CAPITAL OUTLAY		Fiscal Year FY20-21															
Fund:		11-General Fund		Dept. Head-Joseph Dixon													
Dept #:		Fire Department - 5120															
Division:		~ - 5120															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5075	N/A	Addition	N/A	N/A	N/A				N	1	Paving @ Training Facility	These funds are requested to pave a portion of the training facility to provide a smooth surface to conduct the Candidate Physical Abilities Test as required by the NAFC and IAFF. Due to renovations at Station 1 and Cornerstone Commons, this test will need to be moved to the training facility in order to meet requirements. It will also more closely replicate fire operations, reduce damage to equipment and provide easier access entering and exiting the facility.	\$ 24,000.00	\$ -	\$ -	N
2	5136	N/A	Addition	N/A	N/A	N/A				N	2	All Terrain Amphibious Vehicle	These funds are requested to purchase an all terrain amphibious vehicle. This vehicle will be used as an emergency response utility vehicle for accessibility during festivals, events, access to parks and greenways as well as be used during natural disasters to provide access to the flooded areas and to the City's water plant.	\$ 35,000.00	\$ -	\$ 35,000.00	N
3	5401	B1124	2005 Ford Expedition	\$ 18,540.00	95,328	\$ 1,500.00	\$ 414.00	\$ 46.00	\$ 3,333.10	N	1	Administration Vehicle for Fire Inspector/Arson Investigator	These funds are requested to replace the 2005 Ford Expedition which is currently out of service due to pending transmission repairs at an estimated cost of \$3,300. The department would like to purchsae a 2020 4WD Chevy Colorado for the Fire Inspector/Arson Investigator. This price includes GFD striping, emergency lightning, mobile radio and slide out tray and cover for truck bed.	\$ 45,000.00	\$ -	\$ -	N
4	5521	N/A	Fire Hoses	NOT STATED	N/A	N/A				N	1	Fire Hose Replacements	These funds are requested to replace fire hoses of various diameters that are aging and beyond repair. Requested funds also include nozzles, foam inductors, and other hose appliances in need of repairs. Increased budget amount is due to the request for additional nozzles to be used at the training facility to help with wear and tear on front line operations as well as replacement of additional fire hose due to not passing hose testing.	\$ 13,155.00	\$ 13,155.00	\$ 13,155.00	N
5	5527	N/A	Addition	N/A	N/A	N/A				N	1	Turnout Gear Dryer	These funds are requested to purchase a new turnout gear dryer for department. Amount requested includes installation and delievery charges.	\$ 11,000.00	\$ -	\$ -	N

CAPITAL OUTLAY		Fiscal Year FY20-21															
Fund:		11-General Fund				Dept. Head-Joseph Dixon											
Dept #:		Fire Department - 5120															
Division:		~ - 5120															
		Current Asset Information								Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
6	5527	N/A	Addition	N/A	N/A	N/A				N	2	Deployable Shelter for Water Rescue Team	These funds are requested to purchase a deployable shelter for the Water Rescue Team with environmental contol device and generator.	\$ 34,251.00	\$ -	\$ -	N
7	5527	N/A	Addition	N/A	N/A	N/A				N	2	Inflatable Fire House for Community Outreach & Education	These funds are requested to purchase a inflatable fire house for the fire education division to be used in community outreach events and education.	\$ 7,495.00	\$ -	\$ -	N
8	5527	N/A	Portable Radios	NOT STATED	N/A	N/A				N	1	(11) Portable Radios	These funds are requested to purchase dual band portable radios to allow for inneroperability in natural disasters and inter-agency operations. These radios will be issued on front line appartaus and to command staff. (11 @ \$7,955) Radio pricing includes software, programming, charges, spare battery, remote mics and warranty.	\$ 87,500.00	\$ -	\$ -	N
9	5735	N/A	Airpacks	NOT STATED	N/A	N/A				N	1	Airpacks and Equipment	These funds are requested to purchase new SCBA units and additional cylinders for the department. This budget year the department is requesting the following: 4 - Carbon Cylinders 4500 psi @ \$900 each / 5 - Voice Amps @ \$500 each / 10 - SCBA Face Pieces - HT AV3000 @ \$300 each / 4 - SCBA Units 4500-psi @ \$6,500 Note: This will continue the replacement plan of reserve trucks to ensure continuity with ready reserves.	\$ 35,100.00	\$ 35,100.00	\$ 35,100.00	N
10	5736	N/A	Thermal Imaging Camera	NOT STATED	N/A	N/A				N	1	Thermal Imaging Camera for Eng. 5	These funds are requested to purchase a new thermal imaging camera for Engine 5.	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	N
Total Capital Outlay Re				\$ 18,540.00		\$ 1,500.00	\$ 414.00	\$ 46.00	\$ 3,333.10					\$ 298,201.00	\$ 53,955.00	\$ 88,955.00	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Joseph Dixon			
Dept #:		Fire Department - 5120					
Division:		~ - 5120					
Account:		2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Training Facility Upgrades: Includes Land Clearing/Tree Removal to allow for expansion of training facility and removal of overgrowth and potential fall hazards of dead trees. Also included is money allocated for trench prop building materials, new gravel in needed areas, painting of buildings to be completed by staff and upgrade to the flat roof prop.	\$ 13,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
2		Mobile Classroom Rental	\$ 4,200.00	\$ 4,200.00	\$ -	\$ -	
3		Assessment Centers, Fire Training Media Resources	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
4		Candidate Physical Agility Test Materials (Hiring Process)	\$ 150.00	\$ -	\$ -	\$ -	
5		Training Equipment (Fuel, Lumber, Prop Materials, OSB, Wheat Straw, Etc.)	\$ 8,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
6		Goldsboro Explorer Program Competition: 3 Employees/Program Leaders to attend the Winterfest Explorer Competition	\$ -	\$ 2,000.00	\$ -	\$ -	
7		Outside Training Schools/Conferences: Fire Department Training Network School (4 employees @ \$1,900 each) / NC South Atlantic Fire Rescue Conference and Expo (6 employees @ \$150.00 each) / National Honor Guard Training (3 Honor Guard Members @ \$1,200 each) / NC Catawba Flood Exercise (6 Water Rescue Team Members @ \$200 each) / Fire Department Instructor Conference (2 employees @ \$1,500 each) / NC Association of Fire Chief Conference (2 employees @ \$1,000 each) / NC Fire Prevention School (2 inspectors @ \$950) / National Fire Academy (6 employees @ \$300 each)	\$ 8,950.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	
8		Level I, II or III Inspections Training Certification Reimbursement (6 employees * \$145)	\$ 870.00	\$ 870.00	\$ -	\$ -	
9		Cut to FY20 Adopted per CM/ACM			\$ (8,000.00)	\$ (8,000.00)	
10		Cut addtl 30% from FY20 \$42000			\$ (12,600.00)	\$ (12,600.00)	
		<b>Total - 2323 Other Training</b>	<b>\$ 38,170.00</b>	<b>\$ 57,070.00</b>	<b>\$ 29,400.00</b>	<b>\$ 29,400.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund  
 Dept #: Fire Department - 5120  
 Division: ~ - 5120  
 Account: 3121 Travel

Dept. Head-Joseph Dixon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	International Association of Fire Chief's Conference - Fire Chief (Includes travel expenses, meals, lodging and airfare)	\$ 1,200.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	
2	International Association of Emergency Manager's Conference - Fire Chief (Includes travel expenses, meals, lodging and airfare)	\$ 2,000.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	
3	South Atlantic Fire & Rescue Expo - 4 Command Staff Personnel (4 personnel @ \$150 each)	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
4	Various Community Meetings, Luncheons & Events (Fire Chief & Command Staff Personnel)	\$ 590.00	\$ 600.00	\$ 600.00	\$ 600.00	
5	Cut to FY20 Adopted per CM/ACM			\$ (1,400.00)	\$ (1,400.00)	
6	Cut 30% FY20 Adopted \$4000			\$ (1,200.00)	\$ (1,200.00)	
7						
	<b>Total - 3121 Travel</b>	<b>\$ 3,790.00</b>	<b>\$ 5,400.00</b>	<b>\$ 2,800.00</b>	<b>\$ 2,800.00</b>	



SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Joseph Dixon			
Dept #:		Fire Department - 5120					
Division:		~ - 5120					
Account:		4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		NFPA Subscription Service (Online) - Fire Inspectors	\$ 1,495.00	\$ 1,575.00	\$ 1,575.00	\$ 1,575.00	
2		Active911 - Emergency Response Subscription	\$ 750.00	\$ 875.00	\$ 875.00	\$ 875.00	
3		Weather Radar App - Fire Chief Ipad	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
4		CAD Interface Subscription (IT Dept.)	\$ 225.00	\$ -	\$ -	\$ -	
5		ESO Solutions (IT Dept.)	\$ 6,145.00	\$ -	\$ -	\$ -	
6		Amazon Prime Membership	\$ -	\$ 119.00	\$ 119.00	\$ 119.00	
7		NFORS/FireCARES Subscription - Startup Fee \$5,000/Annual Fee \$8,000	\$ -	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 8,625.00</b>	<b>\$ 15,579.00</b>	<b>\$ 15,579.00</b>	<b>\$ 15,579.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 11-General Fund  
 Dept #: Fire Department - 5120  
 Division: ~ - 5120  
 Account: 4912 Fees & Dues

Dept. Head-Joseph Dixon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	International Association of Fire Chiefs	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
2	International Association of Emergency Managers	\$ 190.00	\$ 190.00	\$ 190.00	\$ 190.00	
3	Fire Department Training Network Membership Renewal Fee	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
4	Explorer Post Renewal Fee	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
5	NC Association of EMS & Rescue Membership Dues	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
6	Fire Inspection Certification Renewals (30 @ \$20.00)	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
7	NC Fire Chief Association Dues (8 @ \$30.00)	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	
8	NC Fire Marshal Dues (1 @ \$15.00)	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	
9	NC State Firefighters Association Dues (85 @ \$25.00)	\$ 2,125.00	\$ 2,125.00	\$ 2,125.00	\$ 2,125.00	
10	Wayne County Firefighter's Association (82 @ \$5.00)	\$ 410.00	\$ 410.00	\$ 410.00	\$ 410.00	
11	NC Fire & Rescue Administrative Professionals Dues (2 @ \$50.00)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
12	Recertification Fee - Car Seat Safety Technicians (10 @ \$55.00)	\$ 440.00	\$ 550.00	\$ 550.00	\$ 550.00	
13	NC Industrial Commission (Finance)	\$ 400.00	\$ -	\$ -	\$ -	
14						
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 6,870.00</b>	<b>\$ 6,580.00</b>	<b>\$ 6,580.00</b>	<b>\$ 6,580.00</b>	

## FISCAL YEAR 2020-2021 BUDGET

### DEPARTMENT/DIVISION: POLICE 6121

#### DEPARTMENT OVERVIEW:

The mission of the Goldsboro Police Department is to enhance the quality of life in the City of Goldsboro by working cooperatively with the public and within the framework of the US Constitution to enforce the laws, preserve the peace, reduce fear and provide for a safe environment. In 2019/2020, the Police Department was authorized 121 full time positions (109) sworn officers and (12) civilians, assigned to four divisions: Office of the Chief of Police, Operations Bureau, Support Services Bureau, and Investigative Services Bureau. In addition, the department was authorized (01) part-time Custodian. The activities of the Department include the enforcement of the laws; prevention and detection of criminal activity; apprehension of offenders; control of traffic; participation in court proceedings; protection of constitutional guarantees; resolution of conflict and the maintenance of the feeling of safety and security in the community.

#### GOALS/MAJOR OBJECTIVES:

- Continue operational efforts to work in partnership with the community to preserve life, enforce the law, maintain order, provide quality police services and reduce the fear and incidence of crime and traffic offenses.
- Continue Crime Prevention and Community Police/Problem Solving Initiatives including National Night Out, Crime Watch, Gangs Resistance Education and Training (G.R.E.A.T.) Program, Goldsboro Partners Against Crime (GPAC), the Housing Unit, the Special Enforcement Unit (SEU), Gang Suppression Unit (GSU).
- Continue operational efforts to work in partnership with/as Goldsboro /Wayne County Inter-Agency Drug Task Force to serve the community.
- Continuation of the Emergency Response Team (ERT).
- Continue implementation of and efforts toward CALEA Accreditation.
- Continue training in Community Policing, Diversity and Cultural Sensitivity, De-escalation, and other areas of specialized training as may be identified.
- Continue Recruitment efforts with reorganization and updates to the program to address work force needs and striving to increase our minority demographics in a manner consistent with Equal Opportunity Commission (EOC).
- Expand Crime Analyst Position and data driven capabilities to better utilize all data to identify crime trends and to help develop our response to those trends.
- Invest in advance technology and training to expand our ability to investigate crimes and increase the departments' clearance rate for violent crimes.

#### SIGNIFICANT BUDGET ISSUES:

##### OPERATIONAL:

- Need for COLA adjustment to help employees deal with rising inflation and increased costs of health care, as well as, keeping pace with other Law Enforcement Agency salaries and benefits.
- Salary adjustment(s) to address compression and help retain long-term employees.

##### CAPITAL ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Mike West					
Dept #:		6121	Police Department		~ = Division by Zero						
Division:		6121	~		* = Change < \$500						
		Purple Cell-Finance Input									
							FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request					
1210	Salaries & Wages Regular	\$ 4,951,397.74	\$ 5,318,885.34	\$ 5,318,885.34	\$ 5,261,051.14	\$ 5,707,434.22	7.31%	\$ 5,373,442.99	1.03%	\$ 5,373,442.99	1.03%
1220	Salaries & Wages Overtime	\$ 56,259.27	\$ 46,712.60	\$ 46,712.60	\$ 38,000.00	\$ 50,000.00	7.04%	\$ 50,000.00	7.04%	\$ 50,000.00	7.04%
1224	Cell Phone Stipend	\$ 36,309.50	\$ 40,077.00	\$ 40,077.00	\$ 38,214.00	\$ 41,760.00	4.20%	\$ 41,760.00	4.20%	\$ 41,760.00	4.20%
1260	Salaries & Wages Part-Time	\$ 49,233.40	\$ 14,845.11	\$ 14,845.11	\$ 56,540.00	\$ 14,921.00	0.51%	\$ 14,921.00	0.51%	\$ 14,921.00	0.51%
1271	Separation Pay	\$ 231,536.05	\$ 226,774.00	\$ 226,774.00	\$ 220,905.82	\$ 258,237.23	13.87%	\$ 258,237.23	13.87%	\$ 258,237.23	13.87%
1272	Holiday Pay	\$ 112,537.44	\$ 106,580.25	\$ 106,580.25	\$ 125,000.00	\$ 130,000.00	21.97%	\$ 130,000.00	21.97%	\$ 130,000.00	21.97%
1274	Call Duty Pay	\$ 26,500.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	0.00%	\$ 26,000.00	0.00%	\$ 26,000.00	0.00%
1275	Salaries & Wages Bonus	\$ 45,396.54	\$ -	\$ -	\$ 42,747.14	\$ 49,973.00	~	\$ -	*	\$ -	*
1277	Clothing Allowance	\$ 16,100.00	\$ -	\$ -	\$ 15,750.00	\$ 19,200.00	~	\$ 19,200.00	~	\$ 19,200.00	~
1278	Wellness Earnings	\$ 23,518.52	\$ -	\$ -	\$ 26,842.04	\$ 36,300.00	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 18,682.30	\$ -	\$ -	\$ 36,624.00	\$ 33,513.00	~	\$ 33,513.00	~	\$ 33,513.00	~
1810	Social Security	\$ 422,181.66	\$ 470,419.85	\$ 470,419.85	\$ 450,408.00	\$ 487,101.39	3.55%	\$ 454,951.18	-3.29%	\$ 454,951.18	-3.29%
1820	LEOB-Retirement	\$ 424,466.16	\$ 532,808.71	\$ 532,808.71	\$ 568,184.00	\$ 641,799.57	20.46%	\$ 592,205.36	11.15%	\$ 592,205.36	11.15%
1821	NCLGERS-Retirement	\$ 34,031.45	\$ 34,776.18	\$ 34,776.18	\$ 40,350.00	\$ 48,645.81	39.88%	\$ 49,408.76	42.08%	\$ 49,408.76	42.08%
1822	401-K Retirement	\$ 262,576.15	\$ 290,065.78	\$ 290,065.78	\$ 276,537.00	\$ 313,574.23	8.10%	\$ 292,514.46	0.84%	\$ 292,514.46	0.84%
1830	Hospital Insurance	\$ 629,845.15	\$ 718,680.00	\$ 718,680.00	\$ 607,415.00	\$ 791,340.00	10.11%	\$ 706,320.00	-1.72%	\$ 706,320.00	-1.72%
1835	Group Term Life Insurance Coverage	\$ 4,362.40	\$ -	\$ -	\$ 4,239.00	\$ 4,617.36	~	\$ 4,617.36	~	\$ 4,617.36	~
1850	Unemployment Compensation	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 2,160.00	\$ 2,522.00	-27.94%	\$ 2,522.00	-27.94%	\$ 2,522.00	-27.94%
1860	Worker's Compensation	\$ 317,616.13	\$ 25,186.00	\$ 25,186.00	\$ 75,000.00	\$ 25,939.00	2.99%	\$ 25,939.00	2.99%	\$ 25,939.00	2.99%
	Total Salaries & Benefits	\$ 7,666,049.86	\$ 7,855,310.82	\$ 7,855,310.82	\$ 7,911,967.14	\$ 8,682,877.81	10.54%	\$ 8,075,552.33	2.80%	\$ 8,075,552.33	2.80%
1932	Medical Exams	\$ 6,923.00	\$ 16,218.00	\$ 16,218.00	\$ 12,000.00	\$ 18,718.00	15.41%	\$ 12,000.00	-26.01%	\$ 12,000.00	-26.01%
1991	Consultant Fees	\$ 7,330.15	\$ -	\$ -	\$ 17,640.00	\$ 15,000.00	~	\$ 15,000.00	~	\$ 15,000.00	~
2111	Cleaning Supplies	\$ 108.60	\$ 3,032.00	\$ 3,032.00	\$ 1,300.00	\$ 3,662.00	20.78%	\$ 3,032.00	0.00%	\$ 3,032.00	0.00%
2121	Uniforms	\$ 56,961.79	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 217,756.00	211.08%	\$ 141,000.00	101.43%	\$ 141,000.00	101.43%
2122	Clothing Allowance	\$ -	\$ 16,800.00	\$ 16,800.00	\$ -	\$ -	*	\$ -	*	\$ -	*
2123	Protective Clothing	\$ 38,014.22	\$ 35,948.00	\$ 35,948.00	\$ 50,900.00	\$ 49,861.00	38.70%	\$ 35,948.00	0.00%	\$ 35,948.00	0.00%
2125	Shoes-Uniform	\$ 8,126.45	\$ 14,400.00	\$ 14,400.00	\$ 14,000.00	\$ 14,400.00	0.00%	\$ 14,400.00	0.00%	\$ 14,400.00	0.00%
2203	Employee Appreciation	\$ 1,866.00	\$ 1,952.00	\$ 1,952.00	\$ 1,759.00	\$ 1,936.00	-0.82%	\$ 1,808.00	-7.38%	\$ 1,808.00	-7.38%
2321	Police Library	\$ 1,026.80	\$ 5,824.00	\$ 5,824.00	\$ 1,100.00	\$ 5,924.00	1.72%	\$ 2,000.00	-65.66%	\$ 2,000.00	-65.66%
2323	Other Training	\$ 32,639.85	\$ 33,552.00	\$ 33,552.00	\$ 39,321.00	\$ 106,671.00	217.93%	\$ 23,486.00	-30.00%	\$ 23,486.00	-30.00%
2501	Vehicle Operation/Maintenance	\$ 187,624.21	\$ 150,000.00	\$ 150,000.00	\$ 190,000.00	\$ 200,000.00	33.33%	\$ 112,500.00	-25.00%	\$ 112,500.00	-25.00%
2502	Vehicle Fuel	\$ 176,491.60	\$ 160,000.00	\$ 160,000.00	\$ 180,000.00	\$ 190,000.00	18.75%	\$ 120,000.00	-25.00%	\$ 120,000.00	-25.00%
2601	Office Supplies	\$ 11,026.89	\$ 13,297.00	\$ 13,297.00	\$ 13,000.00	\$ 17,600.00	32.36%	\$ 9,675.00	-27.24%	\$ 9,675.00	-27.24%
2916	Explorer Post 209	\$ 3,199.83	\$ 4,380.00	\$ 4,380.00	\$ 4,300.00	\$ 4,900.00	11.87%	\$ 4,900.00	11.87%	\$ 4,900.00	11.87%
2918	Emergency Response Team	\$ 13,752.12	\$ 20,008.00	\$ 31,308.08	\$ 31,000.00	\$ 43,600.00	117.91%	\$ 20,008.00	0.00%	\$ 20,008.00	0.00%
2984	Vending Machine Supplies	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,500.00	~	\$ 1,500.00	~	\$ 1,500.00	~
2986	Tasers	\$ 7,675.00	\$ 8,913.00	\$ 8,913.00	\$ 8,900.00	\$ 15,300.00	71.66%	\$ 15,300.00	71.66%	\$ 15,300.00	71.66%
2987	Vehicle Equipment	\$ 97,115.93	\$ 149,813.00	\$ 168,453.08	\$ 168,000.00	\$ 226,434.00	51.14%	\$ 88,203.00	-41.12%	\$ 88,203.00	-41.12%
2993	Operational Supplies	\$ 118,808.78	\$ 160,881.00	\$ 160,881.00	\$ 150,000.00	\$ 189,000.00	17.48%	\$ 120,661.00	-25.00%	\$ 120,661.00	-25.00%
2997	Water Meters & Boxes	\$ 190.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3121	Travel	\$ 28,649.36	\$ 32,232.00	\$ 32,232.00	\$ 37,392.00	\$ 63,778.00	97.87%	\$ 22,563.00	-30.00%	\$ 22,563.00	-30.00%
3130	Events Costs	\$ 14,402.48	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 25,300.00	68.67%	\$ 10,000.00	-33.33%	\$ 10,000.00	-33.33%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Mike West					
Dept #:		6121	Police Department		~ = Division by Zero						
Division:		6121	~		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
3210	Telephone	\$ 1,576.43	\$ 1,080.00	\$ 1,080.00	\$ 1,800.00	\$ 1,800.00	66.67%	\$ 1,800.00	66.67%	\$ 1,800.00	66.67%
3250	Postage	\$ 1,184.11	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,200.00	-20.00%	\$ 1,200.00	-20.00%	\$ 1,200.00	-20.00%
3310	Electricity	\$ 49,646.12	\$ 50,000.00	\$ 50,000.00	\$ 57,600.00	\$ 75,000.00	50.00%	\$ 37,500.00	-25.00%	\$ 37,500.00	-25.00%
3330	Natural Gas	\$ 10,214.69	\$ 10,000.00	\$ 10,000.00	\$ 9,500.00	\$ 15,000.00	50.00%	\$ 7,500.00	-25.00%	\$ 7,500.00	-25.00%
3410	Printing	\$ 1,223.50	\$ 2,624.00	\$ 2,624.00	\$ 2,500.00	\$ 3,000.00	14.33%	\$ 2,344.00	-10.67%	\$ 2,344.00	-10.67%
3421	Copy Machine Cost	\$ 5,925.98	\$ 4,940.00	\$ 4,940.00	\$ 18,000.00	\$ 20,500.00	314.98%	\$ 20,500.00	314.98%	\$ 20,500.00	314.98%
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 11,405.00	\$ -	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 13,847.02	\$ 15,000.00	\$ 15,000.00	\$ 55,000.00	\$ 40,000.00	166.67%	\$ 36,250.00	141.67%	\$ 36,250.00	141.67%
3521	Office Machine Maintenance	\$ 39,120.08	\$ 42,033.00	\$ 42,033.00	\$ 65,000.00	\$ 106,900.00	154.32%	\$ 100,000.00	137.91%	\$ 100,000.00	137.91%
3522	Machine/Equipment Maintenance	\$ 438.40	\$ 750.00	\$ 750.00	\$ 600.00	\$ 750.00	0.00%	\$ 750.00	0.00%	\$ 750.00	0.00%
3525	Police Car Camera Maintenance	\$ 539.99	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	100.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3591	Radio Maintenance	\$ 7,871.15	\$ 13,628.00	\$ 13,628.00	\$ 8,400.00	\$ 13,600.00	-0.21%	\$ 13,600.00	-0.21%	\$ 13,600.00	-0.21%
3592	Maintenance Materials	\$ 104.97			\$ -	\$ -	*	\$ -	*	\$ -	*
3705	Police ShotSpotter Fees	\$ 195,000.00	\$ 195,000.00	\$ 195,000.00	\$ 195,000.00	\$ 204,750.00	5.00%	\$ 204,750.00	5.00%	\$ 204,750.00	5.00%
3914	Contract Services	\$ 45,365.18			\$ -	\$ 8,640.00	~	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 1,007.43	\$ 4,400.00	\$ 4,400.00	\$ -	\$ 10,000.00	127.27%	\$ 5,000.00	13.64%	\$ 5,000.00	13.64%
3952	BLET/Non-Certified Employee Prog	\$ 19,974.84	\$ 20,000.00	\$ 20,000.00	\$ 13,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3953	Gangs Resist Education	\$ 7,201.88	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
3984	Drug Forfeiture-State	\$ 5,476.30			\$ -	\$ -	*	\$ -	*	\$ -	*
3987	Drug Forfeiture-Federal	\$ 2,975.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3995	Current Operations	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 40,000.00	60.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
4391	Equipment Rent	\$ 19,669.88	\$ 15,664.00	\$ 15,664.00	\$ 15,000.00	\$ 19,716.00	25.87%	\$ 15,664.00	0.00%	\$ 15,664.00	0.00%
4402	Heating & Air Conditioner Contract	\$ 13,932.00	\$ 14,312.00	\$ 14,312.00	\$ 10,000.00	\$ 14,200.00	-0.78%	\$ 14,200.00	-0.78%	\$ 14,200.00	-0.78%
4511	Multi-Peril Insurance	\$ 51,970.00	\$ 54,569.00	\$ 54,569.00	\$ 57,138.00	\$ 61,852.00	13.35%	\$ 61,852.00	13.35%	\$ 61,852.00	13.35%
4521	Auto Liability	\$ 18,058.00	\$ 18,961.00	\$ 18,961.00	\$ 17,484.00	\$ 18,358.00	-3.18%	\$ 18,358.00	-3.18%	\$ 18,358.00	-3.18%
4541	Employee Personal Liability	\$ 547.00	\$ 547.00	\$ 547.00	\$ 547.00	\$ 547.00	0.00%	\$ 547.00	0.00%	\$ 547.00	0.00%
4543	Insurance Deductible Claims	\$ 11,860.28			\$ -	\$ -	*	\$ -	*	\$ -	*
4911	Subscriptions	\$ -	\$ 219.00	\$ 219.00	\$ 220.00	\$ 220.00	*	\$ 220.00	*	\$ 220.00	*
4912	Fees & Dues	\$ 54,251.15	\$ 18,094.00	\$ 18,094.00	\$ 16,704.00	\$ 16,539.00	-8.59%	\$ 16,539.00	-8.59%	\$ 16,539.00	-8.59%
4990	Equipment Expense	\$ 20,616.25	\$ 217,825.00	\$ 217,825.00	\$ 116,000.00	\$ 48,900.00	-77.55%	\$ 27,900.00	-87.19%	\$ 27,900.00	-87.19%
9561	Office Supplies	\$ 452.52	\$ 460.00	\$ 460.00	\$ 460.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
9994	N.C. Governor's Crime Grant	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 1,436,983.21	\$ 1,645,856.00	\$ 1,675,796.16	\$ 1,710,970.00	\$ 2,163,312.00	31.44%	\$ 1,412,958.00	-14.15%	\$ 1,412,958.00	-14.15%
5157	Software Expense	\$ 38,376.37	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	*	\$ -	*	\$ -	*
5179	Police Canine	\$ -	\$ -	\$ -	\$ -	\$ 11,315.00	~	\$ -	*	\$ -	*
5401	Administrative Car	\$ 169,728.90	\$ 45,110.00	\$ 45,110.00	\$ 46,114.00	\$ 153,816.00	240.98%	\$ 43,130.00	-4.39%	\$ 43,130.00	-4.39%
5404	Line Cars	\$ 97,512.16	\$ 180,440.00	\$ 180,440.00	\$ 194,903.00	\$ 337,910.00	87.27%	\$ -	*	\$ -	*
5462	Sports Utility Vehicle		\$ 27,870.00	\$ 27,870.00	\$ 27,870.00	\$ -	*	\$ -	*	\$ -	*
5515	Polygraph Machine	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	~	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ 7,279.00	\$ 7,279.00	\$ 6,820.00	\$ 137,700.00	1791.74%	\$ 6,500.00	-10.70%	\$ 6,500.00	-10.70%
5544	Refrigerator	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	~	\$ 10,000.00	~	\$ 10,000.00	~
5899	Police/Fire Expansion Construction	\$ -	\$ -	\$ 48,565.48	\$ 49,600.00	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Mike West					
Dept #:		6121 Police Department		~ = Division by Zero							
Division:		6121 ~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
5904	Furniture	\$ -	\$ -	\$ -	\$ -	\$ 56,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 305,617.43	\$ 265,699.00	\$ 314,264.48	\$ 330,307.00	\$ 712,741.00	168.25%	\$ 59,630.00	-77.56%	\$ 59,630.00	-77.56%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Police Department-~ Budget	\$ 9,408,650.50	\$ 9,766,865.82	\$ 9,845,371.46	\$ 9,953,244.14	\$ 11,558,930.81	18.35%	\$ 9,548,140.33	-2.24%	\$ 9,548,140.33	-2.24%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Dept. Head-Mike West							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		Salary for 121 Positions (109 sworn, 12 non-sworn)	\$ 5,261,051.14	\$ 5,707,434.22	\$ 5,373,442.99	\$ 5,373,442.99
1220	Salaries & Wages Overtime		Overtime for call back pay for officers; Federal Marshalls OT does reimburse a portion of the OT ~\$11K	\$ 38,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
1224	Cell Phone Stipend		38 employees X \$720 annual = \$27,360 (CEL) 30 employees X \$480 annual = \$14,400 (CLS)	\$ 38,214.00	\$ 41,760.00	\$ 41,760.00	\$ 41,760.00
1260	Salaries & Wages Part-Time		Custodian (50 hours per week) - \$14,921.00 Major (4 weeks budgeted for FY 20-21 - \$3,636.00	\$ 56,540.00	\$ 14,921.00	\$ 14,921.00	\$ 14,921.00
1271	Separation Pay		Separation pay for 18 current & 4 new	\$ 220,905.82	\$ 258,237.23	\$ 258,237.23	\$ 258,237.23
1272	Holiday Pay		(13) Holidays x \$10,000 per Holiday	\$ 125,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00
1274	Call Duty Pay		Investigations (\$250.00 BW x 4 = \$1,000 BW x 26 PR)	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
1275	Salaries & Wages Bonus		121 employees x \$413.00	\$ 42,747.14	\$ 49,973.00	\$ -	\$ -
1277	Clothing Allowance		24 officers @ \$800.00 annually (increase from \$700 to \$800)	\$ 15,750.00	\$ 19,200.00	\$ 19,200.00	\$ 19,200.00
1278	Wellness Earnings		121 employees x \$300 annually	\$ 26,842.04	\$ 36,300.00	\$ -	\$ -
1280	Vacation Pay Out		Estimated VPO for possible retirements	\$ 36,624.00	\$ 33,513.00	\$ 33,513.00	\$ 33,513.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 450,408.00	\$ 487,101.39	\$ 454,951.18	\$ 454,951.18
1820	LEOB-Retirement		Sum of accounts 1210 - 1290 X 10.84% (Leo)	\$ 568,184.00	\$ 641,799.57	\$ 592,205.36	\$ 592,205.36
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo)	\$ 40,350.00	\$ 48,645.81	\$ 49,408.76	\$ 49,408.76
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 276,537.00	\$ 313,574.23	\$ 292,514.46	\$ 292,514.46
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 607,415.00	\$ 791,340.00	\$ 706,320.00	\$ 706,320.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 4,239.00	\$ 4,617.36	\$ 4,617.36	\$ 4,617.36
1850	Unemployment Compensation		Provided by Finance	\$ 2,160.00	\$ 2,522.00	\$ 2,522.00	\$ 2,522.00
1860	Worker's Compensation		Provided by Finance	\$ 75,000.00	\$ 25,939.00	\$ 25,939.00	\$ 25,939.00
Total Salaries & Benefits				\$ 7,911,967.14	\$ 8,682,877.81	\$ 8,075,552.33	\$ 8,075,552.33
1932	Medical Exams		Medical tests, physicals, for new hires, Hepatitis B	\$ 12,000.00	\$ 18,718.00	\$ 12,000.00	\$ 12,000.00
1991	Consultant Fees	Y	Major Assessment for Retirement of Major Position	\$ 17,640.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
2111	Cleaning Supplies		Trash bags, mops, brooms, disinfectants, etc.	\$ 1,300.00	\$ 3,662.00	\$ 3,032.00	\$ 3,032.00
2121	Uniforms		Uniforms for Patrol, Community Police Services, Bicycle Patrol, Honor Guard, K-9, Equip. Maint. Coordinator, Senior Maintenance Worker, and PT Custodian.  Included is a new ANSI 207 Public Safety Requirement to purchase new rain coats and traffic vests for all personnel at a cost of \$37,665. Some increase in other uniform cost as well. (All uniform items have been moved to 2121, previously some were in 2993).	\$ 70,000.00	\$ 217,756.00	\$ 141,000.00	\$ 141,000.00
2122	Clothing Allowance		Changed to 1277	\$ -	\$ -	\$ -	\$ -



JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested Green Cell - Department Input				
Fund: 11-General Fund		Dept. Head-Mike West					
Dept #: Police Department - 6121							
Division: ~ - 6121							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2123	Protective Clothing		Body armor for (18) new hires, replacements for (25) officers, bite gloves for Animal Control (BVP program - need to move to BVP P3103)	\$ 50,900.00	\$ 49,861.00	\$ 35,948.00	\$ 35,948.00
2125	Shoes-Uniform		Shoes for sworn personnel, plainclothes, Honor Guard, ERT Unit, SEU Unit, Bicycle Patrol Unit, Police Equip. Maint. Worker, Senior Maint. Worker, and Animal Control Officer.	\$ 14,000.00	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00
2203	Employee Appreciation		121 employees x \$16.00	\$ 1,759.00	\$ 1,936.00	\$ 1,808.00	\$ 1,808.00
2321	Police Library		Purchase of Annual Mandatory In-Service Training CD's, General Statute Updates, BLET Revisions/Updates	\$ 1,100.00	\$ 5,924.00	\$ 2,000.00	\$ 2,000.00
2323	Other Training	Y	See Schedule - Needs to be prioritized - Karl Rabun - cfg 4/29/2020 1:20 PM	\$ 39,321.00	\$ 106,671.00	\$ 23,486.00	\$ 23,486.00
2501	Vehicle Operation/Maintenance		Operation and maintenance of fleet of 107 vehicles.	\$ 190,000.00	\$ 200,000.00	\$ 112,500.00	\$ 112,500.00
2502	Vehicle Fuel		Fuel for vehicle fleet.	\$ 180,000.00	\$ 190,000.00	\$ 120,000.00	\$ 120,000.00
2601	Office Supplies		Office/computer supplies, misc. office supplies. bankers boxes.	\$ 13,000.00	\$ 17,600.00	\$ 9,675.00	\$ 9,675.00
2916	Explorer Post 209		Vehicle rentals for out of area events, recruitment events and supplies, uniforms and misc. supplies. New requests include a charging bank for portable radios for \$600 and a custom pop-up canopy tent for \$750.00.	\$ 4,300.00	\$ 4,900.00	\$ 4,900.00	\$ 4,900.00
2918	Emergency Response Team		Funding for training, equipment, and operational needs of the ERT to continue activation of the Emergency Response Team. (Chief wants to get this up to total of 12, have 8 now. Cfg 4/29/2020 1:25 PM)	\$ 31,000.00	\$ 43,600.00	\$ 20,008.00	\$ 20,008.00
2984	Vending Machine Supplies		Purchase supplies for vending machines. \$125 pm x 12	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2986	Tasers		Year (3) of 5 year contract - \$8,913, Taser Supplies - \$6,375	\$ 8,900.00	\$ 15,300.00	\$ 15,300.00	\$ 15,300.00
2987	Vehicle Equipment		Equipment for (2) 2021 Dodge Charger Admin - \$13,540 Equipment for (10) 2021 Tahoe Line Cars - \$178,130 Equipment for (2) 2020 Dodge Durango Admin - \$25,054 Equipment for (1) 2021 Dodge R/T Vice - \$9,710	\$ 168,000.00	\$ 226,434.00	\$ 88,203.00	\$ 88,203.00
2993	Operational Supplies		Supply costs for CSU, Animal Control, ammo, Equifax, K-9 supplies, bicycle patrol, recruiting, officer awards, retirement ceremonies, and other operational supplies. New requests - RFID tags for CSU - \$11,500 & MDT/Printers for CPS - \$2,900	\$ 150,000.00	\$ 189,000.00	\$ 120,661.00	\$ 120,661.00
2997	Water Meters & Boxes		N/A	\$ -	\$ -	\$ -	\$ -
3121	Travel	Y	See Schedule	\$ 37,392.00	\$ 63,778.00	\$ 22,563.00	\$ 22,563.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Dept. Head-Mike West</b>		<b>Blue Font - Detail Schedule Requested</b>	
<b>Fund:</b>		<b>11-General Fund</b>				<b>Green Cell - Department Input</b>	
<b>Dept #:</b>		<b>Police Department - 6121</b>					
<b>Division:</b>		<b>~ - 6121</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3130	Events Costs		Special Events - \$6,350; National Night Out - \$3,000 Police Activities League - \$6,100; Recruiting - \$4,400 GPAC - \$5,450	\$ 15,000.00	\$ 25,300.00	\$ 10,000.00	\$ 10,000.00
3210	Telephone		Spectrum Monthly Service - \$150.00 x 12 = \$1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
3250	Postage		\$100.00 per month x 12 months = \$1,200.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3310	Electricity		\$6,250.00 pm x 12 months = \$75,000.00 (Increase due to new building/new on-demand system)	\$ 57,600.00	\$ 75,000.00	\$ 37,500.00	\$ 37,500.00
3330	Natural Gas		\$1,250 pm x 12 months = \$15,000.00 (Increase due to new building/new on-demand system)	\$ 9,500.00	\$ 15,000.00	\$ 7,500.00	\$ 7,500.00
3410	Printing		Receipt books, fingerprint cards, misc. forms/brochures, business cards for Investigations	\$ 2,500.00	\$ 3,000.00	\$ 2,344.00	\$ 2,344.00
3421	Copy Machine Cost		Lease and maintenance on 3 current copiers (I.T.) - \$14,500 Includes request for new copier lease - \$2,500 Copy paper cost - \$3,500	\$ 18,000.00	\$ 20,500.00	\$ 20,500.00	\$ 20,500.00
3510	Repairs (Insurance Claims)		N/A	\$ 11,405.00	\$ -	\$ -	\$ -
3511	Building Maintenance		Pest Control, Carpet Cleaning, Fire Alarm Monitoring, Ceiling tiles in locker rooms, LED bulbs, Misc. Repairs to Public Safety Complex	\$ 55,000.00	\$ 40,000.00	\$ 36,250.00	\$ 36,250.00
3521	Office Machine Maintenance		Annual service maintenace for systems and equipment for all PD divisions. (Some items moved from I.T. to PD). Need more detailed list from Chief. Cfg 4/29/2020 1:35 PM	\$ 65,000.00	\$ 106,900.00	\$ 100,000.00	\$ 100,000.00
3522	Machine/Equipment Maintenance		Repairs of machines/equipment not covered by contracts.	\$ 600.00	\$ 750.00	\$ 750.00	\$ 750.00
3525	Police Car Camera Maintenance		Police in-car camera maintenance and repairs. All Digital Ally cameras are out of warranty. All GETAC cameras are in warranty.	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
3591	Radio Maintenance		Portable radio repairs, parts, radar certifications, and LIDAR certifications.	\$ 8,400.00	\$ 13,600.00	\$ 13,600.00	\$ 13,600.00
3592	Maintenance Materials		N/A	\$ -	\$ -	\$ -	\$ -
3705	Police ShotSpotter Fees		Annual Contract - 5% increase	\$ 195,000.00	\$ 204,750.00	\$ 204,750.00	\$ 204,750.00
3914	Contract Services	Y	REACT Team Call-Back Pay - County Portion	\$ -	\$ 8,640.00	\$ -	\$ -
3950	Education Reimbursement		Reimbursement for (4) officers x \$2,500 each	\$ -	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
3952	BLET/Non-Certified Employee Prog		Basic Law Enforcement Training for 4 x \$5,000 per trainee	\$ 13,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3953	Gangs Resist Education		Shirts, awards, motivational teaching aids for curriculum and summer camps.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
3984	Drug Forfeiture-State						
3987	Drug Forfeiture-Federal						

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Dept. Head-Mike West							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3995	Current Operations		Operations of the VICE Unit for patrol and drug enforcement.	\$ 25,000.00	\$ 40,000.00	\$ 25,000.00	\$ 25,000.00
4391	Equipment Rent		MDT rent and DCI access paid to SBI	\$ 15,000.00	\$ 19,716.00	\$ 15,664.00	\$ 15,664.00
4402	Heating & Air Conditioner Contract		Service contract with Hilco, HVAC DDC contract with Siemens, HVAC contract with Southeastern Laboratories. (May change to Piedmont with new building).	\$ 10,000.00	\$ 14,200.00	\$ 14,200.00	\$ 14,200.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 57,138.00	\$ 61,852.00	\$ 61,852.00	\$ 61,852.00
4521	Auto Liability		Provided by Finance	\$ 17,484.00	\$ 18,358.00	\$ 18,358.00	\$ 18,358.00
4541	Employee Personal Liability		Provided by Finance	\$ 547.00	\$ 547.00	\$ 547.00	\$ 547.00
4543	Insurance Deductible Claims		N/A	\$ -	\$ -	\$ -	\$ -
4911	Subscriptions	Y	See Schedule	\$ 220.00	\$ 220.00	\$ 220.00	\$ 220.00
4912	Fees & Dues	Y	See Schedule	\$ 16,704.00	\$ 16,539.00	\$ 16,539.00	\$ 16,539.00
4990	Equipment Expense		Portable Radios for VICE (2 x \$3,800) - \$7,600.00 Hard tonneau cover for Ford F150 for VICE - \$1,000.00 (10) Portable Radios - Replacement Program - \$33,500.00 Lookout Portable Alarm System - Invvestigations - \$3,400 Accoustical Wall Panels Interview Room Invest. - \$3,400	\$ 116,000.00	\$ 48,900.00	\$ 27,900.00	\$ 27,900.00
9561	Office Supplies		Inventory Office Supplies - calendars, envelopes, etc.	\$ 460.00	\$ 500.00	\$ 500.00	\$ 500.00
9994	N.C. Governor's Crime Grant			\$ -	\$ -	\$ -	\$ -
Total Operating Expenditures				\$ 1,710,970.00	\$ 2,163,312.00	\$ 1,412,958.00	\$ 1,412,958.00
5157	Software Expense			\$ 5,000.00	\$ -	\$ -	\$ -
5179	Police Canine		Dual-Purpose K-9 to replace retiring K-9. Eligible to pay out of Federal Drug Forfeiture per Chief West. Cfg 4/29/2020 1:39 PM	\$ -	\$ 11,315.00	\$ -	\$ -
5401	Administrative Car		(2) 2021 Dodge Chargers, (2) 2020 Dodge Durangos, (1) 2020 Jeep Compass, (1) 2021 Dodge R/T	\$ 46,114.00	\$ 153,816.00	\$ 43,130.00	\$ 43,130.00
5404	Line Cars		(10) 2021 Chevrolet Tahoes - Replacements	\$ 194,903.00	\$ 337,910.00	\$ -	\$ -
5462	Sports Utility Vehicle			\$ 27,870.00	\$ -	\$ -	\$ -
5515	Polygraph Machine		Replace outdated equipment	\$ -	\$ 6,000.00	\$ -	\$ -
5527	Miscellaneous Equipment		(2) Drones for UAV Program - \$38,400.00 (5) Tsunami Cameras - \$32,500.00 (4) MRAP Tires - \$25,900.00 Latent Expert Workstation - Crime Scene Unit - \$40,900.00	\$ 6,820.00	\$ 137,700.00	\$ 6,500.00	\$ 6,500.00
5544	Refrigerator		Victory Refrigerator/Freezer for Crime Scene Unit	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
5899	Police/Fire Expansion Construction			\$ 49,600.00	\$ -	\$ -	\$ -
5904	Furniture		Replace current office furniture; Will be funded from G1106 - Cap Project Fund Police/Fire Renovation	\$ -	\$ 56,000.00	\$ -	\$ -
Total Capital Outlay				\$ 330,307.00	\$ 712,741.00	\$ 59,630.00	\$ 59,630.00

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <span style="float: right;"><b>Blue Font - Detail Schedule Requested</b></span>							
<b>Fund:</b>		<b>11-General Fund</b>		<b>Dept. Head-Mike West</b>			
<b>Dept #:</b>		<b>Police Department - 6121</b>		<b>Green Cell - Department Input</b>			
<b>Division:</b>		<b>~ - 6121</b>					
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	
Total Debt Service			\$ -	\$ -	\$ -	\$ -	
Total Police Department~ Budget			\$ 9,953,244.14	\$ 11,558,930.81	\$ 9,548,140.33	\$ 9,548,140.33	

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

Current Asset Information									Replacement Asset Information							
Maintenance Cost History																
Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
5179	N/A	Dual Purpose K-9 "Elvis"	\$ 8,500.00		\$ 1.00				N	2	Dual Purpose K-9	Retirement	\$ 11,315.00	\$ -	\$ -	N
5401	A1054-11	2006 Ford Taurus	\$ 12,749.34	107,685	\$ 1,000.00	\$ 1,923.26	\$ 1,451.26	\$ 252.00	N	9	2021 Dodge Charger	End of Service Life	\$ 23,597.00	\$ 23,597.00	\$ 23,597.00	Y
5401	A903-13	2001 Chevy Malibu	\$ 13,771.68	84,000	\$ 800.00	\$ 862.58	\$ 467.94	\$ 12.53	N	10	2021 Dodge Charger	End of Service Life	\$ 23,597.00	\$ -	\$ -	Y
5401	B1180	2007 Chevy Tahoe	\$ -	183,000	\$ 4,800.00	\$ 2,998.30	\$ 2,813.15	\$ 1,207.85	N	11	2020 Dodge Durango	End of Service Life	\$ 30,159.00	\$ -	\$ -	Y
5401	B1284	2005 Ford Explorer	\$ -	153,000	\$ 1,750.00	\$ 2,024.53	\$ 3,921.07	\$ 2,080.02	N	12	2020 Dodge Durango	End of Service Life	\$ 30,159.00	\$ -	\$ -	Y
5401	A898-10	2001 Chevy Malibu	\$ 13,771.68	65,000	\$ 800.00	\$ 177.10	\$ 202.87	\$ 139.70	N	13	2020 Jeep Compass	End of Service Life	\$ 19,533.00	\$ 19,533.00	\$ 19,533.00	Y
5401	B1077	2007 Ford Expedition	\$ 23,110.42	123,331	\$ 4,500.00	\$ 1,503.80	\$ 2,403.68	\$ 1,680.61	N	14	2021 Dodge R/T	End of Service Life	\$ 26,771.00	\$ -	\$ -	Y
5404	A1160-34	2010 Dodge Charger	\$ 22,141.36	196,000	\$ 2,500.00	\$ 4,440.69	\$ 6,160.80	\$ 3,679.75	N	3	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1099-84	2008 Dodge Charger	\$ 21,313.79	151,000	\$ 1,200.00	\$ 4,309.64	\$ 7,892.66	\$ 5,892.97	N	4	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1101-83	2008 Dodge Charger	\$ 21,313.79	145,000	\$ 1,200.00	\$ 7,378.74	\$ 6,279.04	\$ 5,676.27	N	5	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1116-64	2009 Dodge Charger	\$ 21,641.33	141,000	\$ 1,500.00	\$ 3,669.53	\$ 6,299.74	\$ 5,791.55	N	6	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1100-82	2008 Dodge Charger	\$ 21,313.79	140,000	\$ 1,200.00	\$ 6,741.27	\$ 7,355.29	\$ 4,713.25	N	7	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1117-88	2009 Dodge Charger	\$ 21,641.33	120,000	\$ 1,500.00	\$ 2,811.47	\$ 5,004.55	\$ 3,543.21	N	8	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1260-73	2014 Chevy Caprice	\$ 27,455.10	120,000	\$ 4,000.00	\$ 7,485.57	\$ 4,592.01	\$ 1,415.81	N	14	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1210-54	2013 Chevy Caprice	\$ 27,180.93	125,000	\$ 3,500.00	\$ 7,984.59	\$ 4,343.66	\$ 2,429.88	N	16	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1220-59	2013 Chevy Caprice	\$ 27,180.93	139,000	\$ 3,500.00	\$ 6,217.72	\$ 5,129.97	\$ 3,571.77	N	17	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5404	A1208-55	2013 Chevy Caprice	\$ 27,180.93	125,000	\$ 3,500.00	\$ 2,736.82	\$ 4,389.71	\$ 2,583.89	N	18	2021 Chevy Tahoe	End of Service Life	\$ 33,791.00	\$ -	\$ -	Y
5515	N/A	Polygraph Machine	\$ 5,885.00	16 yrs old	N/A				N	26	Polygraph Machine (training of \$11,710 would also be needed - included in 2323/3121)	Replace outdated equipment	\$ 6,000.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	19	Latent Expert Workstation, Digital Camera	Improve the ability to capture, process, and manage evidence images.	\$ 40,900.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	20	Drone	New Req. - UAV Program (Can't use a city drone for polic activities per Chief. Cfg 4/29/2020 1:52 PM)	\$ 19,200.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	21	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	22	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	23	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	24	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A	N/A				N	25	Tsumani Camera - 1 Year Lease	To increase the capability of video surveillance	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	N
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	27	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	\$ -	N
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	28	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	\$ -	N
5527	N/A	MRAP Tire	UNKNOWN	N/A	N/A				N	29	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	\$ -	N
5527	N/A	MRAP Tire	UNKNOWN	N/A					N	30	MRAP Tire	Exceeded Useful Life	\$ 6,475.00	\$ -	\$ -	N
5527	N/A	Addition	N/A	N/A					N	31	Drone	New Req. - UAV Program	\$ 19,200.00	\$ -	\$ -	N
5544	N/A	Residential Standard Kenmore	\$ 1,000.00	7 yrs old					N	18	Refrigerator/Freezer	Update to comply w/IAPE standards	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	N
5904	N/A	Office Furniture replacement	UNKNOWN	N/A					N	1	Office Furniture	Current furniture is outdated and in some cases unserviceable	\$ 56,000.00	\$ -	\$ -	N
Total Capital Outlay Request			\$ 317,151.40		\$ 37,251.00	\$ 63,265.61	\$ 68,707.40	\$ 44,671.06					\$ 712,741.00	\$ 59,630.00	\$ 59,630.00	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 11-General Fund</b>				<b>Dept. Head-Mike West</b>			
<b>Dept #: Police Department - 6121</b>							
<b>Division: ~ - 6121</b>							
<b>Account: 1991 Consultant Fees</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Assessment for Retirement Major Position - Dev. Assoc.	\$ 17,640.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 17,640.00</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	

**SUPPORTING SCHEDULE**

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

**Fiscal Year FY20-21**  
**Dept. Head-Mike West**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	One Solution Conference - Support Services - 3 people	\$ -	\$ 1,497.00	\$ 1,497.00	\$ 1,497.00	
2	NC Internal Affairs Conference - Registration for IA Sgt	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	
3	CALEA Conference (2 emp) - Chief	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00	
4	Power DMS Entrust Conferenc Registration ( 1 emp - CALEA)	\$ 790.00	\$ 900.00	\$ 900.00	\$ 900.00	
5	NC Homicide Invest. Assn Conf. (3 emp x \$185.00)	\$ -	\$ 555.00	\$ 555.00	\$ 555.00	
6	Children's Advocacy Conference (1 registration - Invest.)	\$ -	\$ 25.00	\$ 25.00	\$ 25.00	
7	NC Juvenile Officers Assn. (1 registration - Invest)	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	
8	Polygraph Examiners Training (1 Invest. - tuition, reg.)	\$ -	\$ 6,100.00	\$ 6,100.00	\$ 6,100.00	
9	Police Management Development (1 Officer)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
10	AOMP (Tuition for 2 positions)	\$ -	\$ 12,206.00	\$ 12,206.00	\$ 12,206.00	
11	Criminal Justice Instructor's Training (2 pp/10 days)	\$ 556.00	\$ 556.00	\$ 556.00	\$ 556.00	
12	Emergency Response Training	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
13	FBI Hostage Negotiator Training (1 pp - 5 nts)	\$ 1,530.00	\$ 1,530.00	\$ 1,530.00	\$ 1,530.00	
14	Law Enforcement Management Institute (5 officers/27 days)	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00	\$ 2,160.00	
15	Crime Analysis Advanced Technology	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
16	Remington Amorer's School (3 pp - 2 days)	\$ -	\$ 1,713.00	\$ 1,713.00	\$ 1,713.00	
17	Bushmaster Armorers Course (3 pp - 2 days)	\$ -	\$ 1,713.00	\$ 1,713.00	\$ 1,713.00	
18	Police Law Institute (12 officers - 10 days)	\$ 2,000.00	\$ 4,536.00	\$ 4,536.00	\$ 4,536.00	
19	FTO Instructor/Advanced Training (8 officers - 5 days)	\$ 640.00	\$ 640.00	\$ 640.00	\$ 640.00	
20	Crowd Control/Cold Case/Drug Enforce/DOJ Workshops	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
21	FBI Academy (1 officer)	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
22	Specialized Firearms Instructor Training (3 pp - 10 days)	\$ 1,530.00	\$ 1,530.00	\$ 1,530.00	\$ 1,530.00	
23	Glock Instructor Workshop (2 pp - 5 days)	\$ -	\$ 2,210.00	\$ 2,210.00	\$ 2,210.00	
24	Promotional Assessments (1 assessment @ \$950 x 5)	\$ -	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	
25	Glock Adv. Armorers Course (3 officers)	\$ -	\$ 2,027.00	\$ 2,027.00	\$ 2,027.00	
26	Misc. Training - Administration/Training Office		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
27	NCNEOA (NARC Conference (4 people)	\$ 3,079.00	\$ 3,079.00	\$ 3,079.00	\$ 3,079.00	
28	OCEDTF US Attorney's Conference (4 people)	\$ -	\$ 2,478.00	\$ 2,478.00	\$ 2,478.00	
29	CJIN/DCI Mobile Data Terminal Certifications - New Officers	\$ 416.00	\$ 416.00	\$ 416.00	\$ 416.00	
30	Advanced Roadside Impairment (4 pp x 2 days x 16)	\$ 128.00	\$ 128.00	\$ 128.00	\$ 128.00	
31	Grade Crossing Collision Investigation (12 officers x 3 days)	\$ -	\$ 360.00	\$ 360.00	\$ 360.00	

**SUPPORTING SCHEDULE**

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

**Fiscal Year FY20-21**  
**Dept. Head-Mike West**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
32	Preliminary Criminal Investigations (4 pp - 3 days)	\$ 320.00	\$ 320.00	\$ 320.00	\$ 320.00	
33	Death & Crime Scene Management - 1st responders (2 pp)	\$ 32.00	\$ 32.00	\$ 32.00	\$ 32.00	
34	DWI Detection Testing (14 Officers - 4 days)	\$ 930.00	\$ 896.00	\$ 896.00	\$ 896.00	
35	First Line Supervision (15 officers x 5 days x \$16)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
36	Managing Encounters w/the mentally ill (5 officers x 3 days)	\$ -	\$ 240.00	\$ 240.00	\$ 240.00	
37	Mandatory K-9 Officers Recertification (4 pp x 3 days)	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00	
38	Basic K-9 School (1 person - 22 days)	\$ -	\$ 4,922.00	\$ 4,922.00	\$ 4,922.00	
39	K-9 Conference (4 pp - 4 days)	\$ 2,600.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	
40	Radar Operator Certification (8 pp - 5 days)	\$ 1,125.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
41	Drug Enforcement - Patrol Officers (8 officers x 3 days)	\$ 90.00	\$ 336.00	\$ 336.00	\$ 336.00	
42	Interview & Interrogation School (5 officers x 5 days)	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
43	Mandated Radar Recertification (10 pp x 2 days)	\$ 770.00	\$ 770.00	\$ 770.00	\$ 770.00	
44	Traffic Enforcement & Investigative Training	\$ 1,792.00	\$ 1,792.00	\$ 1,792.00	\$ 1,792.00	
45	Death Investigation - Laboratory Analysis (2 pp x 5 days)	\$ 60.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	
46	Advanced Interview & Interrogation (1 pp x 5 days)	\$ -	\$ 487.00	\$ 487.00	\$ 487.00	
47	Community Oriented Policing	\$ -	\$ 2,330.00	\$ 2,330.00	\$ 2,330.00	
48	NC Child Abuse Intervention Training (1 pp x 3 days)	\$ 823.00	\$ 823.00	\$ 823.00	\$ 823.00	
49	School Resource Officer Training (1 pp x 5 days)	\$ 690.00	\$ 690.00	\$ 690.00	\$ 690.00	
50	Annual Drug Recognition Expert Training	\$ 400.00	\$ 359.00	\$ 359.00	\$ 359.00	
51	NCJA Crime Scene Inv. Seminar (4 officers x \$747) req CALEA	\$ -	\$ 4,884.00	\$ 4,884.00	\$ 4,884.00	
52	IAI Certification Prep, Testing & Materials (4 officers) CALEA	\$ -	\$ 3,310.00	\$ 3,310.00	\$ 3,310.00	
53	Crime Prevention (2 pp x 5 days)	\$ 205.00	\$ 205.00	\$ 205.00	\$ 205.00	
54	Fingerprint Classification Sirchie (1 person x 5 days)	\$ 1,007.00	\$ 1,007.00	\$ 1,007.00	\$ 1,007.00	
55	Evidence Collection Accelerated Training ( 1 person - 5 days)	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	
56	Sexual Assault Investigation (2 officers x 6 days)	\$ 192.00	\$ 192.00	\$ 192.00	\$ 192.00	
57	Child Death Investigation (1 person x 1 day)	\$ 32.00	\$ 16.00	\$ 16.00	\$ 16.00	
58	GREAT Training (1 person x 1 day)	\$ 1,830.00	\$ 1,830.00	\$ 1,830.00	\$ 1,830.00	
59	Cellebrite Certified Operator Training (2 people)	\$ 3,980.00	\$ 3,980.00	\$ 3,980.00	\$ 3,980.00	
60	Cellebrite Certified Operator Recertification	\$ 287.00	\$ 289.00	\$ 289.00	\$ 289.00	
61	IPMBA Police Cyclist Course (5 ppl - 5 days)	\$ -	\$ 1,525.00	\$ 1,525.00	\$ 1,525.00	



SUPPORTING SCHEDULE			Fiscal Year FY20-21				
Fund: 11-General Fund			Dept. Head-Mike West				
Dept #: Police Department - 6121							
Division: ~ - 6121							
Account: 2323 Other Training							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
62		Per Chief West reduce \$25184.00 - Didn't have detail to know what to cut. cfg 5/10/2020 7:56 PM			\$ (25,184.00)	\$ (25,184.00)	
63		Per CM/ACM cut to FY20 Adopted			\$ (47,935.40)	\$ (47,935.40)	
64		Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (10,065.60)	\$ (10,065.60)	
65							
		<b>Total - 2323 Other Training</b>	<b>\$ 39,321.00</b>	<b>\$ 106,671.00</b>	<b>\$ 23,486.00</b>	<b>\$ 23,486.00</b>	

**SUPPORTING SCHEDULE****Fiscal Year FY20-21**

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

**Dept. Head-Mike West**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	One Solution Conference - Travel/ Lodging for Support Services - 3 Personnel - (new request)	\$ -	\$ 5,112.00	\$ 5,112.00	\$ 5,112.00	
2	NC Internal Affairs Conference - Travel/ Lodging for IA Sgt	\$ 1,529.00	\$ 1,210.00	\$ 1,210.00	\$ 1,210.00	
3	NC Assn for Property & Evidence (2 emp - 3/4 days x 2 )	\$ 1,526.00	\$ 1,165.00	\$ 1,165.00	\$ 1,165.00	
4	NCIA Investigators Assn Training (2 emp - 5 days)	\$ -	\$ 1,490.00	\$ 1,490.00	\$ 1,490.00	
5	NCLE Women's Association (2 emp - 5 days)	\$ 2,000.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	
6	NC Crime Prevention Conf (3 emp - 4 days - bi-annual x 2)	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
7	NCLE Officer's Association (1 emp - 4 days)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
8	NC Narcotics Enforcement Officer's Training (4 emp - 4 days)	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
9	NC Assn of Chiefs of Police (4 emp - 3 days)	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
10	DCI Seminars/TAC Meeting (2 emp - quarterly)	\$ 528.00	\$ 528.00	\$ 528.00	\$ 528.00	
11	NC Juvenile Officers's Association (1 emp - 5 days - Invest)	\$ 1,246.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	
12	NCLE Training Officers Assn Conf. ( 2 emp - 4 days)	\$ -	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
13	NC Police Executive Assn. Conf. (4 emp - 4 days)	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
14	G.R.E.A.T. State Conference (1 emp - 4 days)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
15	G.R.E.A.T. National Conference (1 emp - 4 days)	\$ 1,845.00	\$ 1,862.00	\$ 1,862.00	\$ 1,862.00	
16	Firearms Instructor Conference (4 emp - 3 days)	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
17	U.S. Police Canine Assn. Field Trials (4 emp - 4 days x 2 )	\$ 1,680.00	\$ 300.00	\$ 300.00	\$ 300.00	
18	Narcotics & Tracking Trials (4 emp)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
19	Administrative Officers Mgmt Prog. Conf. (2 emp - 4 days)	\$ -	\$ 725.00	\$ 725.00	\$ 725.00	
20	Crime Prevention Fairs (2 emp - 4 days)	\$ -	\$ 900.00	\$ 900.00	\$ 900.00	
21	School Director's Conference ( 2 emp - 4 days)	\$ 470.00	\$ 411.00	\$ 411.00	\$ 411.00	
22	NC Polygraph Assn. Conference Assn. (1 emp - 2 days)	\$ -	\$ 180.00	\$ 180.00	\$ 180.00	
23	International Assn of Arson Investigators (1 emp - 5 days)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
24	NC Community Watch Assn. (2 emp x \$6 x 8 times)	\$ -	\$ 48.00	\$ 48.00	\$ 48.00	
25	NCLE Planners & Analysts Assn Trng Conf (2 emp - 4 days x 2)	\$ -	\$ 1,602.00	\$ 1,602.00	\$ 1,602.00	
26	NC Gang Investigators Assn. (4 emp - 3 days)	\$ 2,370.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	
27	NC International Assn for Identification (2 emp - 2 days)	\$ 1,300.00	\$ 400.00	\$ 400.00	\$ 400.00	
28	NC Homicide Invest. Assn Conference (3 emp - 3 days)	\$ -	\$ 1,792.00	\$ 1,792.00	\$ 1,792.00	
29	Crime Stoppers Police Coord. State Conf (1 emp - 5 days)	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	
30	National Police Officers Memorial Week (4 Hon Grd - 4 days)	\$ 3,200.00	\$ 1,294.00	\$ 1,294.00	\$ 1,294.00	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Mike West			
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Account:		3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
31		Investigations (Misc. out of town expenses)	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
32		Organized Crime Drug Enforce. Task Force (4 emp - 4 days)	\$ 3,476.00	\$ 1,282.00	\$ 1,282.00	\$ 1,282.00	
33		Field Liason Officer Training Workshop (1 emp - 4 days)	\$ -	\$ 628.00	\$ 628.00	\$ 628.00	
34		NC School Resource Officer Trng Conf (3 emp - 4 days)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
35		CALEA Conference (2 emp - 5 days)	\$ 4,622.00	\$ 4,622.00	\$ 4,622.00	\$ 4,622.00	
36		NCLEAN Conference (2 emp - 3 days - CALEA)	\$ -	\$ 1,281.00	\$ 1,281.00	\$ 1,281.00	
37		NCLEAN Meetings (1 emp - 5 per year - CALEA)	\$ -	\$ 545.00	\$ 545.00	\$ 545.00	
38		NCLEPAA Conference (1 emp - 5 days - CALEA)	\$ -	\$ 1,220.00	\$ 1,220.00	\$ 1,220.00	
39		Power DMS Entrust Conf. (1 emp - 4 days - CALEA)	\$ -	\$ 1,240.00	\$ 1,240.00	\$ 1,240.00	
40		CALEA On-site Accreditation Visist - CALEA assessors exp.	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	
41		Human Relations Awards Banquet/DGDC/Leadership Events	\$ 200.00	\$ 275.00	\$ 275.00	\$ 275.00	
42		Expenses for out of town applicants/assessors	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
43		Misc. Vehicle Rentals - Training/Meetings	\$ 1,000.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
44		International Conf. of Police Chaplains - (1 chaplain - 4 days)	\$ -	\$ 433.00	\$ 433.00	\$ 433.00	
45		Children's Advocacy Conference (1 emp - 3 days - Invest)	\$ -	\$ 733.00	\$ 733.00	\$ 733.00	
46		Polygraph Examiners Training (1 emp - Inv. - 51 days)	\$ -	\$ 5,610.00	\$ 5,610.00	\$ 5,610.00	
47		Per Chief West reduce \$6942.34. Didn't know which line items. Cfg 5/10/2020 7:58 PM			\$ (6,942.34)	\$ (6,942.34)	
48		Per CM/ACM cut to FY20 Adopted			\$ (24,603.06)	\$ (24,603.06)	
49		Per CM/ACM cut addtl 30% from FY20 Adopted			\$ (9,669.60)	\$ (9,669.60)	
		<b>Total - 3121 Travel</b>	<b>\$ 37,392.00</b>	<b>\$ 63,778.00</b>	<b>\$ 22,563.00</b>	<b>\$ 22,563.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Mike West			
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Account:		3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		REACT Team - Call-Back Pay - County of Wayne (8) Officers x (6) hours x (1) time per month x \$30.00 per hour = \$17,280.00. County \$8,640.00 (City \$8,640.00 from 1220) (FY 19- 20 County portion paid from 1260 - \$7,296.00)	\$ -	\$ 8,640.00	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total - 3914 Contract Services			\$ -	\$ 8,640.00	\$ -	\$ -	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Mike West

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Search and Seizue Bulletin	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	
2		BRB Publications - Online Records Research System	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 220.00</b>	<b>\$ 220.00</b>	<b>\$ 220.00</b>	<b>\$ 220.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	National Association of Town Watch (NATW) M. Davis	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	
2	NC Internal Affairs Investigators Association (Dues & Conference Registration - 1 Sgt/1 Major	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	
3	National Internal Affairs Investigators Assoc. (Dues IA Sgt)	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	
4	NC Law Enforcement Women's Association (Dues & Conf. Registration - M. Davis & M. Mitchell)	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
5	NC Crime Prevention Officers Association (Dues & Conferenece Reg. for 3 Cpl.)	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	
6	NC Law Enforcment Officers Assocation (Dues & Conference Registration for 1 Captain)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	
7	NC Narcotics Enforcement Officers Associaton (Dues & Conference Registration for 5 VICE Officers)	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00	
8	Organized Crime Drug Enforcement Task Force (Registration for 6 Officers)	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00	
9	DCI Seminar - Dues & Conference for 2 TAC	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	
10	NC Law Enforcement Training Officers Association (Dues for K. Rabun & Tr. Spec. & Conference Registration for K. Rabun) FY 19-20 - (3)	\$ 170.00	\$ 145.00	\$ 145.00	\$ 145.00	
11	NC School Directors Conference - K. Rabun	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
12	NC Firearms Instructors Conference (Conference Registration for 3) FY 19-20 - (4)	\$ 700.00	\$ 525.00	\$ 525.00	\$ 525.00	
13	National Tactical Officers Association - Dues ERT	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	
14	NC Association of Chiefs of Police (Dues for Chief & 3 Majors/Conference Registration for 2)	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	
15	NC Police Executives Association (Dept. Dues & Conference Registration for 2)	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	
16	International Association of Chiefs of Police (Dues Chief & 3 Majors)	\$ 760.00	\$ 760.00	\$ 760.00	\$ 760.00	
17	National Association of Chiefs of Police (Dues for Chief)	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	
18	NC Gang Investigator's Association (Dues & Conference Registration for 4 Investigators)	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund: 11-General Fund				Dept. Head-Mike West			
Dept #: Police Department - 6121							
Division: ~ - 6121							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
19		NC Community Watch Association (Dues for 3 CP Cpl)	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	
20		G.R.E.A.T. National Association (Dues & Conference Registration for G.R.E.A.T. Officer)	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	
21		NC Juvenile Officers Association (Dues & Conference Registration for Juvenile Investigator)	\$ 634.00	\$ 634.00	\$ 634.00	\$ 634.00	
22		Administrative Officers Management Program ( Dues for Chief & 5 others, & Conference Registration for 2)	\$ 475.00	\$ 510.00	\$ 510.00	\$ 510.00	
23		US Police Canine Association (Dues for 4 K-9 Officers and Registration for field trials and narcotics tracking for 4)	\$ 1,040.00	\$ 1,040.00	\$ 1,040.00	\$ 1,040.00	
24		International Association of Arson Investigators ( Dues for Arson Investigator)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	
25		NC Homicide Investigators Association ( Due & Conference Registration for 4)	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	
26		NC Association of School Resource Officers (Dues for 4 & Conference Registration for 3)	\$ 955.00	\$ 955.00	\$ 955.00	\$ 955.00	
27		NHTSA Child Passenger Safety Technician (Dues for 7 & Conference Registration for 6)	\$ 580.00	\$ 580.00	\$ 580.00	\$ 580.00	
28		International Society of Crime Prevention (Dues for 3)	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	
29		NC International Association Property & Evidence (Dues for 4 and Conference Registration for Spring & Fall for 2)	\$ 340.00	\$ 340.00	\$ 340.00	\$ 340.00	
30		International Association of Identification (Dues for 4 and Certification Fee for Senior Crime Scene Analyst)	\$ 580.00	\$ 580.00	\$ 580.00	\$ 580.00	
31		NC Division Association of Identification (Dues for 4 CSU and Conference Registration for 2)	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
32		NCLEAN (Dues and Conference Registration for 2 - CALEA)	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	
33		NCLEPAA (Dues for 3 and Conference Registration or 2)	\$ 455.00	\$ 455.00	\$ 455.00	\$ 455.00	
34		International Conference of Police Chaplains (Dues and Conference Registration for Chaplain)	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	
35							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 16,704.00</b>	<b>\$ 16,539.00</b>	<b>\$ 16,539.00</b>	<b>\$ 16,539.00</b>	





## **FISCAL YEAR 2020-2021 BUDGET**

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

#### **DEPARTMENT OVERVIEW:**

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

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

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

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

- Years of deferred maintenance resulting in difficult and costly to maintain facilities.
- Years of deferred replacement of aging playground equipment resulting in removal of aging and potentially dangerous playground structures.
- Increases in acreage, facilities, projects, usage and public expectations while FT staff growth has been minimal.



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Felicia Brown					
Dept #:		7460	Parks & Recreation		~ = Division by Zero						
Division:		7460	Parks & Recreation		* = Change < \$500						
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,296,710.61	\$ 1,498,980.15	\$ 1,498,980.15	\$ 1,303,118.28	\$ 1,621,136.83	8.15%	\$ 1,465,971.77	-2.20%	\$ 1,493,295.98	-0.38%
1220	Salaries & Wages Overtime	\$ 35,225.16	\$ 5,075.25	\$ 5,075.25	\$ 594.61	\$ 5,000.00	-1.48%	\$ 3,000.00	-40.89%	\$ 3,000.00	-40.89%
1224	Cell Phone Stipend	\$ 5,623.71	\$ 7,680.00	\$ 7,680.00	\$ 5,332.30	\$ 6,000.00	-21.88%	\$ 6,000.00	-21.88%	\$ 6,000.00	-21.88%
1260	Salaries & Wages Part-Time	\$ 506,251.77	\$ 441,452.19	\$ 441,452.19	\$ 492,165.18	\$ 514,844.25	16.63%	\$ 349,844.25	-20.75%	\$ 259,452.19	-41.23%
1262	Salares & Wages Perm Part Time	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ 90,392.06	~
1275	Salaries & Wages Bonus	\$ 13,665.29	\$ -	\$ -	\$ 13,176.52	\$ 18,337.50	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 4,800.64	\$ -	\$ -	\$ 7,056.82	\$ 7,276.10	~	\$ -	*	\$ -	*
1280	Vacation Pay Out	\$ 27,186.23	\$ -	\$ -	\$ 7,205.15	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 144,527.84	\$ 162,268.21	\$ 162,268.21	\$ 127,871.49	\$ 166,203.49	2.43%	\$ 139,598.43	-13.97%	\$ 141,688.73	-12.68%
1821	NCLGERS-Retirement	\$ 117,034.38	\$ 138,350.29	\$ 138,350.29	\$ 120,325.93	\$ 168,261.67	21.62%	\$ 150,594.62	8.85%	\$ 162,613.45	17.54%
1822	401-K Retirement	\$ 50,038.10	\$ 61,352.67	\$ 61,352.67	\$ 53,094.17	\$ 66,310.02	8.08%	\$ 58,998.87	-3.84%	\$ 63,707.52	3.84%
1830	Hospital Insurance	\$ 185,530.82	\$ 209,880.00	\$ 209,880.00	\$ 175,731.97	\$ 266,505.00	26.98%	\$ 207,645.00	-1.06%	\$ 209,280.00	-0.29%
1835	Group Term Life Insurance Coverage	\$ 1,283.91	\$ -	\$ -	\$ 1,044.55	\$ 1,526.40	~	\$ 1,526.40	~	\$ 1,526.40	~
1850	Unemployment Compensation	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,900.00	\$ 918.00	-69.40%	\$ 918.00	-69.40%	\$ 918.00	-69.40%
1860	Worker's Compensation	\$ 7,639.00	\$ 8,021.00	\$ 8,021.00	\$ 8,500.00	\$ 8,260.00	2.98%	\$ 8,260.00	2.98%	\$ 8,260.00	2.98%
	Total Salaries & Benefits	\$ 2,398,517.46	\$ 2,536,059.76	\$ 2,536,059.76	\$ 2,317,116.97	\$ 2,850,579.26	12.40%	\$ 2,392,357.33	-5.67%	\$ 2,440,134.33	-3.78%
1915	Bank Fees	\$ 2,882.76	\$ 2,500.00	\$ 2,500.00	\$ 5,300.00	\$ 5,500.00	120.00%	\$ 4,000.00	60.00%	\$ 4,000.00	60.00%
1925	Debt Issuance Costs & Fees		\$ -	\$ -	\$ 250.00	\$ -	*	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
1932	Medical Exams	\$ 751.00	\$ 1,500.00	\$ 1,500.00	\$ 800.00	\$ 1,500.00	0.00%	\$ 1,000.00	-33.33%	\$ 1,000.00	-33.33%
1991	Consultant Fees	\$ 36,884.96	\$ -	\$ 5,800.00	\$ -	\$ -	*	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 37,262.13	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 48,000.00	6.67%	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
2121	Uniforms	\$ 11,430.65	\$ 14,000.00	\$ 14,000.00	\$ 14,200.00	\$ 17,000.00	21.43%	\$ 12,000.00	-14.29%	\$ 12,000.00	-14.29%
2123	Protective Clothing	\$ 3,110.58	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 3,000.00	-14.29%	\$ 1,700.00	-51.43%	\$ 1,700.00	-51.43%
2124	Shoes-Steel Toe	\$ 444.13	\$ 4,088.00	\$ 4,088.00	\$ 1,320.00	\$ 3,500.00	-14.38%	\$ 3,000.00	-26.61%	\$ 3,000.00	-26.61%
2203	Employee Appreciation	\$ 1,502.60	\$ 1,600.00	\$ 1,600.00	\$ 1,000.00	\$ 1,500.00	-6.25%	\$ 1,500.00	-6.25%	\$ 1,500.00	-6.25%
2323	Other Training	\$ 5,874.30	\$ 9,000.00	\$ 9,000.00	\$ 7,751.00	\$ 10,280.00	14.22%	\$ 5,650.00	-37.22%	\$ 5,650.00	-37.22%
2391	First Aid	\$ 2,584.56	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 2,400.00	-31.43%	\$ 1,000.00	-71.43%	\$ 1,000.00	-71.43%
2501	Vehicle Operation/Maintenance	\$ 17,454.46	\$ 16,000.00	\$ 16,000.00	\$ 8,000.00	\$ 12,000.00	-25.00%	\$ 5,000.00	-68.75%	\$ 5,000.00	-68.75%
2502	Vehicle Fuel	\$ 20,275.10	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00	\$ 13,000.00	-13.33%	\$ 9,250.00	-38.33%	\$ 9,250.00	-38.33%
2591	Fuel For Equipment	\$ 4,899.24	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
2601	Office Supplies	\$ 6,944.04	\$ 7,500.00	\$ 7,500.00	\$ 5,500.00	\$ 7,500.00	0.00%	\$ 3,125.00	-58.33%	\$ 3,125.00	-58.33%
2920	Pro Shop Expense	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
2925	Merchandise for Resale-PARKS & REC		\$ -	\$ 7,500.00	\$ 14,000.00	\$ 28,000.00	~	\$ 20,000.00	~	\$ 20,000.00	~
2989	Operational Supplies - Maint.	\$ 113,148.83	\$ 138,000.00	\$ 138,000.00	\$ 132,000.00	\$ 210,000.00	52.17%	\$ 145,000.00	5.07%	\$ 145,000.00	5.07%
2993	Operational Supplies	\$ 163,022.28	\$ 136,225.00	\$ 128,725.00	\$ 152,950.00	\$ 135,000.00	-9.90%	\$ 75,944.00	-44.25%	\$ 75,944.00	-44.25%
2994	Tools	\$ 5,686.66	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 7,000.00	-12.50%	\$ 3,000.00	-62.50%	\$ 3,000.00	-62.50%
3121	Travel	\$ 10,167.93	\$ 8,500.00	\$ 8,500.00	\$ 7,115.72	\$ 10,270.00	20.82%	\$ 4,970.00	-41.53%	\$ 4,970.00	-41.53%
3210	Telephone	\$ 3,243.00	\$ 1,080.00	\$ 1,080.00	\$ 2,500.00	\$ 2,500.00	131.48%	\$ 2,500.00	131.48%	\$ 2,500.00	131.48%
3250	Postage	\$ 285.45	\$ 500.00	\$ 500.00	\$ 350.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3310	Electricity	\$ 126,243.95	\$ 115,000.00	\$ 115,000.00	\$ 145,000.00	\$ 125,000.00	8.70%	\$ 96,250.00	-16.30%	\$ 96,250.00	-16.30%
3330	Natural Gas	\$ 9,710.96	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	0.00%	\$ 8,250.00	-25.00%	\$ 8,250.00	-25.00%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Felicia Brown					
Dept #:		7460	Parks & Recreation		~ = Division by Zero						
Division:		7460	Parks & Recreation		* = Change < \$500						
		Purple Cell-Finance Input									
	Object of Expenditure	FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
3421	Copy Machine Cost	\$ 7,912.85	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	0.00%	\$ 9,000.00	-40.00%	\$ 9,000.00	-40.00%
3511	Building Maintenance	\$ 54,527.02	\$ 42,000.00	\$ 43,406.39	\$ 45,000.00	\$ 45,000.00	7.14%	\$ 34,500.00	-17.86%	\$ 34,500.00	-17.86%
3522	Machine/Equipment Maintenance	\$ 34,450.68	\$ 39,000.00	\$ 39,141.03	\$ 48,000.00	\$ 45,000.00	15.38%	\$ 29,250.00	-25.00%	\$ 29,250.00	-25.00%
3700	Advertising	\$ 10,567.25	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 17,000.00	41.67%	\$ 9,000.00	-25.00%	\$ 9,000.00	-25.00%
3814	P&R Poultry/Beak Week Expend.	\$ 24,775.11			\$ -	\$ -	*	\$ -	*	\$ -	*
3815	P&R Special Pops Prog. Expend.	\$ 5,589.79	\$ -	\$ -	\$ 11,845.51	\$ -	*	\$ -	*	\$ -	*
3816	P&R Challenger Football Prog.	\$ 1,465.74	\$ -	\$ -	\$ 952.28	\$ -	*	\$ -	*	\$ -	*
3817	P&R Duke RX for Play	\$ -			\$ 2,798.39	\$ -	*	\$ -	*	\$ -	*
3910	W. A. Foster Demo/Renov.	\$ 234.57			\$ -	\$ -	*	\$ -	*	\$ -	*
3914	Contract Services	\$ 116,218.17	\$ 110,000.00	\$ 110,000.00	\$ 136,955.81	\$ 182,023.00	65.48%	\$ 110,000.00	0.00%	\$ 110,000.00	0.00%
3950	Education Reimbursement	\$ 599.70	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 5,000.00	354.55%	\$ 2,500.00	127.27%	\$ 2,500.00	127.27%
3994	Tree Service	\$ 8,000.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 22,000.00	158.82%	\$ 6,375.00	-25.00%	\$ 6,375.00	-25.00%
4391	Equipment Rent	\$ 28,169.48	\$ 35,000.00	\$ 35,000.00	\$ 25,000.00	\$ 47,000.00	34.29%	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%
4511	Multi-Peril Insurance	\$ 19,560.50	\$ 15,255.00	\$ 15,255.00	\$ 14,287.00	\$ 15,275.00	0.13%	\$ 15,275.00	0.13%	\$ 15,275.00	0.13%
4521	Auto Liability	\$ 4,072.00	\$ 4,276.00	\$ 4,276.00	\$ 3,970.00	\$ 4,169.00	-2.50%	\$ 2,623.00	-38.66%	\$ 2,623.00	-38.66%
4541	Employee Personal Liability	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	*	\$ 110.00	*	\$ 110.00	*
4543	Insurance Deductible Claims	\$ 5,331.91			\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 5,171.55	\$ 5,500.00	\$ 5,500.00	\$ 3,792.00	\$ 8,470.00	54.00%	\$ 8,470.00	54.00%	\$ 8,470.00	54.00%
4990	Equipment Expense	\$ 20,642.90	\$ 10,000.00	\$ 10,000.00	\$ 7,000.00	\$ 10,000.00	0.00%	\$ 2,500.00	-75.00%	\$ 2,500.00	-75.00%
8963	Youth Program Fees		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ 901.47	\$ 1,100.00	\$ 1,100.00	\$ 1,230.00	\$ 1,500.00	36.36%	\$ 1,200.00	9.09%	\$ 1,200.00	9.09%
	Total Operating Expenditures	\$ 932,110.26	\$ 850,584.00	\$ 857,931.42	\$ 920,477.71	\$ 1,082,247.00	27.24%	\$ 724,692.00	-14.80%	\$ 724,692.00	-14.80%
5077	Field Rake	\$ 12,112.21			\$ -	\$ -	*	\$ -	*	\$ -	*
5079	PARTF Grant	\$ 11,104.50			\$ -	\$ -	*	\$ -	*	\$ -	*
5100	Park House Restoration	\$ 9,049.92			\$ -	\$ 35,000.00	~	\$ -	*	\$ -	*
5160	Playground Play Surface	\$ 16,679.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5303	Heavy-Duty Mower				\$ -	\$ 25,000.00	~	\$ -	*	\$ -	*
5487	Tractor				\$ -	\$ 47,000.00	~	\$ -	*	\$ -	*
5488	72" Deck Mower				\$ -	\$ 26,400.00	~	\$ 10,000.00	~	\$ 10,000.00	~
5506	Utility Service Truck	\$ 51,337.94			\$ -	\$ -	*	\$ -	*	\$ -	*
5567	Playground Equipment	\$ -			\$ -	\$ 95,000.00	~	\$ 30,000.00	~	\$ 30,000.00	~
5635	Basketball Court Improvements	\$ 108,145.28			\$ -	\$ 28,000.00	~	\$ -	*	\$ -	*
5643	Rotary Mower		\$ 9,000.00	\$ 9,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
5732	T.C. Coley(Formerly WA Foster)				\$ -	\$ 45,000.00	~	\$ -	*	\$ -	*
5740	GoWayneGo Projects	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5819	Maintenance Shop Construction				\$ -	\$ 340,000.00	~	\$ -	*	\$ -	*
5829	Outdoor Pool Repair				\$ -	\$ 65,000.00	~	\$ -	*	\$ -	*
5837	Shelter Construction	\$ 53,885.30	\$ -	\$ 209,136.00	\$ 245,962.00	\$ -	*	\$ -	*	\$ -	*
5947	Sidewalks		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 50,000.00	233.33%	\$ -	*	\$ -	*
5952	Tennis Court Reconstruction				\$ -	\$ 410,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 262,314.15	\$ 24,000.00	\$ 233,136.00	\$ 260,962.00	\$ 1,166,400.00	4760.00%	\$ 40,000.00	66.67%	\$ 40,000.00	66.67%
					\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:            11-General Fund		Dept. Head      Felicia Brown									
Dept #:        7460    Parks & Recreation		~ = Division by Zero									
Division:      7460    Parks & Recreation		* = Change < \$500									
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
	Total Debt Service	\$       -	\$       -	\$       -	\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Parks & Recreation-Parks & Recreation Bud	\$ 3,592,941.87	\$ 3,410,643.76	\$ 3,627,127.18	\$ 3,498,556.68	\$ 5,099,226.26	49.51%	\$ 3,157,049.33	-7.44%	\$ 3,204,826.33	-6.03%

JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested Green Cell - Department Input				
Fund: 11-General Fund		Dept. Head-Felicia Brown					
Dept #: Parks & Recreation - 7460							
Division: Parks & Recreation - 7460							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		Increase is reflective of new position requests and overlap of salaries in positions. 2 new Personnel requested for the expansion of Center Street & HUB (TIGER project completion) for landscaping; 1 to add to Mowing Crew; 1 to add to Bldg Repair & Maint Crew	\$ 1,303,118.28	\$ 1,621,136.83	\$ 1,465,971.77	\$ 1,493,295.98
1220	Salaries & Wages Overtime			\$ 594.61	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
1224	Cell Phone Stipend			\$ 5,332.30	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1260	Salaries & Wages Part-Time			\$ 492,165.18	\$ 514,844.25	\$ 349,844.25	\$ 259,452.19
1262	Salares & Wages Perm Part Time		6 PPT	\$ -	\$ -	\$ -	\$ 90,392.06
1275	Salaries & Wages Bonus		40FT Staff * 450 per person (Request includes partial golf); Mgr 37 @ \$413	\$ 13,176.52	\$ 18,337.50	\$ -	\$ -
1278	Wellness Earnings		Mgr 37 @ \$300	\$ 7,056.82	\$ 7,276.10	\$ -	\$ -
1280	Vacation Pay Out		Est. K.Worrell @ 270 hrs - PLUS what has already paid out	\$ 7,205.15		\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 127,871.49	\$ 166,203.49	\$ 139,598.43	\$ 141,688.73
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 120,325.93	\$ 168,261.67	\$ 150,594.62	\$ 162,613.45
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 53,094.17	\$ 66,310.02	\$ 58,998.87	\$ 63,707.52
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 175,731.97	\$ 266,505.00	\$ 207,645.00	\$ 209,280.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 1,044.55	\$ 1,526.40	\$ 1,526.40	\$ 1,526.40
1850	Unemployment Compensation		Provided by Finance	\$ 1,900.00	\$ 918.00	\$ 918.00	\$ 918.00
1860	Worker's Compensation		Provided by Finance	\$ 8,500.00	\$ 8,260.00	\$ 8,260.00	\$ 8,260.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 2,317,116.97</b>	<b>\$ 2,850,579.26</b>	<b>\$ 2,392,357.33</b>	<b>\$ 2,440,134.33</b>
1915	Bank Fees		From Finance for Rec 1? - projected off from what was spent per Josh. cfg 4/29/2020 9:29 AM	\$ 5,300.00	\$ 5,500.00	\$ 4,000.00	\$ 4,000.00
1925	Debt Issuance Costs & Fees			\$ 250.00			
1931	Medical Treatment			\$ -	\$ 250.00	\$ 250.00	\$ 250.00
1932	Medical Exams		Physical examinations for new full-time employees and drug testing of employees in drug sensitive positions	\$ 800.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
2111	Cleaning Supplies		Purchasing supplies and equipment to facilitate cleaning and janitorial maintenance of facilities that include City Hall, City Hall Annex, TC Coley Community Center, Bryan MSCX, WA Foster Center, Herman Park Center, Goldsboro Event Center and Golf Pro Shop, Downtown Development and all park bathrooms and facilities.	\$ 45,000.00	\$ 48,000.00	\$ 45,000.00	\$ 45,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					
Dept. Head-Felicia Brown							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2121	Uniforms		Cost to outfit full and part time staff to present unified and professional image to our customers; this cost includes maint. staff uniforms through uniform supply company	\$ 14,200.00	\$ 17,000.00	\$ 12,000.00	\$ 12,000.00
2123	Protective Clothing		Protective clothing for full and part time staff, including gloves, rain gear, guards and other PPE's	\$ 1,000.00	\$ 3,000.00	\$ 1,700.00	\$ 1,700.00
2124	Shoes-Steel Toe		Needed for foot protection by full time staff; 37 @ \$96	\$ 1,320.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00
2203	Employee Appreciation		Request for annual Christmas Party allowance and Retirement Celebrations; 40 @ \$16; Retirements \$900	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2323	Other Training	Y	See Schedule	\$ 7,751.00	\$ 10,280.00	\$ 5,650.00	\$ 5,650.00
2391	First Aid		First Aid supplies used in case of injury to staff personnel, volunteers and other program participants	\$ 1,000.00	\$ 2,400.00	\$ 1,000.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance		Cover cost for repairs, annual inspections, oil changes, etc. of vehicles, mowers and gators	\$ 8,000.00	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00
2502	Vehicle Fuel		Gas for all vehicles.	\$ 13,000.00	\$ 13,000.00	\$ 9,250.00	\$ 9,250.00
2591	Fuel For Equipment		Fuel (diesel and regular gas) for grounds maintenance equipment.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2601	Office Supplies		Legal pads, pens, folders and other general office supplies; toner cartridges for 3 HP Laser Jet printers	\$ 5,500.00	\$ 7,500.00	\$ 3,125.00	\$ 3,125.00
2920	Pro Shop Expense						
2925	Merchandise for Resale-PARKS & REC		Items purchased for resale at Bryan MSCX and pools to include sodas, chips, sports drinks, candy bars, water, ice cream. (Offset in Revenue line item GL #XXXX)	\$ 14,000.00	\$ 28,000.00	\$ 20,000.00	\$ 20,000.00
2989	Operational Supplies - Maint.		Annual plants and beautification and trees for Center Street, Berkeley Blvd, GEC and parks; turf chemicals, fertilizers, growth regulators for weed control; paint, borders, wood and metal, fasteners, building materials, fence supplies, rock for trails and greenways; chemicals for pools; clay for tennis courts	\$ 132,000.00	\$ 210,000.00	\$ 145,000.00	\$ 145,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					
Dept. Head-Felicia Brown							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2993	Operational Supplies		Supplies for Specialized Programs to include dance refreshments, decorations, Evening activities, Day activities, luncheons, Easter Egg Hunt; supplies for Mature Adult Programs to include fitness bands, cards, games, refreshments, paper products, supplies for luncheons, pool supplies; supplies for Daddy/Daughter Dance, Mother/Son Dance, Spring Break Camp, Summer Day Camps, Sports Camps, Mother's/Father's Day Luncheons, non-traditional sports, arts & crafts, traditional sports (Youth and Adult) and tables and chairs for TC Coley Community Center	\$ 152,950.00	\$ 135,000.00	\$ 75,944.00	\$ 75,944.00
2994	Tools		Battery operated hand tools and replacement items, gas powered and cordless items; various hand tools, tools for pruning, backback blowers, dilution stations, multi-tool pole saw, string trimmers	\$ 5,000.00	\$ 7,000.00	\$ 3,000.00	\$ 3,000.00
3121	Travel	Y		\$ 7,115.72	\$ 10,270.00	\$ 4,970.00	\$ 4,970.00
3210	Telephone			\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3250	Postage			\$ 350.00	\$ 500.00	\$ 500.00	\$ 500.00
3310	Electricity			\$ 145,000.00	\$ 125,000.00	\$ 96,250.00	\$ 96,250.00
3330	Natural Gas			\$ 11,000.00	\$ 11,000.00	\$ 8,250.00	\$ 8,250.00
3421	Copy Machine Cost		IT provided this amount - 1 @ HPC; 1 @ Peacock Maint Shop; - need to ask Scott - this number seems high; They are thinking about needing a new copier at BMSC and WA Foster, so they don't have to make the copies at HPC.	\$ 15,000.00	\$ 15,000.00	\$ 9,000.00	\$ 9,000.00
3511	Building Maintenance		General and miscallaneous maint. of all park structures, electrical upgrades and repairs in facilities, plumbing repairs, pest control agreement and carpet cleaning in City Hall	\$ 45,000.00	\$ 45,000.00	\$ 34,500.00	\$ 34,500.00
3522	Machine/Equipment Maintenance		General maint. of chain link fence, HVAC service agreement, grease, lubricants, swing seats, chain and hardware for playgrounds, parts and supplies.	\$ 48,000.00	\$ 45,000.00	\$ 29,250.00	\$ 29,250.00
3700	Advertising			\$ 12,000.00	\$ 17,000.00	\$ 9,000.00	\$ 9,000.00
3814	P&R Poultry/Beak Week Expend.						
3815	P&R Special Pops Prog. Expend.		Expenses from Old "Wash Acct" - Created new revenue/expense line items	\$ 11,845.51			
3816	P&R Challenger Football Prog.			\$ 952.28			
3817	P&R Duke RX for Play			\$ 2,798.39			
3910	W. A. Foster Demo/Renov.						



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

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
<b>3914 Contract Services</b>	<b>Y</b>	See Schedule	<b>\$ 136,955.81</b>	<b>\$ 182,023.00</b>	<b>\$ 110,000.00</b>	<b>\$ 110,000.00</b>
3950 Education Reimbursement		Assist employees with continuing their education		\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
3994 Tree Service		Tree trimming and removal at facilities	\$ 8,500.00	\$ 22,000.00	\$ 6,375.00	\$ 6,375.00
4391 Equipment Rent		Rental equipment for events and festivals, janitorial rental equipment, port-a-johns, 15 passenger van for outings, Bobcat with attachments, Lift to install Christmas lights and change out lights at WA Foster Gym; Bleacher Rental at BMSC \$12K	\$ 25,000.00	\$ 47,000.00	\$ 35,000.00	\$ 35,000.00
4511 Multi-Peril Insurance		Provided by Finance	\$ 14,287.00	\$ 15,275.00	\$ 15,275.00	\$ 15,275.00
4521 Auto Liability		Provided by Finance	\$ 3,970.00	\$ 4,169.00	\$ 2,623.00	\$ 2,623.00
4541 Employee Personal Liability		Provided by Finance	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00
4543 Insurance Deductible Claims						
<b>4912 Fees &amp; Dues</b>	<b>Y</b>	See Schedule	<b>\$ 3,792.00</b>	<b>\$ 8,470.00</b>	<b>\$ 8,470.00</b>	<b>\$ 8,470.00</b>
4990 Equipment Expense		Felicia will follow up with us. Cfg 4/29/2020 9:40 AM	\$ 7,000.00	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00
8963 Youth Program Fees		Delete this line item. It's a revenue.	\$ -			
9561 Office Supplies			\$ 1,230.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
<b>Total Operating Expenditures</b>			<b>\$ 920,477.71</b>	<b>\$ 1,082,247.00</b>	<b>\$ 724,692.00</b>	<b>\$ 724,692.00</b>
5077 Field Rake				\$ -	\$ -	\$ -
5079 PARTF Grant				\$ -	\$ -	\$ -
5100 Park House Restoration		Fix Deck on Park House		\$ 35,000.00	\$ -	\$ -
5160 Playground Play Surface				\$ -	\$ -	\$ -
5303 Heavy-Duty Mower		BMSC Mower		\$ 25,000.00	\$ -	\$ -
5487 Tractor		BMSC Tractor		\$ 47,000.00	\$ -	\$ -
5488 72" Deck Mower		2 Hustler Mowers		\$ 26,400.00	\$ 10,000.00	\$ 10,000.00
5506 Utility Service Truck				\$ -	\$ -	\$ -
5567 Playground Equipment		HV Brown Playground (Tot) - HV Brown-OR-Berkeley Playground		\$ 95,000.00	\$ 30,000.00	\$ 30,000.00
5635 Basketball Court Improvements		South End Park		\$ 28,000.00	\$ -	\$ -
5643 Rotary Mower				\$ -	\$ -	\$ -
5732 T.C. Coley(Formerly WA Foster)		Replacement of Roof		\$ 45,000.00	\$ -	\$ -
5740 GoWayneGo Projects			\$ -	\$ -	\$ -	\$ -
5819 Maintenance Shop Construction		Maintenance Shop @ BMSC		\$ 340,000.00	\$ -	\$ -
5829 Outdoor Pool Repair		Replaster Mina Weil Pool		\$ 65,000.00	\$ -	\$ -
5837 Shelter Construction			\$ 245,962.00	\$ -	\$ -	\$ -
5947 Sidewalks		ADA Sidewalks through Herman Park	\$ 15,000.00	\$ 50,000.00	\$ -	\$ -
5952 Tennis Court Reconstruction		Repair OR Reconstruct Tennis Courts @ Herman Park		\$ 410,000.00	\$ -	\$ -
<b>Total Capital Outlay</b>			<b>\$ 260,962.00</b>	<b>\$ 1,166,400.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>
		Provided by Finance				

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b>							
Fund:		11-General Fund		Dept. Head-Felicia Brown			
Dept #:		Parks & Recreation - 7460		<div>Blue Font - Detail Schedule Requested</div> <div>Green Cell - Department Input</div>			
Division:		Parks & Recreation - 7460					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Parks & Recreation-Parks & Recreation B				\$ 3,498,556.68	\$ 5,099,226.26	\$ 3,157,049.33	\$ 3,204,826.33

CAPITAL OUTLAY																				
Fiscal Year FY20-21																				
Fund: 11-General Fund      Dept. Head-Felicia Brown																				
Dept #: Parks & Recreation - 7460																				
Division: Parks & Recreation - 7460																				
Current Asset Information										Replacement Asset Information										
						Maintenance Cost History														
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?			
1	5100	N/A	Park House in Herman Park - est. 1898	UNKNOWN	120+ years	N/A				N	1	Park House deck and support structures	Imminent hazard, temporary repairs to deck section to make safer. If not approved, will	\$ 35,000.00	\$ -	\$ -	N			
2	5303	N/A	Addition	N/A	N/A	N/A				N		Befco Super Flex Mower 14' attachment for a tractor	We are using two small mowers on everything but the fields at the Bryan MSCX. The fields are made up of 14 acres, leaving the other 46 acres for the smaller mowers. This mower will	\$ 25,000.00	\$ -	\$ -	N			
3	5487	N/A	Addition	N/A	N/A	N/A				N		Kubota 7060 Tractor (the Befco and the tractor go together.)	This tractor will be used to spray all property belonging to P&R and will also blow debris. The tractor during season will be used for mowing everything at the Bryan MSCX, but the	\$ 47,000.00	\$ -	\$ -	N			
4	5488	E1187	2011 Hustler Super Z	\$ 9,200.00	2,311 hours	\$ 1,500.00	\$ 1,800.00	\$ 350.00		N	1	Hustler Mower	Mower is worn out, replaced engine in 2017	\$ 13,200.00	\$ -	\$ -	N			
5	5488	E1192	2012 Hustler Super Z	\$ 9,300.00	new hour meter put in, current meter reads	\$ 1,300.00	\$ 300.00	\$ 600.00	\$ 300.00	N	2	Hustler Mower	Mower is worn out; engine will need replacement, which means other parts will soon follow as needing to be replaced	\$ 13,200.00	\$ 10,000.00	\$ 10,000.00	N			
6	5567	N/A	HV Brown Playground Replacement	\$ 11,704.00	20+ years	N/A				N		HV Brown Park - Tot Playground	Existing playground being removed due to high cost of repair and part availability. Current playground is 20+ years old. Average life of	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	N			
7	5567	N/A	Playground (HV or Berkeley)	\$ 27,000.00	20+	N/A				N		Playground at HV Brown or Berkeley Park	Playground purchased 20 years ago. Average life span of a playground is 10-15 years, depending on how heavily used. Both	\$ 65,000.00	\$ -	\$ -	N			
8	5635	N/A	Basketball Court Replacement at South End Park	N/A	N/A	N/A				N		Take out existing basketball court and replace with new court	Substantial cracks in asphalt surface creating hazardous play area. This is our basketball court but not on our land (Eastern Carolina Housing Authority owns the land). Need to check on Insurance Certificate with Nona.	\$ 28,000.00	\$ -	\$ -	N			
9	5732	N/A	TC Coley Community Center Roof	N/A	N/A	N/A				N		Replace Roof on TC Coley Community Center	\$200K worth of upgrades were done, however the roof was not fixed during these repairs. Failure to fix roof will only cause the leak to get worse and repairs done all for naught.	\$ 45,000.00	\$ -	\$ -	N			
10	5819	N/A	Addition	N/A	N/A	N/A				N		Maintenance Building for Bryan Multi-Sports Complex	We currently have no shelter to park the equipment under or an area to service equipment on site. There is also no place to store chemicals and hand tools on site. This will be heated and cooled, have bathrooms. Will be able to work on the equipment in there as well as storage. Size of building 50x50 maybe. Tim asked can we use some of the Infrastructure	\$ 340,000.00	\$ -	\$ -	N			
11	5829	N/A	Replastering Mina Weil Pool	\$ 45,000.00	9 years	N/A				N	1	Replaster pool	Plaster coming off creating possible cut hazards under water - need to replaster with this	\$ 65,000.00	\$ -	\$ -	N			
12	5947	N/A	ADA Walkway at Herman Park	N/A	N/A	N/A				N		Add more ADA walkways in Herman Park encompassing Tennis Courts	No existing paved walkway in this area; guest currently walking on grass and dirt. Paving this section will create a walking loop encouraging healthy living for our park visitors	\$ 50,000.00	\$ -	\$ -	N			
13	5952	N/A	Repair Tennis Courts at Herman Park	N/A	6.5 years	N/A				N		Repair cracks and paint	Courts cracking causing potential trip hazards and affecting play - repairs should give us additional 5 years of service. There are 10	\$ 110,000.00	\$ -	\$ -	N			

<div> <div> CAPITAL OUTLAY Fiscal Year FY20-21 </div> <div> Fund: 11-General Fund Dept. Head-Felicia Brown </div> <div> Dept #: Parks &amp; Recreation - 7460 </div> <div> Division: Parks &amp; Recreation - 7460 </div> </div>																	
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information				Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
						Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement				
14	5952	N/A	Reconstruct Tennis Courts at Herman Park	N/A	6.5 years	N/A				N		Reconstruct and repave	Alternative to repairing tennis courts, more upfront cost. There are 10 courts. (If the courts are repaired then we don't need to Reconstruct, see otherline item \$300K.) There are some grant opportunities from USTA and	\$ 300,000.00	\$ -	\$ -	N
15													Asked Felicia for a CIP spreadsheet - cfg 4/29/2020 10:06 AM; they do have something			\$ -	N
16												HPC Repairs ? For plumbing, HVAC, structure	Felicia has to get a number	\$ -	\$ -	\$ -	N
17																	
18																	
19																	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Felicia Brown			
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					
Account:		2323 Other Training					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Expenditures cleared as of March 9, 2020	\$ 5,711.00				
2		Certified Safety Playground Inspector Class, Training & Examfor 2 people (Takes place in July, but need to pay by June)	\$ 1,200.00				
3		Hazardous Materials OSHA Level 2+ Training (5 people)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
4		Certified Safety Playground Inspector Class, Training & Exam for 1 person, different from 2 above - certification valid for 3yrs		\$ 600.00	\$ 600.00	\$ 600.00	
5		PGA Conference in Greensboro, NC (J Johnson)	\$ 190.00				
6		NC Recreation & Parks Association TR Conference (D Lee)	\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00	
7		Women's LeadHership Workshop (7 people)		\$ 980.00	\$ 980.00	\$ 980.00	
8		NC Recreation & Parks Annual Conference (10 people)		\$ 2,750.00	\$ 2,750.00	\$ 2,750.00	
9		Marketing & Events Summit (2 people)		\$ 200.00	\$ 200.00	\$ 200.00	
10		Connect Conference (1 person)		\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	
11		Parks and Recreation Directors Conference		\$ 120.00	\$ 120.00	\$ 120.00	
12		Nationa Recreation & Park Association Conferece in					
13		Orlando, FL (4 people)		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
14		Southeastern Turn Conference - Myrtle Beach, SC (3 people)		\$ 240.00	\$ 240.00	\$ 240.00	
15		Eastern NC Landscape Conf. & Trade Show at Nash Comm.					
16		College (2 people)		\$ 90.00	\$ 90.00	\$ 90.00	
17		1 day workshops/teleconferences		\$ 350.00	\$ 350.00	\$ 350.00	
18		Per Felicia reduce \$4630. No detail. Cfg 5/10/2020 8:32 PM			\$ (4,630.00)	\$ (4,630.00)	
19							
		<b>Total - 2323 Other Training</b>	<b>\$ 7,751.00</b>	<b>\$ 10,280.00</b>	<b>\$ 5,650.00</b>	<b>\$ 5,650.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Felicia Brown			
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					
Account:		3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Expenditures cleared as of March 9, 2020	\$ 5,115.83				
2		Rooms & Meals for 2020 LeadHership (3 people)	\$ 1,000.00				
3		2 Night Hotel & Meals for CPSI Exams (2 people)		\$ 750.00	\$ 750.00	\$ 750.00	
4		Hotel Room & Meals for NCRPA Annual Conf. (10 people)		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
5		Hotel Room & Meals for Marketing & Events Summit (2 people)		\$ 215.00	\$ 215.00	\$ 215.00	
6		Hotel Room & Meals for LeadHership (7 people)		\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	
7		Airfare, Hotel & Meals for Connect Conference		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
8		Hotel Room & Meals for NCRPA TR Conference		\$ 250.00	\$ 250.00	\$ 250.00	
9		Airfare, Hotel & Meals for NRPA Conf. in Orlando, FL (4 people)		\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	
10		Hotel Room & Meals for NC Parks & Recreation Directors Conf.		\$ 350.00	\$ 350.00	\$ 350.00	
11		Rental Car, Hotel & Meals for SE Turf Conf. in Myrtle Beach, SC					
12		(3 people)		\$ 475.00	\$ 475.00	\$ 475.00	
13		Lunch for EC Landscape & Trade Show at Nach Comm. Coll.(2 people)		\$ 30.00	\$ 30.00	\$ 30.00	
14		Meals/Parking for other 1 day workshops/teleconferences		\$ 100.00	\$ 100.00	\$ 100.00	
15		50+ Outings (Meals, fees, tickets for staff supervising group)	\$ 150.00	\$ 800.00	\$ 800.00	\$ 800.00	
16		Special Pops Outings (Meals, fees, tickets for staff supervising					
17		group)	\$ 250.00	\$ 750.00	\$ 750.00	\$ 750.00	
18		Meal & hotel booking fee for PGA Conf. in Greensboro, NC (J Johnson)	\$ 37.33				
19		Meals for 50+ Outings & Conf. & Room Stay	\$ 131.15				
20		Airfare, Hotel & Meals for PGA Conf. in Orlando, FL (Josh)	\$ 431.41				
21		Per Felicia reduce \$5300, no detail given. Cfg 5/10/2020 8:34 PM			\$ (5,300.00)	\$ (5,300.00)	
<b>Total - 3121 Travel</b>			<b>\$ 7,115.72</b>	<b>\$ 10,270.00</b>	<b>\$ 4,970.00</b>	<b>\$ 4,970.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		11-General Fund		Dept. Head-Felicia Brown			
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					
Account:		3914 Contract Services					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Expenditures cleared as of March 9, 2020	\$ 96,435.81				
2		Sunday in the Park (Sound Tech)	\$ 300.00	\$ 600.00	\$ 600.00	\$ 600.00	
3		Special Pops Dances - DJ service; A Day in the Park - DJ service	\$ 200.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	
4		50+ Dances - DJ service		\$ 825.00	\$ 825.00	\$ 825.00	
5		Photo Booth, face painter, gaming truck, SS stables, Party & Paint	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	
6		Santa for Jingle in the Park		\$ 400.00	\$ 400.00	\$ 400.00	
7		Soccer Officials	\$ 1,500.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
8		Baseball/Softball Officials	\$ 480.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
9		Basketball Officials		\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	
10		Holden Temp Labor Services - 2 year round; 3 spring/summer	\$ 35,000.00	\$ 105,965.00	\$ 105,965.00	\$ 105,965.00	
11		Flag Football Officials		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
12		HVAC Service for WA Foster, Herman Park Center & Sr House,		\$ -	\$ -	\$ -	
13		TC Coley, Bryan MSCX, Peacock Maint.		\$ 29,123.00	\$ 29,123.00	\$ 29,123.00	
14		Pest Control		\$ 2,280.00	\$ 2,280.00	\$ 2,280.00	
15		Light Facility Cleaning at Senior House	\$ 350.00	\$ 210.00	\$ 210.00	\$ 210.00	
16		NC Party Pals	\$ 90.00	\$ 270.00	\$ 270.00	\$ 270.00	
17		Snap It Photo Booth	\$ 550.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
18		Per Felicia reduce \$42K, no detail cfg 5/10/2020 8:36 PM			\$ (42,000.00)	\$ (42,000.00)	
19		Cut to FY20 Adopted amount			\$ (30,023.00)	\$ (30,023.00)	
20							
Total - 3914 Contract Services			\$ 136,955.81	\$ 182,023.00	\$ 110,000.00	\$ 110,000.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Expenditures as of March 9, 2020	\$ 2,307.00				
2	NCRPA Statewide Athletic Conf. Fees	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00	
3	Sports Turf Managers Association Membership		\$ 90.00	\$ 90.00	\$ 90.00	
4	NCBRTL (D'Leeshia)	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	
5	NCTRC (D'Leeshia)	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	
6	NRPA Membership	\$ 175.00	\$ 350.00	\$ 350.00	\$ 350.00	
7	NCRPA Agency Membership		\$ 850.00	\$ 850.00	\$ 850.00	
8	NC Youth Soccer Association (allows us to play under name)	\$ 830.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	
9	Little League Baseball (allows us to play under name)	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
10						
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 3,792.00</b>	<b>\$ 8,470.00</b>	<b>\$ 8,470.00</b>	<b>\$ 8,470.00</b>	



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Felicia Brown					
Dept #:		7461		Parks & Recreation		~ = Division by Zero					
Division:		7461		Golf Course		* = Change < \$500					
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 06/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 136,984.60	\$ 134,249.51	\$ 134,249.51	\$ 124,202.19	\$ 217,842.24	62.27%	\$ 180,487.63	34.44%	\$ 112,734.71	-16.03%
1220	Salaries & Wages Overtime	\$ 2,075.99	\$ -	\$ -	\$ 1,180.06	\$ 1,200.00	~	\$ 1,200.00	~	\$ 1,200.00	~
1224	Cell Phone Stipend	\$ -	\$ 720.00	\$ 720.00	\$ 27.69	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ 113,949.91	\$ 119,014.00	\$ 119,014.00	\$ 118,860.50	\$ 140,000.00	17.63%	\$ 98,128.46	-17.55%	\$ 79,000.00	-33.62%
1262	Salares & Wages Perm Part Time				\$ -	\$ -	*	\$ -	*	\$ 61,000.00	~
1275	Salaries & Wages Bonus	\$ 1,389.69	\$ -	\$ -	\$ 515.83	\$ 1,912.50	~	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 300.04	\$ -	\$ -	\$ 224.92	\$ 900.00	~	\$ -	*	\$ -	*
1810	Social Security	\$ 19,360.51	\$ 19,683.85	\$ 19,683.85	\$ 17,978.36	\$ 27,736.97	40.91%	\$ 21,461.01	9.03%	\$ 19,481.09	-1.03%
1821	NCLGERS-Retirement	\$ 11,856.82	\$ 12,109.55	\$ 12,109.55	\$ 25,616.22	\$ 22,591.34	86.56%	\$ 18,623.82	53.79%	\$ 17,934.35	48.10%
1822	401-K Retirement	\$ 4,912.76	\$ 5,369.62	\$ 5,369.62	\$ 9,400.45	\$ 8,902.99	65.80%	\$ 7,296.31	35.88%	\$ 7,026.19	30.85%
1830	Hospital Insurance	\$ 13,733.28	\$ 19,080.00	\$ 19,080.00	\$ 11,639.40	\$ 27,795.00	45.68%	\$ 21,255.00	11.40%	\$ 13,080.00	-31.45%
1835	Group Term Life Insurance Coverage	\$ 122.71	\$ -	\$ -	\$ 101.76	\$ 190.80	*	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 119.00	*	\$ 119.00	*	\$ 119.00	*
1860	Worker's Compensation	\$ 2,280.00	\$ 2,394.00	\$ 2,394.00	\$ 2,803.80	\$ 2,465.00	2.97%	\$ 2,465.00	2.97%	\$ 2,465.00	2.97%
	Total Salaries & Benefits	\$ 306,966.31	\$ 312,620.53	\$ 312,620.53	\$ 312,551.18	\$ 452,375.83	44.70%	\$ 351,947.03	12.58%	\$ 314,951.13	0.75%
1915	Bank Fees	\$ 9,058.91	\$ 8,000.00	\$ 8,000.00	\$ 13,654.96	\$ 14,500.00	81.25%	\$ 14,500.00	81.25%	\$ 14,500.00	81.25%
1931	Medical Treatment	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
1932	Medical Exams	\$ -	\$ 350.00	\$ 350.00	\$ 152.75	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
1991	Consultant Fees	\$ 7,754.50			\$ -	\$ -	*	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 550.50	\$ 1,800.00	\$ 1,800.00	\$ 950.00	\$ 1,500.00	-16.67%	\$ 1,200.00	-33.33%	\$ 1,200.00	-33.33%
2121	Uniforms	\$ 1,365.00	\$ 2,500.00	\$ 2,500.00	\$ 1,050.00	\$ 2,000.00	-20.00%	\$ 2,000.00	-20.00%	\$ 2,000.00	-20.00%
2123	Protective Clothing	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
2124	Shoes-Steel Toe	\$ 325.57	\$ 480.00	\$ 480.00	\$ 288.00	\$ 576.00	20.00%	\$ 400.00	*	\$ 400.00	*
2203	Employee Appreciation	\$ -	\$ 100.00	\$ 100.00	\$ 114.16	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
2323	Other Training	\$ 159.00	\$ 500.00	\$ 500.00	\$ 435.00	\$ 2,505.00	401.00%	\$ 1,505.00	201.00%	\$ 1,505.00	201.00%
2391	First Aid	\$ 9.95	\$ 3,300.00	\$ 3,300.00	\$ 500.00	\$ 2,000.00	-39.39%	\$ 1,000.00	-69.70%	\$ 1,000.00	-69.70%
2392	Health Maintenance Program		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
2501	Vehicle Operation/Maintenance	\$ 8,747.35	\$ 13,000.00	\$ 13,000.00	\$ 3,000.00	\$ 10,000.00	-23.08%	\$ 6,500.00	-50.00%	\$ 6,500.00	-50.00%
2502	Vehicle Fuel	\$ 1,726.45	\$ 6,000.00	\$ 6,000.00	\$ 2,900.00	\$ 5,400.00	-10.00%	\$ 3,900.00	-35.00%	\$ 3,900.00	-35.00%
2591	Fuel For Equipment	\$ 17,918.23	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
2601	Office Supplies	\$ 937.29	\$ 1,150.00	\$ 1,150.00	\$ 1,000.00	\$ 1,500.00	30.43%	\$ 712.00	-38.09%	\$ 712.00	-38.09%
2920	Pro Shop Expense	\$ 45,313.13	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 50,000.00	66.67%	\$ 30,000.00	0.00%	\$ 30,000.00	0.00%
2989	Operational Supplies - Maint.	\$ 840.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
2991	Mosquito Control		\$ -	\$ -	\$ 265.81	\$ -	*	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 66,503.41	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 80,000.00	33.33%	\$ 50,000.00	-16.67%	\$ 50,000.00	-16.67%
2994	Tools	\$ 1,884.86	\$ 1,500.00	\$ 1,500.00	\$ 1,730.00	\$ 2,700.00	80.00%	\$ 1,125.00	-25.00%	\$ 1,125.00	-25.00%
3121	Travel	\$ 359.16	\$ 800.00	\$ 800.00	\$ 3,581.66	\$ 2,750.00	243.75%	\$ 1,750.00	118.75%	\$ 1,750.00	118.75%
3250	Postage	\$ 54.94	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3310	Electricity	\$ 23,496.36	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,000.00	8.00%	\$ 18,750.00	-25.00%	\$ 18,750.00	-25.00%
3511	Building Maintenance	\$ 4,142.77	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	16.67%	\$ 2,750.00	-8.33%	\$ 2,750.00	-8.33%
3522	Machine/Equipment Maintenance	\$ 15,689.07	\$ 15,000.00	\$ 15,000.00	\$ 29,150.00	\$ 30,000.00	100.00%	\$ 21,250.00	41.67%	\$ 21,250.00	41.67%
3599	Storm Damage Cleanup	\$ 157,927.40			\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		11-General Fund		Dept. Head		Felicia Brown					
Dept #:		7461	Parks & Recreation		~ = Division by Zero						
Division:		7461	Golf Course		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 06/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
3700	Advertising	\$ 12,466.78	\$ 15,000.00	\$ 15,000.00	\$ 11,000.00	\$ 15,000.00	0.00%	\$ 7,250.00	-51.67%	\$ 7,250.00	-51.67%
3818	Golf Consignment Inv COGS	\$ 6,233.81			\$ -	\$ -	*	\$ -	*	\$ -	*
3914	Contract Services	\$ 1,170.00	\$ 1,500.00	\$ 1,500.00	\$ 1,443.00	\$ 4,000.00	166.67%	\$ 3,500.00	133.33%	\$ 3,500.00	133.33%
3994	Tree Service	\$ 850.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 15,000.00	650.00%	\$ 14,500.00	625.00%	\$ 14,500.00	625.00%
4391	Equipment Rent	\$ 54,428.72	\$ 80,000.00	\$ 37,600.00	\$ 21,000.00	\$ 21,000.00	-73.75%	\$ 21,000.00	-73.75%	\$ 21,000.00	-73.75%
4511	Multi-Peril Insurance	\$ 965.73	\$ 1,014.00	\$ 1,014.00	\$ 1,069.00	\$ 1,131.00	11.54%	\$ 1,131.00	11.54%	\$ 1,131.00	11.54%
4521	Auto Liability	\$ 2,146.00	\$ 2,253.00	\$ 2,253.00	\$ 2,078.00	\$ 2,182.00	-3.15%	\$ 2,182.00	-3.15%	\$ 2,182.00	-3.15%
4541	Employee Personal Liability	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	*	\$ 40.00	*	\$ 40.00	*
4911	Subscriptions	\$ 151.76	\$ 300.00	\$ 300.00	\$ 175.00	\$ 300.00	*	\$ 200.00	*	\$ 200.00	*
4912	Fees & Dues	\$ 2,216.00	\$ 1,200.00	\$ 1,200.00	\$ 3,147.29	\$ 2,550.00	112.50%	\$ 2,550.00	112.50%	\$ 2,550.00	112.50%
4990	Equipment Expense	\$ 6,462.80	\$ 3,000.00	\$ 3,000.00	\$ 1,183.00	\$ 1,500.00	-50.00%	\$ 250.00	*	\$ 250.00	*
9561	Office Supplies	\$ 55.70	\$ 300.00	\$ 300.00	\$ 100.00	\$ 300.00	*	\$ 100.00	*	\$ 100.00	*
	Total Operating Expenditures	\$ 451,951.15	\$ 300,037.00	\$ 257,637.00	\$ 240,707.63	\$ 320,434.00	6.80%	\$ 231,545.00	-22.83%	\$ 231,545.00	-22.83%
5083	Utility Club Cart	\$ 18,322.48	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5136	All Terrain Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	~	\$ 12,000.00	~	\$ 12,000.00	~
5305	Computerized Signal System	\$ -	\$ -	\$ -	\$ -	\$ 17,093.02	~	\$ -	*	\$ -	*
5484	Trim Mower	\$ -	\$ -	\$ -	\$ -	\$ 16,500.00	~	\$ -	*	\$ -	*
5587	Golf Carts	\$ 184,451.32	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5620	Ballfield Machine	\$ -	\$ -	\$ -	\$ -	\$ 13,000.00	~	\$ -	*	\$ -	*
5837	Shelter Construction	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	~	\$ -	*	\$ -	*
5920	Driving Range Construction	\$ -	\$ -	\$ -	\$ -	\$ 14,600.00	~	\$ -	*	\$ -	*
5938	Golf Course		\$ -	\$ 105,000.00	\$ 105,000.00	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 202,773.80	\$ -	\$ 105,000.00	\$ 105,000.00	\$ 86,193.02	~	\$ 12,000.00	~	\$ 12,000.00	~
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Parks & Recreation-Golf Course Budget	\$ 961,691.26	\$ 612,657.53	\$ 675,257.53	\$ 658,258.81	\$ 859,002.85	40.21%	\$ 595,492.03	-2.80%	\$ 558,496.13	-8.84%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Parks & Recreation - 7461					
Division:		Golf Course - 7461					
Dept. Head-Felicia Brown							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
1210	Salaries & Wages Regular		2 additional positions requested. 1 position to perform maintenance on older specialty turf mowers Council decided to buy. 1 position to assist with coverage in Pro Shop and provide another layer of checks and balances.; Adopted - 2 FTE's - Reorganization of Golf - Anderson now 100% Golf; Martikke 100% P&R.	\$ 124,202.19	\$ 217,842.24	\$ 180,487.63	\$ 112,734.71
1220	Salaries & Wages Overtime		Specialty events causing staff to work over 40 hours in a week.	\$ 1,180.06	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
1224	Cell Phone Stipend			\$ 27.69	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time		More staff coverage needed as course is more active. If FT requests are not granted, will not need more pt staff help; Asst Golf Prof FTE not approved - added back \$41K part time labor cut to keep golf course open 7 days a week.	\$ 118,860.50	\$ 140,000.00	\$ 98,128.46	\$ 79,000.00
1262	Salares & Wages Perm Part Time		4 PPT	\$ -	\$ -	\$ -	\$ 61,000.00
1275	Salaries & Wages Bonus			\$ 515.83	\$ 1,912.50	\$ -	\$ -
1278	Wellness Earnings			\$ 224.92	\$ 900.00	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,978.36	\$ 27,736.97	\$ 21,461.01	\$ 19,481.09
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.21% (Non-Leo) 10.84% (Leo)	\$ 25,616.22	\$ 22,591.34	\$ 18,623.82	\$ 17,934.35
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 9,400.45	\$ 8,902.99	\$ 7,296.31	\$ 7,026.19
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 11,639.40	\$ 27,795.00	\$ 21,255.00	\$ 13,080.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 101.76	\$ 190.80	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance		\$ 119.00	\$ 119.00	\$ 119.00
1860	Worker's Compensation		Provided by Finance	\$ 2,803.80	\$ 2,465.00	\$ 2,465.00	\$ 2,465.00
Total Salaries & Benefits				\$ 312,551.18	\$ 452,375.83	\$ 351,947.03	\$ 314,951.13
1915	Bank Fees			\$ 13,654.96	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00
1931	Medical Treatment			\$ -	\$ 250.00	\$ 250.00	\$ 250.00
1932	Medical Exams			\$ 152.75	\$ 350.00	\$ 350.00	\$ 350.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
2111	Cleaning Supplies			\$ 950.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
2121	Uniforms		Staff shirts for Pro Shop staff; staff shirts and pants for Maint. Staff	\$ 1,050.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2123	Protective Clothing		PPE's for Maint. Staff	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
2124	Shoes-Steel Toe		Yearly purchase for those eligible	\$ 288.00	\$ 576.00	\$ 400.00	\$ 400.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Parks & Recreation - 7461					
Division:		Golf Course - 7461					
Dept. Head-Felicia Brown							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20
2203	Employee Appreciation		Request for annual Christmas Party allowance for FT and PPT staff	\$ 114.16	\$ 200.00	\$ 200.00	\$ 200.00
2323	Other Training	Y		\$ 435.00	\$ 2,505.00	\$ 1,505.00	\$ 1,505.00
2391	First Aid		Used to purchase 1st aid supplies used in case of injury to staff personnel, volunteers and other program participants.	\$ 500.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
2392	Health Maintenance Program					\$ -	\$ -
2501	Vehicle Operation/Maintenance		Fuel and maintenance of all department vehicles, tractors, mowers and golf carts.	\$ 3,000.00	\$ 10,000.00	\$ 6,500.00	\$ 6,500.00
2502	Vehicle Fuel			\$ 2,900.00	\$ 5,400.00	\$ 3,900.00	\$ 3,900.00
2591	Fuel For Equipment		Diesel fuel for grounds maint. Vehicles	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
2601	Office Supplies		Purchase supplies and equipment necessary to operate golf course offices.	\$ 1,000.00	\$ 1,500.00	\$ 712.00	\$ 712.00
2920	Pro Shop Expense		Purchase pro shop supplies necessary for resale to the golfing public including but not limited to soft drinks, alcohol, snack, food items, gloves, golf balls, clubs. - RESALE GL #8490	\$ 30,000.00	\$ 50,000.00	\$ 30,000.00	\$ 30,000.00
2989	Operational Supplies - Maint.						\$ -
2991	Mosquito Control			\$ 265.81			\$ -
2993	Operational Supplies		Purchase equipment and supplies necessary in the daily operation of maintaining a golf course to include but not limited to marking paint, range balls, insecticide, fungicide, pre-emergents, fertilizers, grass seed.	\$ 60,000.00	\$ 80,000.00	\$ 50,000.00	\$ 50,000.00
2994	Tools		Purchase necessary hand tools for golf course maintenance operations including weed eaters, chain saws, wrenches.	\$ 1,730.00	\$ 2,700.00	\$ 1,125.00	\$ 1,125.00
3121	Travel	Y		\$ 3,581.66	\$ 2,750.00	\$ 1,750.00	\$ 1,750.00
3250	Postage			\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3310	Electricity			\$ 25,000.00	\$ 27,000.00	\$ 18,750.00	\$ 18,750.00
3511	Building Maintenance		Purchases to maintain golf course buildings and structures in a safe and attractive condition, pest control monthly service and HVAC maintenance.	\$ 3,000.00	\$ 3,500.00	\$ 2,750.00	\$ 2,750.00
3522	Machine/Equipment Maintenance		Maintenance of golf course equipment such as turf mowers, golf carts, irrigation and repairs, bar oils and lubricants, blades and fencing	\$ 29,150.00	\$ 30,000.00	\$ 21,250.00	\$ 21,250.00
3599	Storm Damage Cleanup						\$ -
3700	Advertising		Purchase various advertising on billboards, publications, radio and social media.	\$ 11,000.00	\$ 15,000.00	\$ 7,250.00	\$ 7,250.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund		Green Cell - Department Input	
Dept #:		Parks & Recreation - 7461			
Division:		Golf Course - 7461			
Dept. Head-Felicia Brown					
</					

<div> <div> CAPITAL OUTLAY Fiscal Year FY20-21 </div> <div> Fund: 11-General Fund Dept. Head-Felicia Broi </div> <div> Dept #: Parks &amp; Recreation - 7461 </div> <div> Division: Golf Course - 7461 </div> </div>																	
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information				Department Request	Manager Recommend. 6/1/20	Adopted 06/17/20	New Debt?
						Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement				
1	5136	N/A	New Addition	N/A	N/A	N/A				N		Golf Range Picker	Golf Cart with protective cage that will be used to pick up golf balls on Driving Range. Many times the balls have to be retrieved during the day, not at the end of the day (too dark). We currently use a golf cart with a protective netting; however, balls can still land in golf cart. We also pull this golf cart from our fleet - one less cart to rent. Getting a golf range picker with cage is safer for our employees and we are not depleting our fleet of rentable golf carts.	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	N
2	5305	N/A	Replacement - Irrigation Control System	UNKNOWN	N/A	N/A				N		Irrigation Control System	New controller for the irrigation system at golf course. Current one is 20+ years old, continuously needs repair. System should automatically turn on, but radio and antennae not communicating properly.	\$ 17,093.02	\$ -	\$ -	N
3	5484	N/A	New Addition	N/A	N/A	N/A				N	2	Walker T271 (Trim Finish Mower)	This vacuum mower would be used for the GEC and Pro Shop grounds to maintain mowing and leaf removal.	\$ 16,500.00	\$ -	\$ -	N
4	5620	N/A	New Addition	N/A	N/A	N/A				N	1	Range Ball Vending Machine	With the relocation of the Pro Shop, it is very inconvenient for customers to have to travel to Pro Shop to purchase range balls. This vending machine will be placed near the driving range for the ease and convenience of our clientele.	\$ 13,000.00	\$ -	\$ -	N
5	5837	N/A	New Addition	N/A	N/A	N/A				N		Storage area for Range Ball Vending Machine	It is best if this machine is kept under a cover - it does not need to be entirely enclosed.	\$ 8,000.00	\$ -	\$ -	N
6	5837	N/A	New Addition	N/A	N/A	N/A				N		Reshingle and wall up what used to be a picnic shelter.	This would serve as a place to store fertilizers and seed and other materials that will not fit in the maintenance building.	\$ 7,000.00	\$ -	\$ -	N
7	5920	N/A	New Addition	N/A	N/A	N/A				N	1	82.5 yards of concrete + labor to finish the road behind the Driving Range Tee	This would complete this project; should City decide to use in-house labor (Public Works), deduct \$5,000 from request	\$ 14,600.00	\$ -	\$ -	N
8																\$ -	
9																	
10																	
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 86,193.02	\$ 12,000.00	\$ 12,000.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1	Landscape Conf. & Trade Show (Doug)		\$ 40.00	\$ 40.00	\$ 40.00	
2	Cert. Program to Advance Golf Exec. Management (Obie)		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
3	CGCSA Trade Show / Seminar		\$ 435.00	\$ 435.00	\$ 435.00	
4	Nash CC		\$ 30.00	\$ 30.00	\$ 30.00	
5	PGA Conference / Trade Show / Meetings		\$ 500.00	\$ 500.00	\$ 500.00	
6	Expenditures as of March 9, 2020	\$ 435.00				
7	Per CM/ACM cut Training			\$ (1,000.00)	\$ (1,000.00)	
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 435.00</b>	<b>\$ 2,505.00</b>	<b>\$ 1,505.00</b>	<b>\$ 1,505.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1	CGCSA Conf. & Trade Show (Doug)		\$ 750.00	\$ 750.00	\$ 750.00	
2	PGA Show/Conferences/Annual Meetings (Obie)	\$ 560.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
3						
4	Expenditures as of March 9, 2020	\$ 3,021.66				
5	Per CM/ACM 5/19/20 cut Travel			\$ (1,000.00)	\$ (1,000.00)	
6						
7						
8						
9						
10						
	<b>Total - 3121 Travel</b>	<b>\$ 3,581.66</b>	<b>\$ 2,750.00</b>	<b>\$ 1,750.00</b>	<b>\$ 1,750.00</b>	



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1	Contracted light cleaning - Wayne Opportunity Center	\$ 1,443.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	
2	Printer/Copier - lease and maintenance agreement		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
3						
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 3914 Contract Services</b>	<b>\$ 1,443.00</b>	<b>\$ 4,000.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,500.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 11-General Fund				Dept. Head-Felicia Brown			
Dept #: Parks & Recreation - 7461							
Division: Golf Course - 7461							
Account: 4911 Subscriptions							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1		Newspaper subscription	\$ 175.00	\$ 300.00	\$ 200.00	\$ 200.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 4911 Subscriptions	\$ 175.00	\$ 300.00	\$ 200.00	\$ 200.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 06/17/20	Finance Notes
1	PGA Fees (Obie)	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	
2	Carolina Golf Course Superintendents Association (Joe)		\$ 200.00	\$ 200.00	\$ 200.00	
3	CGCSA (Doug)		\$ 100.00	\$ 100.00	\$ 100.00	
4	Expenditures as of March 9, 2020	\$ 1,397.29				
5	USGA		\$ 150.00	\$ 150.00	\$ 150.00	
6	Carolina Golf Association		\$ 350.00	\$ 350.00	\$ 350.00	
7	State of NC Beverage Licences	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	
8						
9						
10						
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 3,147.29</b>	<b>\$ 2,550.00</b>	<b>\$ 2,550.00</b>	<b>\$ 2,550.00</b>	



EXPENDITURE SHEET Fiscal Year FY20-21											
Fund: 11-General Fund		Dept. Head									
Dept #: 7310 Special Expense		~ = Division by Zero									
Division: 7310 ~		* = Change < \$500									
		Purple Cell-Finance Input									
	Object of Expenditure	FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$ 102,981.51	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1860	Worker's Compensation	\$ 30,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 132,981.51	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3599	Storm Damage Cleanup	\$ 18,235.00	\$ -	\$ 7,523.95	\$ 14,821.00	\$ -	*	\$ -	*	\$ -	*
4543	Insurance Deductible Claims	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4801	Econ Devel Incent-Alta Foods	\$ -	\$ -		\$ -	\$ -	*	\$ -	*	\$ -	*
4909	Land Lease Payable (Farms)	\$ 11,156.33	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4910	Property Taxes - DGDC	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
4913	Institute Of Government	\$ 24,394.00	\$ 14,300.00	\$ 14,300.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4914	League Of Municipalities	\$ 26,038.00	\$ 27,000.00	\$ 27,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4916	Chamber Of Commerce	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
4917	Wayne County Alliance	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
4918	National League Of Cities	\$ 3,355.74	\$ 3,300.00	\$ 3,300.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4920	Arbitrage Rebate Fees	\$ 2,013.46			\$ -	\$ -	*	\$ -	*	\$ -	*
4932	Literacy Connections of Wayne Co.	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	50.00%	\$ 9,000.00	-10.00%	\$ 9,000.00	-10.00%
4970	Economic Incentive Funding	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4978	Annex Fire Contracts	\$ 28,345.13			\$ -	\$ -	*	\$ -	*	\$ -	*
4980	Rebuilding Broken Places	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00	-13.33%	\$ 13,500.00	-10.00%	\$ 13,500.00	-10.00%
4981	HGDC Community Crisis Center	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	200.00%	\$ 4,500.00	-10.00%	\$ 4,500.00	-10.00%
6993	Boys and Girls Club Donation	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	0.00%	\$ 13,500.00	-10.00%	\$ 13,500.00	-10.00%
6994	Arts Council	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 35,000.00	40.00%	\$ 22,500.00	-10.00%	\$ 22,500.00	-10.00%
9919	Agency Support-New Requests	\$ -	\$ -	\$ -	\$ -	\$ 42,500.00	~	\$ -	*	\$ -	*
9920	Wayne County Schools-PEG Distrib	\$ 27,027.04	\$ -	\$ -	\$ 27,339.00	\$ 27,400.00	~	\$ 27,400.00	~	\$ 27,400.00	~
9933	WAGES	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 18,000.00	-10.00%	\$ 18,000.00	-10.00%
9937	WATCH Donation	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 50,000.00	150.00%	\$ 18,000.00	-10.00%	\$ 18,000.00	-10.00%
9947	Museum	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 17,000.00	13.33%	\$ 13,500.00	-10.00%	\$ 13,500.00	-10.00%
9952	Communities In Schools Inc	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	33.33%	\$ 13,500.00	-10.00%	\$ 13,500.00	-10.00%
9972	Mental Health Association		\$ -	\$ -	\$ 12,000.00	\$ 12,000.00	~	\$ 12,000.00	~	\$ 12,000.00	~
9979	Waynesborough Park Donation	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 25,000.00	25.00%	\$ 18,000.00	-10.00%	\$ 18,000.00	-10.00%
9980	Goldsboro/Wayne Trans Authority	\$ 259,716.85	\$ 303,129.00	\$ 303,129.00	\$ 303,129.00	\$ 378,129.00	24.74%	\$ 200,000.00	-34.02%	\$ 200,000.00	-34.02%
9982	MIP (Mephibosheth Project Inc) Allo	\$ 4,892.90	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 12,000.00	140.00%	\$ 4,500.00	-10.00%	\$ 4,500.00	-10.00%
9996	WISH Donation	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	20.00%	\$ 9,000.00	-10.00%	\$ 9,000.00	-10.00%
	Total Operating Expenditures	\$ 605,174.45	\$ 567,729.00	\$ 575,252.95	\$ 577,289.00	\$ 754,029.00	32.81%	\$ 441,900.00	-22.16%	\$ 441,900.00	-22.16%
5068	Streetscape Project	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5233	Multi Sports Complex	\$ 53,708.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5401	Administrative Car	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5566	Park Signs	\$ 15,371.20			\$ -	\$ -	*	\$ -	*	\$ -	*
5732	T.C. Coley(Formerly WA Foster)	\$ 9,599.82			\$ -	\$ -	*	\$ -	*	\$ -	*
5947	Sidewalks	\$ 20,339.35			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 99,018.37	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund		Dept. Head							
Dept #:		7310      Special Expense		~ = Division by Zero							
Division:		7310      ~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ    % Incr/(Decr)
7100	Bond Principal	\$    345,863.00			\$       -	\$       -	*	\$       -	*	\$       -	*
7132	Recreation Center Loan Payment	\$    505,478.40			\$       -	\$       -	*	\$       -	*	\$       -	*
7160	Lease Purchase Payment	\$ 1,896,612.70			\$       -	\$       -	*	\$       -	*	\$       -	*
7161	City Hall Loan Payment	\$    471,205.56			\$       -	\$       -	*	\$       -	*	\$       -	*
7164	Paramount Loan Payment	\$    409,275.48			\$       -	\$       -	*	\$       -	*	\$       -	*
7165	Streetscape Debt Svc	\$    71,894.88			\$       -	\$       -	*	\$       -	*	\$       -	*
7167	Tiger Match/Settlement Loan	\$    350,876.60			\$       -	\$       -	*	\$       -	*	\$       -	*
7168	Police Settlement Payment	\$    196,052.50			\$       -	\$       -	*	\$       -	*	\$       -	*
7169	County Regional Loan (Wayne)	\$    127,375.20			\$       -	\$       -	*	\$       -	*	\$       -	*
7171	Police Evidence Loan	\$           -			\$       -	\$       -	*	\$       -	*	\$       -	*
7200	Bond Interest	\$    378,079.22			\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Debt Service	\$ 4,752,713.54	\$       -	\$       -	\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Special Expense~ Budget	\$ 5,589,887.87	\$ 567,729.00	\$ 575,252.95	\$ 577,289.00	\$ 754,029.00	32.81%	\$ 441,900.00	-22.16%	\$ 441,900.00	-22.16%

JUSTIFICATION SHEET Fiscal Year FY20-21			Blue Font - Detail Schedule Requested				
Fund: 11-General Fund			Green Cell - Department Input				
Dept #: Special Expense - 7310							
Division: ~ - 7310							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1834	City's Portion Retiree Health Insur		Retiree Health Insurance Benefit per Personnel Policy - approx 12 retirees - Moved to 11-7315.	\$ -	\$ -	\$ -	\$ -
1860	Worker's Compensation			\$ -	\$ -	\$ -	\$ -
<b>Total Salaries &amp; Benefits</b>				\$ -	\$ -	\$ -	\$ -
1991	Consultant Fees			\$ -	\$ -	\$ -	\$ -
3599	Storm Damage Cleanup			\$ 14,821.00	\$ -	\$ -	\$ -
4543	Insurance Deductible Claims		Reserve for potential claims. City's deductible is \$10K for most claims. Moved to 11-7315	\$ -	\$ -	\$ -	\$ -
4801	Econ Devel Incent-Alta Foods		Moved to 11-7315	\$ -	\$ -	\$ -	\$ -
4909	Land Lease Payable (Farms)		Rent proceeds owed to Wayne County for their 50% portion of shared farm leases. Funded with Land Lease Revenue. Moved to 11-7315	\$ -	\$ -	\$ -	\$ -
4910	Property Taxes - DGDC			\$ -	\$ -	\$ -	\$ -
4912	Fees & Dues	Y		\$ -	\$ -	\$ -	\$ -
4913	Institute Of Government		UNC School of Government \$10,000; School of Government Foundation \$4,252	\$ -	\$ -	\$ -	\$ -
4914	League Of Municipalities		NC League of Municipalities	\$ -	\$ -	\$ -	\$ -
4916	Chamber Of Commerce		Wayne Co Chamber - Membership Investment \$15,000 and various Chamber sponsorships \$5,000	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4917	Wayne County Alliance		Wayne County Development Alliance membership Moved to 11-7315	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
4918	National League Of Cities		National League of Cities membership Moved to 11-7315	\$ -	\$ -	\$ -	\$ -
4920	Arbitrage Rebate Fees		Moved to 11-8111	\$ -	\$ -	\$ -	\$ -
4932	Literacy Connections of Wayne Co.		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 10,000.00	\$ 15,000.00	\$ 9,000.00	\$ 9,000.00
4970	Economic Incentive Funding		Moved to 11-7315	\$ -	\$ -	\$ -	\$ -
4978	Annex Fire Contracts		None	\$ -	\$ -	\$ -	\$ -
4980	Rebuilding Broken Places		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 15,000.00	\$ 13,000.00	\$ 13,500.00	\$ 13,500.00
4981	HGDC Community Crisis Center		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 5,000.00	\$ 15,000.00	\$ 4,500.00	\$ 4,500.00
6993	Boys and Girls Club Donation		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 15,000.00	\$ 15,000.00	\$ 13,500.00	\$ 13,500.00
6994	Arts Council		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 25,000.00	\$ 35,000.00	\$ 22,500.00	\$ 22,500.00

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

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
9919	Agency Support-New Requests		New Requests- Three In One Family Center (\$40,000); A Drummers World Drumline performing Arts School (\$2,500.00) - Agencies did not respond to request for required information. Per CM since no funding request FY20 and no response, reduce to -0-.	\$ -	\$ 42,500.00	\$ -	\$ -
9920	Wayne County Schools-PEG Distrib		Contracted Agency Support - Funded by State Revenues	\$ 27,339.00	\$ 27,400.00	\$ 27,400.00	\$ 27,400.00
9933	WAGES		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00
9937	WATCH Donation		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 20,000.00	\$ 50,000.00	\$ 18,000.00	\$ 18,000.00
9947	Museum		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 15,000.00	\$ 17,000.00	\$ 13,500.00	\$ 13,500.00
9952	Communities In Schools Inc		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 15,000.00	\$ 20,000.00	\$ 13,500.00	\$ 13,500.00
9972	Mental Health Association		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
9979	Waynesborough Park Donation		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 20,000.00	\$ 25,000.00	\$ 18,000.00	\$ 18,000.00
9980	Goldsboro/Wayne Trans Authority		Contracted Agency Support includes Capital Request; Per email from CM, GWTA cut \$178,129 due to additional federal funding.	\$ 303,129.00	\$ 378,129.00	\$ 200,000.00	\$ 200,000.00
9982	MIP (Mephibosheth Project Inc) Allo		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 5,000.00	\$ 12,000.00	\$ 4,500.00	\$ 4,500.00
9996	WISH Donation		Contracted Agency Support-Per CM FY21 request at FY20 funding levels	\$ 10,000.00	\$ 12,000.00	\$ 9,000.00	\$ 9,000.00
<b>Total Operating Expenditures</b>				<b>\$ 577,289.00</b>	<b>\$ 754,029.00</b>	<b>\$ 441,900.00</b>	<b>\$ 441,900.00</b>
5068	Streetscape Project						
5233	Multi Sports Complex						
5401	Administrative Car						
5566	Park Signs						
5732	T.C. Coley(Formerly WA Foster)						
5947	Sidewalks						
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
7100	Bond Principal						
7132	Recreation Center Loan Payment						
7160	Lease Purchase Payment						
7161	City Hall Loan Payment						
7164	Paramount Loan Payment						



<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Special Expense - 7310</b>					
<b>Division:</b>		<b>~ - 7310</b>					
		<b>Dept. Head-</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
7165	Streetscape Debt Svc						
7167	Tiger Match/Settlement Loan						
7168	Police Settlement Payment						
7169	County Regional Loan (Wayne)						
7171	Police Evidence Loan						
7200	Bond Interest						
<b>Total Debt Service</b>				\$ -	\$ -	\$ -	\$ -
<b>Total Special Expense~ Budget</b>				\$ 577,289.00	\$ 754,029.00	\$ 441,900.00	\$ 441,900.00



EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		11-General Fund			Dept. Head						
Dept #:		7315	Non-Recurring Capital Outlay			~ = Division by Zero					
Division:		7315	~			* = Change < \$500					
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ    % Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$       -	\$       -	\$       -	\$    119,700.00	\$    110,963.00	~	\$    110,963.00	~	\$    110,963.00	~
	<b>Total Salaries &amp; Benefits</b>	\$       -	\$       -	\$       -	\$    119,700.00	\$    110,963.00	~	\$    110,963.00	~	\$    110,963.00	~
4543	Insurance Deductible Claims	\$       -	\$       -	\$       -	\$    10,000.00	\$    10,000.00	~	\$    10,000.00	~	\$    10,000.00	~
4801	Economic Development Incentive-Alta Foods	\$       -	\$       -	\$       -	\$    5,000.00	\$    5,000.00	~	\$    5,000.00	~	\$    5,000.00	~
4802	Economic Development Incentive-WNB Landlords	\$       -	\$       -	\$       -	\$           -	\$    200,000.00	~	\$    200,000.00	~	\$    200,000.00	~
4803	Economic Development Incentive-Stromberg Foods	\$       -	\$       -	\$       -	\$           -	\$    5,222.00	~	\$    5,222.00	~	\$    5,222.00	~
4804	Economic Development Incentive-Michael Aram	\$       -	\$       -	\$       -	\$           -	\$    17,000.00	~	\$    17,000.00	~	\$    17,000.00	~
4805	Economic Development Incentive-Atlantic Casualty	\$       -	\$       -	\$       -	\$           -	\$    9,100.00	~	\$    9,100.00	~	\$    9,100.00	~
4909	Land Lease Payable (Farms)	\$       -	\$       -	\$       -	\$    10,000.00	\$    10,000.00	~	\$    10,000.00	~	\$    10,000.00	~
4910	Property Taxes - DGDC	\$       -	\$       -	\$       -	\$    228.00	\$    250.00	*	\$    250.00	*	\$    250.00	*
4913	Institute Of Government	\$       -	\$       -	\$       -	\$    14,252.00	\$    14,300.00	~	\$    14,300.00	~	\$    14,300.00	~
4914	League Of Municipalities	\$       -	\$       -	\$       -	\$    25,412.00	\$    25,500.00	~	\$    25,500.00	~	\$    25,500.00	~
4918	National League Of Cities	\$       -	\$       -	\$       -	\$    3,419.00	\$    3,450.00	~	\$    3,450.00	~	\$    3,450.00	~
	<b>Total Operating Expenditures</b>	\$       -	\$       -	\$       -	\$    68,311.00	\$    299,822.00	~	\$    299,822.00	~	\$    299,822.00	~
5922	Driving Range Effluent Irrigation	\$       -	\$    80,000.00	\$    80,000.00	\$           -	\$           -	*	\$           -	*	\$           -	*
5927	Passenger Shelter	\$       -	\$    25,000.00	\$    25,000.00	\$    13,433.12	\$           -	*	\$           -	*	\$           -	*
	<b>Total Capital Outlay</b>	\$       -	\$    105,000.00	\$    105,000.00	\$    13,433.12	\$           -	*	\$           -	*	\$           -	*
					\$           -	\$           -	*	\$           -	*	\$           -	*
	<b>Total Debt Service</b>	\$       -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
	<b>Total Non-Recurring Capital Outlay-- Budget</b>	\$       -	\$    105,000.00	\$    105,000.00	\$    201,444.12	\$    410,785.00	291.22%	\$    410,785.00	291.22%	\$    410,785.00	291.22%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Non-Recurring Capital Outlay - 7315					
Division:		~ - 7315					
		Dept. Head-					
				</			

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

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>11-General Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Transfers &amp; Shared Services - 8101</b>					
<b>Division:</b>		<b>~ - 8101</b>					
		<b>Dept. Head-</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1276	Salary Reserve		Rough estimate of 2% Raise + 35% benefits as placeholder in Dept Request	\$ -	\$ 500,000.00	\$ -	\$ -
1860	Worker's Compensation		Reserve for Worker's comp Claims.	\$ 150,000.00	\$ 150,000.00	\$ -	\$ -
<b>Total Salaries &amp; Benefits</b>				<b>\$ 150,000.00</b>	<b>\$ 650,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
81003	Transfer to Capital Projects		FY20 - Transfer for Tiger Project (R1103) \$558,658 as adopted; Transfer for Tiger Project (R1103) funding for Stage at Hub \$100,000. FY21-Funding for Tiger Grant R1103 \$200,000, cut to balance budget.	\$ 658,658.00	\$ 200,000.00	\$ 10,017.00	\$ 10,017.00
81004	Transfer to Special Revenue Fund		None expected for FY21	\$ -	\$ -	\$ -	\$ -
81005	Transfer to Capital Reserve Fund			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<b>Total Transfers</b>				<b>\$ 659,658.00</b>	<b>\$ 201,000.00</b>	<b>\$ 11,017.00</b>	<b>\$ 11,017.00</b>
					\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Transfers &amp; Shared Services-~ Budget</b>				<b>\$ 809,658.00</b>	<b>\$ 851,000.00</b>	<b>\$ 11,017.00</b>	<b>\$ 11,017.00</b>

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

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Debt Service - 8111					
Division:		~ - 8111					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4920	Arbitrage Rebate Fees		Bingham Arbitrage Services - 001-E \$13M \$900; 007-G \$9.1M \$900; 019-GE \$7.5M \$1300; 020-G \$12.9M \$1300; 025-G \$5.3M \$1300; 026-G \$4.5M \$1300; 032-G \$11.7M \$1300	\$ 6,100.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00
	Total Operating Expenditures			\$ 6,100.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00
					\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		Per Debt Service Schedules	\$ 686,626.00	\$ 699,320.00	\$ 699,320.00	\$ 699,320.00
7130	Golf Course Loan Repayment		Correct D#004-GE, #019-GE & 021-GE splits incorrect. Analysis workpaper Reconcile D 004-GE 019-GE 021-GE to Loan Docs.xlsx. This account is just a place holder. Cfg 4/26/2020 6:53 PM	\$ 694,527.00	\$ -	\$ -	\$ -
7131	Golf Course Equipment Loan		Per Debt Service Schedules	\$ 42,065.00	\$ 56,086.00	\$ 56,086.00	\$ 56,086.00
7132	Recreation Center Loan Payment		Per Debt Service Schedules	\$ 641,336.00	\$ 627,193.00	\$ 627,193.00	\$ 627,193.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 1,963,029.00	\$ 1,646,833.00	\$ 1,290,958.00	\$ 1,290,958.00
7161	City Hall Loan Payment		Per Debt Service Schedules	\$ 444,848.00	\$ 378,172.00	\$ 378,172.00	\$ 378,172.00
7164	Paramount Loan Payment		Per Debt Service Schedules	\$ 299,821.00	\$ 201,831.00	\$ 201,831.00	\$ 201,831.00
7165	Streetscape Debt Svc		Per Debt Service Schedules	\$ 69,345.00	\$ 66,432.00	\$ 66,432.00	\$ 66,432.00
7167	Tiger Match/Settlement Loan		Per Debt Service Schedules	\$ 343,228.00	\$ 335,579.00	\$ 335,579.00	\$ 335,579.00
7168	Police Settlement Payment		Per Debt Service Schedules	\$ 193,418.00	\$ 190,145.00	\$ 190,145.00	\$ 190,145.00
7171	Police Evidence Loan		Per Debt Service Schedules	\$ 512,645.00	\$ 522,693.00	\$ 522,693.00	\$ 522,693.00
7172	Herman Park Center Loan		Per Debt Service Schedules; Remove Mgr Recomm. Cfg 5/17/2020 10:10 AM	\$ -	\$ 1,140,721.00	\$ -	\$ -
7173	SJAFB Comm Refuse Eq Loan		Per Debt Service Schedules	\$ 68,420.00	\$ 68,526.00	\$ 68,526.00	\$ 68,526.00
7200	Bond Interest		Per Debt Service Schedules	\$ 447,949.00	\$ 413,957.00	\$ 413,957.00	\$ 413,957.00
	Total Debt Service			\$ 6,407,257.00	\$ 6,347,488.00	\$ 4,850,892.00	\$ 4,850,892.00
	Total Debt Service-~ Budget			\$ 6,413,357.00	\$ 6,354,888.00	\$ 4,858,292.00	\$ 4,858,292.00



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

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

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8269	Stormwater Fee		See Utility Sales Trends excel spreadsheet. Current \$1,160,678. FY19 \$1,505,208. Ref excel sheet Utility Sales Trends FY2021.xlsx. Cfg 4/26/2020 4:27 PM	\$ 1,505,208.00	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,500,000.00
	<b>Total-Charges for Services-0004</b>			<b>\$ 1,505,208.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 1,500,000.00</b>	<b>\$ 1,500,000.00</b>
8180	Investment Interest		Per Quarterly Interest Income Allocation.xlsx analysis. Cfg 4/26/2020 4:27 PM	\$ 8,375.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
8267	Loan Proceeds		Street Sweeper \$267K	\$ -	\$ 267,600.00	\$ 267,600.00	\$ 267,600.00
	<b>Total-Capital Returns-0005</b>			<b>\$ 8,375.00</b>	<b>\$ 275,600.00</b>	<b>\$ 275,600.00</b>	<b>\$ 275,600.00</b>
8583	Fund Balance Withdrawal						
	<b>Total-Fund Balance Withdrawal-0009</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Revenues</b>			<b>\$ 1,513,583.00</b>	<b>\$ 1,775,600.00</b>	<b>\$ 1,775,600.00</b>	<b>\$ 1,775,600.00</b>

## **FISCAL YEAR 2020-21 BUDGET**

### **DEPARTMENT/DIVISION: PUBLIC WORKS/ STORM WATER**

#### **DEPARTMENT OVERVIEW:**

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

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

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

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

- Acquiring sufficient personnel, equipment and maintenance materials to effectively maintain and repair an aging and neglected Stormwater infrastructure system
- Prioritizing and balancing cost between in-house and contracted Stormwater projects
- Funding to map and assess the City's entire Stormwater conveyance infrastructure system—currently nonexistent



BUDGET SHEET											
Fiscal Year FY20-21											
Fund: 15-Stormwater Fund		Dept. Head Rick Fletcher									
Dept #: 4137 Public Works		~ = Division by Zero									
Division: 4137 Stormwater		* = Change < \$500									
		Purple Cell-Finance Input									
							FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)		FY19-20 Adopted V. SUB % Δ Incr/(Decr)		FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request		FY20-21 Manager Recommend. 6/1/20		FY20-21 Adopted 6/17/20	
1210	Salaries & Wages Regular	\$ 363,502.38	\$ 394,981.00	\$ 394,981.00	\$ 350,102.54	\$ 423,974.99	7.34%	\$ 430,874.96	9.09%	\$ 430,874.96	9.09%
1220	Salaries & Wages Overtime	\$ 9,641.76	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
1274	Call Duty Pay	\$ 3,357.14	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,169.07	\$ -	\$ -	\$ 3,507.66	\$ 4,956.00	~	\$ 4,956.00	~	\$ 4,956.00	~
1276	Salary Reserve	\$ -	\$ 7,292.00	\$ 7,292.00	\$ 7,292.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,742.54	\$ -	\$ -	\$ 3,600.00	\$ 3,600.00	~	\$ 3,600.00	~	\$ 3,600.00	~
1280	Vacation Pay Out		\$ -	\$ -	\$ 5,281.57	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 27,555.27	\$ 30,924.00	\$ 30,924.00	\$ 28,996.08	\$ 33,796.25	9.29%	\$ 34,324.09	10.99%	\$ 34,324.09	10.99%
1821	NCLGERS-Retirement	\$ 30,067.71	\$ 36,462.00	\$ 36,462.00	\$ 38,471.93	\$ 44,840.77	22.98%	\$ 45,541.12	24.90%	\$ 45,810.33	25.64%
1822	401-K Retirement	\$ 13,467.89	\$ 16,169.00	\$ 16,169.00	\$ 15,161.35	\$ 17,671.24	9.29%	\$ 17,947.24	11.00%	\$ 17,947.24	11.00%
1830	Hospital Insurance	\$ 56,805.12	\$ 63,600.00	\$ 63,600.00	\$ 78,480.00	\$ 78,480.00	23.40%	\$ 78,480.00	23.40%	\$ 78,480.00	23.40%
1835	Group Term Life Insurance Coverage	\$ 349.34	\$ -	\$ -	\$ 381.60	\$ 419.76	*	\$ 419.76	*	\$ 419.76	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 187.00	*	\$ 187.00	*	\$ 187.00	*
1860	Worker's Compensation	\$ 16,149.81	\$ 670.00	\$ 670.00	\$ 20,030.00	\$ 690.00	2.99%	\$ 690.00	2.99%	\$ 690.00	2.99%
	Total Salaries & Benefits	\$ 526,808.03	\$ 559,348.00	\$ 559,348.00	\$ 560,554.73	\$ 617,866.01	10.46%	\$ 626,270.17	11.96%	\$ 626,539.38	12.01%
1932	Medical Exams	\$ 210.00	\$ -	\$ -	\$ 121.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
1991	Consultant Fees	\$ 10,100.00	\$ 13,000.00	\$ 13,000.00	\$ -	\$ 19,000.00	46.15%	\$ 19,000.00	46.15%	\$ 19,000.00	46.15%
2121	Uniforms	\$ 5,866.27	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	0.00%	\$ 6,250.00	0.00%	\$ 6,250.00	0.00%
2123	Protective Clothing	\$ 1,746.63	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%
2124	Shoes-Steel Toe	\$ 899.99	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,320.00	32.00%	\$ 1,320.00	32.00%	\$ 1,320.00	32.00%
2203	Employee Appreciation	\$ -	\$ -	\$ -	\$ -	\$ 176.00	*	\$ 176.00	*	\$ 176.00	*
2323	Other Training	\$ 3,526.25	\$ 3,180.00	\$ 3,180.00	\$ 5,680.00	\$ 5,600.00	76.10%	\$ 5,600.00	76.10%	\$ 5,600.00	76.10%
2501	Vehicle Operation/Maintenance	\$ 70,748.32	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%
2502	Vehicle Fuel	\$ 28,575.18	\$ 35,000.00	\$ 35,000.00	\$ 20,000.00	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%	\$ 35,000.00	0.00%
2993	Operational Supplies	\$ 22,692.78	\$ 70,000.00	\$ 70,000.00	\$ 45,000.00	\$ 70,000.00	0.00%	\$ 61,596.00	-12.01%	\$ 61,326.79	-12.39%
2994	Tools	\$ 5,412.84	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
3121	Travel	\$ 314.36	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3210	Telephone	\$ 1,363.26	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00	0.00%	\$ 2,820.00	0.00%	\$ 2,820.00	0.00%
3410	Printing	\$ 40.00	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
3522	Machine/Equipment Maintenance	\$ 10,112.49	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3592	Maintenance Materials	\$ 38,128.95			\$ -	\$ -	*	\$ -	*	\$ -	*
3594	Concrete Repairs	\$ 5,352.37	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
3913	Landfill Charges	\$ 44,427.14	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
3914	Contract Services		\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%
3950	Education Reimbursement	\$ -	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 2,500.00	127.27%	\$ 2,500.00	127.27%	\$ 2,500.00	127.27%
3994	Tree Service	\$ 6,100.00	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
4221	Software License Fees	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 17,000.00	~	\$ 17,000.00	~	\$ 17,000.00	~
4521	Auto Liability	\$ 440.00	\$ 462.00	\$ 462.00	\$ 650.00	\$ 681.00	47.40%	\$ 681.00	47.40%	\$ 681.00	47.40%
4541	Employee Personal Liability	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	*	\$ 16.00	*	\$ 16.00	*
4912	Fees & Dues	\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 600.00	200.00%	\$ 600.00	200.00%	\$ 600.00	200.00%
4996	Finance	\$ 45,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
9927	Contingency Appropriation	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*

FIGURE SHEET		Fiscal Year FY20-21										
Fund:	15-Stormwater Fund		Dept. Head	Rick Fletcher								
Dept #:	4137	Public Works	~ = Division by Zero									
Division:	4137	Stormwater	* = Change < \$500									
			Purple Cell-Finance Input									
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
9970	Depreciation Expense		\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures		\$ 301,222.83	\$ 336,128.00	\$ 338,128.00	\$ 261,087.00	\$ 364,363.00	8.40%	\$ 355,959.00	5.90%	\$ 355,689.79	5.82%
5150	Excavator		\$ 607.00	\$ 74,000.00	\$ 74,000.00	\$ 72,523.60	\$ -	*	\$ -	*	\$ -	*
5200A	Technology Lease-FY21		\$ 607.00	\$ 74,000.00	\$ 74,000.00	\$ -	\$ 1,566.00	-97.88%	\$ 1,566.00	-97.88%	\$ 1,566.00	-97.88%
5219	Network Equipment						\$ -	*	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck		\$ 32,086.67			\$ -	\$ -	*	\$ -	*	\$ -	*
5474	Dump Truck		\$ -	\$ -	\$ 75,702.00	\$ 75,702.00	\$ -	*	\$ -	*	\$ -	*
5490	Street Sweeper		\$ -	\$ -	\$ -	\$ -	\$ 267,600.00	~	\$ 267,600.00	~	\$ 267,600.00	~
5672	Utility Trailer		\$ 5,680.45			\$ -	\$ -	*	\$ -	*	\$ -	*
5673	Tiller		\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5678	Snow Plow		\$ -	\$ -	\$ 23,530.00	\$ 23,530.00	\$ -	*	\$ -	*	\$ -	*
5991	Storm Drainage Improvements		\$ -	\$ 226,688.00	\$ 226,688.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 38,981.12	\$ 374,688.00	\$ 473,920.00	\$ 171,755.60	\$ 269,166.00	-28.16%	\$ 269,166.00	-28.16%	\$ 269,166.00	-28.16%
7160	Lease Purchase Payment		\$ 124,897.10			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service		\$ 124,897.10	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Stormwater Budget		\$ 991,909.08	\$ 1,270,164.00	\$ 1,371,396.00	\$ 993,397.33	\$ 1,251,395.01	-1.48%	\$ 1,251,395.17	-1.48%	\$ 1,251,395.17	-1.48%

ION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested Green Cell - Department Input			
Fund:		15-Stormwater Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 4137					
Division:		Stormwater - 4137					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		FTE's 11.5	\$ 350,102.54	\$ 423,974.99	\$ 430,874.96	\$ 430,874.96
1220	Salaries & Wages Overtime			\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1274	Call Duty Pay		\$125.00 per week x 26 weeks/year split with 4134	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus		12 employees x \$413.00	\$ 3,507.66	\$ 4,956.00	\$ 4,956.00	\$ 4,956.00
1276	Salary Reserve			\$ 7,292.00			
1278	Wellness Earnings		12 employees x \$300.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1280	Vacation Pay Out		No anticipated retirements FY2021	\$ 5,281.57	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 28,996.08	\$ 33,796.25	\$ 34,324.09	\$ 34,324.09
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 38,471.93	\$ 44,840.77	\$ 45,541.12	\$ 45,810.33
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 15,161.35	\$ 17,671.24	\$ 17,947.24	\$ 17,947.24
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 381.60	\$ 419.76	\$ 419.76	\$ 419.76
1850	Unemployment Compensation		Provided by Finance		\$ 187.00	\$ 187.00	\$ 187.00
1860	Worker's Compensation		Provided by Finance	\$ 20,030.00	\$ 690.00	\$ 690.00	\$ 690.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 560,554.73</b>	<b>\$ 617,866.01</b>	<b>\$ 626,270.17</b>	<b>\$ 626,539.38</b>
1932	Medical Exams			\$ 121.00	\$ 300.00	\$ 300.00	\$ 300.00
1991	Consultant Fees	Y	Engineering requests this	\$ -	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
2121	Uniforms		Funds to provide for 10 employees and one supervisor.	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
2123	Protective Clothing		Funds to purchase PPE such as rain boots, gloves, respirators, goggles, etc.	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
2124	Shoes-Steel Toe		Funds to purchase the required steel-toed safety shoes for division employees. @ \$110.00 each	\$ 1,000.00	\$ 1,320.00	\$ 1,320.00	\$ 1,320.00
2203	Employee Appreciation				\$ 176.00	\$ 176.00	\$ 176.00
2323	Other Training	Y	Funds for registration fees for various certification and continuing educational opportunities	\$ 5,680.00	\$ 5,600.00	\$ 5,600.00	\$ 5,600.00
2501	Vehicle Operation/Maintenance		Funds for the operation and maintenance of vehicles and equipment assigned to this division as listed below:	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
2502	Vehicle Fuel		Funds for the purchase of fuel for the vehicles assignd to the division. Based on current fuel consumption and low fuel prices.	\$ 20,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00

ION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested Green Cell - Department Input			
Fund:		15-Stormwater Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 4137					
Division:		Stormwater - 4137					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2993	Operational Supplies		Funds to purchase materials and supplies necessary for storm sewer maintenance operations. Items include, but are not limited to, storm sewer frame and grates, mortar, cement, pipes, asphalt, rock and backfill dirt and other supplies, etc. This may also include catch basins and manhole lids. Requested amount includes \$500 for CDL requirements, \$500 for Hepatitis B vaccines, and \$500 for fire extinguisher inspections. Also includes funds for the purchase of Herbicides WeedSeeker system and treatment of Storm Water ditch lines.	\$ 45,000.00	\$ 70,000.00	\$ 61,596.00	\$ 61,326.79
2994	Tools		Funds to purchase hand tools such as shovels, rakes, pitchforks, brooms, floats, trowels, axes, power tools, concrete tools, etc. used in the daily operations of the division.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3121	Travel	Y	Funds for travel expenses incurred by employees attending training and certification classes & workshops.	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3210	Telephone		Current budget adjusted for (3) iPhones to be used for supervisor, senior heavy equipment operator and the call-duty phone. Connection for (1) IPAD for the Jet-vac truck has also been added. (\$65 x 3 x 12 months = \$2340) (40 x 12 = 480)	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00
3410	Printing			\$ -	\$ 250.00	\$ 250.00	\$ 250.00
3522	Machine/Equipment Maintenance		Funds for the replacement of wearable components on equipment to include but not limited to JetVac hoses & nozzles, curtains & brooms for street sweepers.	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3592	Maintenance Materials		Combined with Operational Supplies				
3594	Concrete Repairs		Funds for the purchase of concrete, including environmental fees and fuel surcharges, for curb and gutter repairs and other miscellaneous concrete projects throughout the city related to Stormwater projects	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
3913	Landfill Charges		Funds for disposal of street sweeping, ditch clean out debris, and construction debris.	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
3914	Contract Services	Y	Funds to contract with a licensed trapper for the control of beavers and other aquatic animals from drainage ditches, streams.	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
3950	Education Reimbursement		Tuition Reimbursement for 1 employee	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00



<b>ION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>15-Stormwater Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 4137</b>					
<b>Division:</b>		<b>Stormwater - 4137</b>					
		<b>Dept. Head-Rick Fletcher</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3994	Tree Service		Funds to contract out large tree removal from ditch lines that have overgrown trees impeding water flow/equipment access.	\$ 25,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
4221	Software License Fees		Requested by IT & City Works Annual Maintenance	\$ 2,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
4521	Auto Liability		Provided by Finance	\$ 650.00	\$ 681.00	\$ 681.00	\$ 681.00
4541	Employee Personal Liability		Provided by Finance	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00
4912	Fees & Dues	Y		\$ 200.00	\$ 600.00	\$ 600.00	\$ 600.00
4996	Finance						
9927	Contingency Appropriation						
9970	Depreciation Expense						
<b>Total Operating Expenditures</b>				<b>\$ 261,087.00</b>	<b>\$ 364,363.00</b>	<b>\$ 355,959.00</b>	<b>\$ 355,689.79</b>
5150	Excavator			\$ 72,523.60	\$ -	\$ -	\$ -
5200A	Technology Lease-FY21			\$ -	\$ 1,566.00	\$ 1,566.00	\$ 1,566.00
5219	Network Equipment				\$ -	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck				\$ -	\$ -	\$ -
5474	Dump Truck			\$ 75,702.00	\$ -	\$ -	\$ -
5490	Street Sweeper				\$ 267,600.00	\$ 267,600.00	\$ 267,600.00
5672	Utility Trailer				\$ -	\$ -	\$ -
5673	Tiller				\$ -	\$ -	\$ -
5678	Snow Plow			\$ 23,530.00	\$ -	\$ -	\$ -
5991	Storm Drainage Improvements		Per Rick the \$225 FY20 won't be used on a project in FY20. Move to 15-8101 and Transfer to Stormwater Drainage Project Fund for future Projects.	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 171,755.60</b>	<b>\$ 269,166.00</b>	<b>\$ 269,166.00</b>	<b>\$ 269,166.00</b>
7160	Lease Purchase Payment		Provided by Finance				
<b>Total Debt Service</b>						\$ -	\$ -
<b>Total Public Works-Stormwater Budget</b>				<b>\$ 993,397.33</b>	<b>\$ 1,251,395.01</b>	<b>\$ 1,251,395.17</b>	<b>\$ 1,251,395.17</b>

CAPITAL OUTLAY		Fiscal Year FY20-21															
Fund:		15-Stormwater Fund		Dept. Head-Rick Fletcher													
Dept #:		Public Works - 4137															
Division:		Stormwater - 4137															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5490	E1007	2004 Tymco Street Sweeper	\$ 141,186.00	58,321		\$ 5,447.72	\$ 21,594.18	\$12,893.62	N	1	Global R4 Street Sweeper	Replace 16 yr old Tymco with mechanical issues	\$267,600.00	\$ 267,600.00	\$ 267,600.00	Y
2	5991	N/A	Storm Drainage Improvements	N/A	N/A	N/A							Leslie/Beech -stormwater under structure \$125K; Virginia Street (homeowner) \$350-\$400K - Catch basin by homeowner Virginia Street down to Murray; Randy said he thinks there was a grant involved. So maybe we pay the grant back, pay the homeowner for the house than try to do the repair. cfg 4/29/2020 11:48 AM Randy said we need to put something in the budget for Leslie/Beech and Virginia St in the budget and then if we cut it out.	\$ -	\$ -	\$ -	N
3	5200A	N/A	Computer Replacement Schedule	N/A	N/A	N/A				N	1	IT LEASE (Desktops,	Moved from GF(1030)-seq #30 Capital Outlay	\$ 1,566.00	\$ 1,566.00	\$ 1,566.00	N
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay				\$ 141,186.00		\$ -	\$ 5,447.72	\$ 21,594.18	\$ 12,893.62					\$ 269,166.00	\$ 269,166.00	\$ 269,166.00	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 15-Stormwater Fund</b>				<b>Dept. Head-Rick Fletcher</b>			
<b>Dept #: Public Works - 4137</b>							
<b>Division: Stormwater - 4137</b>							
<b>Account: 1991 Consultant Fees</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Annual Stormwater Reports-per Marty Anderson (Bill Savada does the reports)		\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	\$ -	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 2323 Other Training

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Storm water Hydrology course at NC State x 3 employees	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
2	Backhoe operations and safety training x 3 employees	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
3	Chemical Spill response OSHA Level II training x 3 employees	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
4	Pesticides License trainings and certifications	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	
5	APWA Annual Stormwater Conference fees (3 employees)	\$ -	\$ 900.00	\$ 900.00	\$ 900.00	
6	APWA Miscellances Courses (NC STATE LTAP)	\$ -	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	
7	Stormwater Management Training	\$ -	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
8		\$ 5,680.00				
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 5,680.00</b>	<b>\$ 5,600.00</b>	<b>\$ 5,600.00</b>	<b>\$ 5,600.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
Fund: 15-Stormwater Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 4137							
Division: Stormwater - 4137							
Account: 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Used to furnish meals/rental cars/lodging attending training	\$1,500.00	\$2,000.00	\$ 2,000.00	\$ 2,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3121 Travel</b>	<b>\$ 1,500.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 3914 Contract Services

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Fee for trapper of aquatic animal control for ditches/streams	\$3,600.00	\$3,600.00	\$ 3,600.00	\$ 3,600.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3914 Contract Services</b>	<b>\$ 3,600.00</b>	<b>\$ 3,600.00</b>	<b>\$ 3,600.00</b>	<b>\$ 3,600.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 15-Stormwater Fund

Dept. Head-Rick Fletcher

Dept #: Public Works - 4137

Division: Stormwater - 4137

Account: 4912 Fees &amp; Dues

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Pesticides and Collections 1 renewals 6@ \$50 ea		\$ 300.00	\$ 300.00	\$ 300.00	
2	Annual Stormwater permit fee for the PW Complex 2@\$83 ea		\$ 200.00	\$ 200.00	\$ 200.00	
3	Annual APWA renewal		\$ 100.00	\$ 100.00	\$ 100.00	
4		\$ 200.00				
5						
6						
7						
8						
9						
10						
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 200.00</b>	<b>\$ 600.00</b>	<b>\$ 600.00</b>	<b>\$ 600.00</b>	





EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:	15-Stormwater Fund			Dept. Head							
Dept #:	8101	Transfers & Shared Services			~ = Division by Zero						
Division:	8101	~			* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1276	Salary Reserve	\$ -	\$ -	\$ -	\$ -	\$ 8,176.00	~	\$ 8,176.00	~	\$ 8,176.00	~
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 8,176.00	~	\$ 8,176.00	~	\$ 8,176.00	~
81002	Transfer to Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 32,358.00	~	\$ 32,358.00	~	\$ 32,358.00	~
81003	Transfer to Capital Projects	\$ -	\$ -	\$ -	\$ 225,000.00	\$ 250,000.00	~	\$ 250,000.00	~	\$ 250,000.00	~
88102	Shared Services - General Fund	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 108,852.00	141.89%	\$ 108,852.00	141.89%	\$ 108,852.00	141.89%
	Total Transfers & Shared Services	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 270,000.00	\$ 391,210.00	769.36%	\$ 391,210.00	769.36%	\$ 391,210.00	769.36%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Transfers & Shared Services~ Budget	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 270,000.00	\$ 399,386.00	787.52%	\$ 399,386.00	787.52%	\$ 399,386.00	787.52%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>15-Stormwater Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Transfers &amp; Shared Services - 8101</b>					
<b>Division:</b>		<b>~ - 8101</b>					
		<b>Dept. Head-</b>					

	<b>Object of Expenditure</b>	<b>Sched?</b>	<b>Detailed Justification</b>	<b>Estimated Year End Jun 30</b>	<b>Department Request</b>	<b>Manager Recommend. 6/1/20</b>	<b>Adopted 6/17/20</b>
1276	Salary Reserve		Estimated for Cola/Merit	\$ -	\$ 8,176.00	\$ 8,176.00	\$ 8,176.00
0	<b>Total Salaries &amp; Benefits</b>			\$ -	\$ 8,176.00	\$ 8,176.00	\$ 8,176.00
81002	Transfer to Fund Balance		Residual to transfer to fund balance	\$ -	\$ 32,358.00	\$ 32,358.00	\$ 32,358.00
81003	Transfer to Capital Projects		FY20 Transfer to Stormwater Cap Project Fund (T2201) for Virginia Street or Other Named Project. \$225K; FY21 Transfer \$250K	\$ 225,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
88102	Shared Services - General Fund		Shared Services provided by General Fund	\$ 45,000.00	\$ 108,852.00	\$ 108,852.00	\$ 108,852.00
	<b>Total Transfers &amp; Shared Services</b>			\$ 270,000.00	\$ 391,210.00	\$ 391,210.00	\$ 391,210.00
					\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Debt Service</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Transfers &amp; Shared Services-~ Budget</b>			\$ 270,000.00	\$ 399,386.00	\$ 399,386.00	\$ 399,386.00

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		15-Stormwater Fund		Dept. Head							
Dept #:		8111    Debt Service		~ = Division by Zero							
Division:		8111    ~		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
					\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Operating Expenditures	\$       -	\$       -	\$       -	\$       -	\$       -	*	\$       -	*	\$       -	*
					\$       -	\$       -	*	\$       -	*	\$       -	*
	Total Capital Outlay	\$       -	\$       -	\$       -	\$       -	\$       -	*	\$       -	*	\$       -	*
7160	Lease Purchase Payment	\$       -	\$ 125,085.00	\$ 125,085.00	\$ 125,085.00	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%
	Total Debt Service	\$       -	\$ 125,085.00	\$ 125,085.00	\$ 125,085.00	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%
	Total Debt Service~ Budget	\$       -	\$ 125,085.00	\$ 125,085.00	\$ 125,085.00	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%	\$ 124,819.00	-0.21%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Dept. Head-		Blue Font - Detail Schedule Requested	
Fund:		15-Stormwater Fund				Green Cell - Department Input	
Dept #:		Debt Service - 8111					
Division:		~ - 8111					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
0	0						
	<b>Total Operating Expenditures</b>			\$ -	\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>			\$ -	\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 125,085.00	\$ 124,819.00	\$ 124,819.00	\$ 124,819.00
	<b>Total Debt Service</b>			\$ 125,085.00	\$ 124,819.00	\$ 124,819.00	\$ 124,819.00
	<b>Total Debt Service-~ Budget</b>			\$ 125,085.00	\$ 124,819.00	\$ 124,819.00	\$ 124,819.00

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:                    22-CDBG Fund			Dept. Head								
Dept #:                8101    Transfers CDBG			~ = Division by Zero								
Division:            8101    ~			* = Change < \$500								
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB   % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ   Incr/(Decr)
81002	Transfer to Fund Balance	\$           -	\$        800.00	\$        800.00	\$           -	\$        800.00	0.00%	\$        800.00	0.00%	\$        800.00	0.00%
	Total Transfers	\$           -	\$        800.00	\$        800.00	\$           -	\$        800.00	0.00%	\$        800.00	0.00%	\$        800.00	0.00%
					\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Capital Outlay	\$           -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
					\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Debt Service	\$           -	\$           -	\$           -	\$           -	\$           -	*	\$           -	*	\$           -	*
	Total Transfers CDBG~ Budget	\$           -	\$        800.00	\$        800.00	\$           -	\$        800.00	0.00%	\$        800.00	0.00%	\$        800.00	0.00%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		22-CDBG Fund		Green Cell - Department Input			
Dept #:		Transfers CDBG - 8101					
Division:		~ - 8101					
		Dept. Head-					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
81002	Transfer to Fund Balance			\$ -	\$ 800.00	\$ 800.00	\$ 800.00
	<b>Total Transfers</b>			\$ -	\$ 800.00	\$ 800.00	\$ 800.00
	<b>Total Capital Outlay</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Debt Service</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Transfers CDBG-~ Budget</b>			\$ -	\$ 800.00	\$ 800.00	\$ 800.00

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

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>	<b>Blue Font - Detail Schedule Requested</b>				
<b>Fund:</b>		<b>22-CDBG Fund</b>	<b>Green Cell - Department Input</b>				
<b>Dept #:</b>		<b>Revenues-Community Development - Revenues</b>					
<b>Division:</b>		<b>~ - Revenues</b>					

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8494	Urgent Repair Program						
8496	CDBG FY 16-17						
8497	HOME FY 16-17						
8498	ESFRLP Funds						
8499	CDBG FY 17-18						
8500	HOME FY 17-18						
8501	CDBG FY 18-19						
8502	HOME FY 18-19						
8505	NC Department of Commerce Grant						
8650	CDBG Loan Principal Income						
8651	CDBG Loan Interest Income						
8652	Home Loan Principal Income						
8653	Home Loan Interest Income						
	<b>Total-Revenue Other Agencies-0003</b>			\$ -	\$ -	\$ -	\$ -
8180	Investment Interest			\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
	<b>Total-Capital Returns-0005</b>			\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
8583	Fund Balance Withdrawal						
	<b>Total-Shared Services-0007</b>			\$ -	\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal						
	<b>Total-Fund Balance Withdrawal-0009</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Revenues</b>			\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Catherine Gwynn					
Dept #:		Revenues	Revenues		~ = Division by Zero						
Division:		Revenues	~		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
8152	FEMA Reimbursement	\$ 547,865.44	\$ 343,000.00	\$ 343,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
8268	AMI Loan Proceeds	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Revenue Other Agencies-0003	\$ 547,865.44	\$ 343,000.00	\$ 343,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
8170	Current Water Charges	\$ 6,277,394.39	\$ 6,416,258.00	\$ 6,416,258.00	\$ 7,056,420.00	\$ 7,779,713.00	21.25%	\$ 7,779,713.00	21.25%	\$ 7,539,101.00	17.50%
8172	Utility fund-Miscellaneous Recv	\$ 1,790,093.87	\$ 1,616,771.00	\$ 1,616,771.00	\$ 1,516,152.00	\$ 766,771.00	-52.57%	\$ 766,771.00	-52.57%	\$ 766,771.00	-52.57%
8183	Insufficient Check Penalty	\$ 3,130.67	\$ 4,000.00	\$ 4,000.00	\$ 2,786.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
8277	Current Sewer Charges	\$ 7,337,664.11	\$ 7,749,831.00	\$ 7,749,831.00	\$ 8,109,528.00	\$ 9,396,670.00	21.25%	\$ 9,396,670.00	21.25%	\$ 9,106,051.00	17.50%
8279	Late Payment Fee	\$ 204,137.10	\$ 230,262.00	\$ 230,262.00	\$ 293,610.00	\$ 230,262.00	0.00%	\$ 230,262.00	0.00%	\$ 230,262.00	0.00%
8367	Service Penalty	\$ 64,973.36	\$ 120,908.00	\$ 120,908.00	\$ 1,000.00	\$ 120,908.00	0.00%	\$ 120,908.00	0.00%	\$ 120,908.00	0.00%
8373	Applied Deposits	\$ 147,058.42	\$ 203,633.00	\$ 203,633.00	\$ 47,289.00	\$ 203,633.00	0.00%	\$ 203,633.00	0.00%	\$ 203,633.00	0.00%
8375	Sewer Taps	\$ 24,000.00	\$ 21,554.00	\$ 21,554.00	\$ 15,600.00	\$ 21,554.00	0.00%	\$ 21,554.00	0.00%	\$ 21,554.00	0.00%
8384	Reconnection Fee	\$ 6,221.26	\$ 15,195.00	\$ 15,195.00	\$ 1,770.00	\$ 15,195.00	0.00%	\$ 15,195.00	0.00%	\$ 15,195.00	0.00%
8474	Water Taps	\$ 22,700.00	\$ 14,240.00	\$ 14,240.00	\$ 20,366.00	\$ 14,240.00	0.00%	\$ 14,240.00	0.00%	\$ 14,240.00	0.00%
8492	Compost Revenue	\$ 49,933.35	\$ 44,403.00	\$ 44,403.00	\$ 38,961.00	\$ 44,403.00	0.00%	\$ 44,403.00	0.00%	\$ 44,403.00	0.00%
8495	BFP Fees	\$ 1,890.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ 2,700.00	0.00%	\$ 2,700.00	0.00%	\$ 2,700.00	0.00%
	Total-Charges for Services-0004	\$ 15,929,196.53	\$ 16,439,755.00	\$ 16,439,755.00	\$ 17,103,482.00	\$ 18,600,049.00	13.14%	\$ 18,600,049.00	13.14%	\$ 18,068,818.00	9.91%
8180	Investment Interest	\$ 98,756.35	\$ 23,895.00	\$ 23,895.00	\$ 41,181.00	\$ 20,801.00	-12.95%	\$ 20,801.00	-12.95%	\$ 20,801.00	-12.95%
8267	Loan Proceeds		\$ 86,000.00	\$ 86,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
8270	Loan Proceeds Installment Financing	\$ 532,753.45			\$ -	\$ -	*	\$ -	*	\$ -	*
8484	Water Assessments	\$ 3,257.65	\$ 1,330.00	\$ 1,330.00	\$ 4,097.00	\$ 1,330.00	0.00%	\$ 1,330.00	0.00%	\$ 1,330.00	0.00%
8485	Sewer Assessments	\$ 4,019.23	\$ 10,411.00	\$ 10,411.00	\$ 9,848.00	\$ 10,411.00	0.00%	\$ 10,411.00	0.00%	\$ 10,411.00	0.00%
8486	Water Assessment Interest	\$ 296.46	\$ 659.00	\$ 659.00	\$ 1,767.00	\$ -	*	\$ -	*	\$ -	*
8487	Sewer Assessment Interest	\$ 421.41	\$ 1,253.00	\$ 1,253.00	\$ 1,318.00	\$ -	*	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 639,504.55	\$ 123,548.00	\$ 123,548.00	\$ 58,211.00	\$ 32,542.00	-73.66%	\$ 32,542.00	-73.66%	\$ 32,542.00	-73.66%
8153	Insurance Proceeds		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue	\$ 566,834.69	\$ 301,025.00	\$ 301,025.00	\$ 1,009,465.00	\$ 301,025.00	0.00%	\$ 301,025.00	0.00%	\$ 301,025.00	0.00%
	Total-Miscellaneous Revenues-0006	\$ 566,834.69	\$ 301,025.00	\$ 301,025.00	\$ 1,009,465.00	\$ 301,025.00	0.00%	\$ 301,025.00	0.00%	\$ 301,025.00	0.00%
		\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ -	\$ 3,217,040.13	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 3,217,040.13	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Revenues	\$ 17,683,401.21	\$ 17,207,328.00	\$ 20,424,368.13	\$ 18,171,158.00	\$ 18,933,616.00	10.03%	\$ 18,933,616.00	10.03%	\$ 18,402,385.00	6.95%

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested			
Fund:			61-Utilities Fund	Green Cell - Department Input			
Dept #:			Revenues - Revenues				
Division:			~ - Revenues				
			Dept. Head-Catherine Gwynn				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8152	FEMA Reimbursement		None Anticipated for FY21	\$ -	\$ -	\$ -	\$ -
8268	AMI Loan Proceeds		None Anticipated for FY21	\$ -	\$ -	\$ -	\$ -
	Total-Revenue Other Agencies-0003			\$ -	\$ -	\$ -	\$ -
8170	Current Water Charges		3 Year Trend has been \$6,064M. Current YTD \$5,286M. FY19 \$6,277M. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:17 PM the monthly average for FY20 of collections is \$588,035. THE DEPT REQUEST DOES NOT HAVE ANY PROPOSED RATE INCREASE INCLUDED!; <b>Adopted 17.5% rate increase water and sewer.</b>	\$ 7,056,420.00	\$ 7,779,713.00	\$ 7,779,713.00	\$ 7,539,101.00
8172	Utility fund-Miscellaneous Recv		10 Year Trend has been \$1,403M. Current YTD \$1,137M. FY19 \$1,790M. Includes Case Farms "penalties". If they go online with their sewer treatment this will dramatically drop. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:17 PM the monthly average for FY20 of collections is \$588,035. THE DEPT REQUEST DOES NOT HAVE ANY PROPOSED RATE INCREASE INCLUDED!	\$ 1,516,152.00	\$ 766,771.00	\$ 766,771.00	\$ 766,771.00
8183	Insufficient Check Penalty		10 Year Trend has been \$4,806. Current YTD \$2,089. FY19 \$3,131. Expect some effect from Covid-19 and possible economic downturn that could affect customer's ability to pay. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 2,786.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
8277	Current Sewer Charges		3 Year Trend has been \$7,572M. Current YTD \$6,751M. FY19 \$7,337M. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:17 PM the monthly average for FY20 of collections is \$675,794. THE DEPT REQUEST DOES NOT HAVE ANY PROPOSED RATE INCREASE INCLUDED!; <b>Adopted 17.5% rate increase water and sewer.</b>	\$ 8,109,528.00	\$ 9,396,670.00	\$ 9,396,670.00	\$ 9,106,051.00
8279	Late Payment Fee		10 Year Trend has been \$229,061. Current YTD \$293,609. FY19 \$204,137. Expect significant effect from Covid-19 and EO-124 for late payment charges. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 293,610.00	\$ 230,262.00	\$ 230,262.00	\$ 230,262.00
8367	Service Penalty		10 Year Trend has been \$110,567. Current YTD (\$6,465).. FY19 \$64,973. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:10 PM	\$ 1,000.00	\$ 120,908.00	\$ 120,908.00	\$ 120,908.00
8373	Applied Deposits		10 Year Trend has been \$180,404. Current YTD \$35,467. FY19 \$147,058.42. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 47,289.00	\$ 203,633.00	\$ 203,633.00	\$ 203,633.00

JUSTIFICATION SHEET				Fiscal Year FY20-21		Blue Font - Detail Schedule Requested	
Fund:				61-Utilities Fund		Green Cell - Department Input	
Dept #:				Revenues - Revenues			
Division:				~ - Revenues			
Dept. Head-Catherine Gwynn							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8375	Sewer Taps		10 Year Trend has been \$23,484. Current YTD \$11,700. FY19 \$24,000. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 15,600.00	\$ 21,554.00	\$ 21,554.00	\$ 21,554.00
8384	Reconnection Fee		6 Year Trend has been \$13,699. Current YTD \$1,517. FY19 \$6,222. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:05 PM	\$ 1,770.00	\$ 15,195.00	\$ 15,195.00	\$ 15,195.00
8474	Water Taps		10 Year Trend has been \$17,536. Current YTD \$15,275. FY19 \$22,700. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:03 PM	\$ 20,366.00	\$ 14,240.00	\$ 14,240.00	\$ 14,240.00
8492	Compost Revenue		10 Year Trend has been \$39,211. Current YTD \$29,221. FY19 \$49,933. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:03 PM	\$ 38,961.00	\$ 44,403.00	\$ 44,403.00	\$ 44,403.00
8495	BFP Fees		3 Year Trend has been \$1,515. Current YTD \$0. FY19 \$1,890. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ -	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
Total-Charges for Services-0004				\$ 17,103,482.00	\$ 18,600,049.00	\$ 18,600,049.00	\$ 18,068,818.00
8180	Investment Interest		Per Quarterly Interest Income Allocation.xlsx	\$ 41,181.00	\$ 20,801.00	\$ 20,801.00	\$ 20,801.00
8267	Loan Proceeds		No borrowing planned, cash paid.	\$ -			
8270	Loan Proceeds Installment Financing		Consolidated to Acct #8267	\$ -			
8484	Water Assessments		10 Year Trend has been \$3,494. Current YTD \$4,097. FY19 \$3,257.65. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 4,097.00	\$ 1,330.00	\$ 1,330.00	\$ 1,330.00
8485	Sewer Assessments		10 Year Trend has been \$17,079. Current YTD \$9,848. FY19 \$4,019. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 9,848.00	\$ 10,411.00	\$ 10,411.00	\$ 10,411.00
8486	Water Assessment Interest		10 Year Trend has been \$908. Current YTD \$1,766. FY19 \$296. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 1,767.00			
8487	Sewer Assessment Interest		10 Year Trend has been \$2,928. Current YTD \$1,318. FY19 \$421. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 1,318.00			
Total-Capital Returns-0005				\$ 58,211.00	\$ 32,542.00	\$ 32,542.00	\$ 32,542.00
8153	Insurance Proceeds		Appropriated when expenditures are incurred.	\$ -	\$ -	\$ -	\$ -
8190	Other Miscellaneous Revenue		10 Year Trend has been \$316,160. Current YTD \$1,009,465. FY19 \$566,835. Expect some effect from Covid-19. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 4:55 PM	\$ 1,009,465.00	\$ 301,025.00	\$ 301,025.00	\$ 301,025.00
Total-Miscellaneous Revenues-0006				\$ 1,009,465.00	\$ 301,025.00	\$ 301,025.00	\$ 301,025.00
0	0		No Shared Services Billed from Utility Fund	\$ -	\$ -		

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <b>Dept. Head-Catherine Gwynn</b> <b>Blue Font - Detail Schedule Requested</b> <b>Fund:</b> 61-Utilities Fund <b>Green Cell - Department Input</b> <b>Dept #:</b> Revenues - Revenues <b>Division:</b> ~ - Revenues							
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	
Total-Shared Services-0007			\$ -	\$ -	\$ -	\$ -	
8583 Fund Balance Withdrawal		Dept Request no appropriated fund balance requested	\$ -	\$ -			
Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -	
Total Revenues			\$ 18,171,158.00	\$ 18,933,616.00	\$ 18,933,616.00	\$ 18,402,385.00	

## **FISCAL YEAR 2020-2021 BUDGET**

### **DEPARTMENT/DIVISION: BILLING & METER SERVICES**

#### **DEPARTMENT OVERVIEW:**

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

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

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

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

- Costs associated with the maintaining of water meters.
- Cost of maintaining and/or replacing aging vehicle and equipment.
- Cost of monthly credit card fees and monthly billing for mailing/processing utility bills.



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund			Dept. Head		Lee Peter				
Dept #:		4174 Billing & Meter Services			~ = Division by Zero						
Division:		4174 ~			* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ -	\$ -	\$ -	\$ -	\$ 235,964.88	~	\$ 236,403.56	~	\$ 236,403.56	~
1220	Salaries & Wages Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1260	Salaries & Wages Part-Time	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1274	Call Duty Pay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ -	\$ -	\$ -	\$ -	\$ 2,478.00	~	\$ 2,478.00	~	\$ -	*
1278	Wellness Earnings	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	~	\$ 1,800.00	~	\$ -	*
1280	Vacation Pay Out	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ -	\$ -	\$ -	\$ -	\$ 18,378.58	~	\$ 18,412.14	~	\$ 18,084.87	~
1821	NCLGERS-Retirement	\$ -	\$ -	\$ -	\$ -	\$ 24,384.65	~	\$ 24,429.18	~	\$ 24,136.80	~
1822	401-K Retirement	\$ -	\$ -	\$ -	\$ -	\$ 9,609.72	~	\$ 9,627.26	~	\$ 9,456.14	~
1830	Hospital Insurance	\$ -	\$ -	\$ -	\$ -	\$ 39,240.00	~	\$ 39,240.00	~	\$ 39,240.00	~
1835	Group Term Life Insurance Coverage	\$ -	\$ -	\$ -	\$ -	\$ 228.96	*	\$ 228.96	*	\$ 228.96	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 68.00	*	\$ 68.00	*	\$ 68.00	*
1860	Worker's Compensation	\$ -	\$ -	\$ -	\$ -	\$ 700.00	~	\$ 700.00	~	\$ 700.00	~
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 332,852.79	~	\$ 333,387.10	~	\$ 328,318.34	~
1911	Audit	\$ -	\$ -	\$ -	\$ -	\$ 53,500.00	~	\$ 53,500.00	~	\$ 53,500.00	~
1915	Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	~	\$ 110,000.00	~	\$ 110,000.00	~
2121	Uniforms	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	~	\$ 1,800.00	~	\$ 1,800.00	~
2123	Protective Clothing	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	~	\$ 1,000.00	~	\$ 1,000.00	~
2124	Shoes-Steel Toe	\$ -	\$ -	\$ -	\$ -	\$ 660.00	~	\$ 660.00	~	\$ 660.00	~
2203	Employee Appreciation	\$ -	\$ -	\$ -	\$ -	\$ 96.00	*	\$ 96.00	*	\$ 96.00	*
2501	Vehicle Operation/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	~	\$ 1,500.00	~	\$ 1,500.00	~
2502	Vehicle Fuel	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	~	\$ 8,000.00	~	\$ 8,000.00	~
2993	Operational Supplies	\$ -	\$ -	\$ -	\$ -	\$ 700.00	~	\$ 700.00	~	\$ 700.00	~
2994	Tools	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	~	\$ 1,000.00	~	\$ 1,000.00	~
2997	Water Meters & Boxes	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3210	Telephone	\$ -	\$ -	\$ -	\$ -	\$ 27,477.00	~	\$ 27,477.00	~	\$ 27,477.00	~
3250	Postage	\$ -	\$ -	\$ -	\$ -	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3410	Printing	\$ -	\$ -	\$ -	\$ -	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3522	Machine/Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3914	Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 128,900.00	~	\$ 128,900.00	~	\$ 128,900.00	~
4221	Software License Fees	\$ -	\$ -	\$ -	\$ -	\$ 56,400.00	~	\$ 56,400.00	~	\$ 56,400.00	~
4511	Multi-Peril Insurance	\$ -	\$ -	\$ -	\$ -	\$ 332.00	*	\$ 332.00	*	\$ 332.00	*
4521	Auto Liability	\$ -	\$ -	\$ -	\$ -	\$ 665.00	~	\$ 665.00	~	\$ 665.00	~
4541	Employee Personal Liability	\$ -	\$ -	\$ -	\$ -	\$ 18.00	*	\$ 18.00	*	\$ 18.00	*
4990	Equipment Expense	\$ -	\$ -	\$ -	\$ -	\$ 15,500.00	~	\$ 14,966.00	~	\$ 14,966.00	~
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 407,848.00	~	\$ 407,314.00	~	\$ 407,314.00	~
		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5200A	Technology Lease-FY21	\$ -	\$ -	\$ -	\$ -	\$ 35,050.00	~	\$ 35,050.00	~	\$ 35,050.00	~
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ 35,050.00	~	\$ 35,050.00	~	\$ 35,050.00	~

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:	61-Utilities Fund			Dept. Head	Lee Peter						
Dept #:	4174	Billing & Meter Services			~ = Division by Zero						
Division:	4174	~			* = Change < \$500						
					Purple Cell-Finance Input						
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V.	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V.	FY20-21 Adopted 6/17/20	FY20-21 Adopted V.
							Request % Δ Incr/(Decr)		SUB    % Δ Incr/(Decr)		Δ Incr/(Decr)
	Total Billing & Meter Services-~ Budget	\$           -	\$           -	\$           -	\$           -	\$    775,750.79	~	\$    775,751.10	~	\$    770,682.34	~



JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Billing & Meter Services - 4174					
Division:		~ - 4174					
Dept. Head-Lee Peter							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		4 Meter Readers; 2 Purchasing & Warehouse	\$ -	\$ 235,964.88	\$ 236,403.56	\$ 236,403.56
1220	Salaries & Wages Overtime			\$ -	\$ -	\$ -	
1224	Cell Phone Stipend			\$ -	\$ -	\$ -	
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1274	Call Duty Pay			\$ -	\$ -	\$ -	
1275	Salaries & Wages Bonus		6 Employees @\$413	\$ -	\$ 2,478.00	\$ 2,478.00	\$ -
1278	Wellness Earnings		6 Employees @\$300/year	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -
1280	Vacation Pay Out			\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ -	\$ 18,378.58	\$ 18,412.14	\$ 18,084.87
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ -	\$ 24,384.65	\$ 24,429.18	\$ 24,136.80
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ -	\$ 9,609.72	\$ 9,627.26	\$ 9,456.14
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ -	\$ 39,240.00	\$ 39,240.00	\$ 39,240.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ -	\$ 228.96	\$ 228.96	\$ 228.96
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 68.00	\$ 68.00	\$ 68.00
1860	Worker's Compensation		Provided by Finance	\$ -	\$ 700.00	\$ 700.00	\$ 700.00
Total Salaries & Benefits				\$ -	\$ 332,852.79	\$ 333,387.10	\$ 328,318.34
1911	Audit		Audit Fees - Dixon, Hughes & Goodmen, LLC	\$ -	\$ 53,500.00	\$ 53,500.00	\$ 53,500.00
1915	Bank Fees		PNC Monthly Fees and Elavon/First Citizens Credit Card Fees	\$ -	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
2121	Uniforms		6 Employees @\$300	\$ -	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
2123	Protective Clothing		6 Employees Safety Jackets, Gloves & Glasses	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe		6 Employees @\$110	\$ -	\$ 660.00	\$ 660.00	\$ 660.00
2203	Employee Appreciation		6 Employees @16.00	\$ -	\$ 96.00	\$ 96.00	\$ 96.00
2501	Vehicle Operation/Maintenance			\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2502	Vehicle Fuel			\$ -	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
2993	Operational Supplies			\$ -	\$ 700.00	\$ 700.00	\$ 700.00
2994	Tools			\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2997	Water Meters & Boxes		Cost in ORGN 4175	\$ -	\$ -	\$ -	\$ -
3210	Telephone		Approx. @\$37 each month each employee \$2,160; AT&T billings per IT for telephone service for Utility Fund (all orgns)	\$ -	\$ 27,477.00	\$ 27,477.00	\$ 27,477.00

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>61-Utilities Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Billing &amp; Meter Services - 4174</b>					
<b>Division:</b>		<b>~ - 4174</b>					
		<b>Dept. Head-Lee Peter</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3250	Postage		Monthly Fees	\$ -	\$ 200.00	\$ 200.00	\$ 200.00
3410	Printing		Door Tags for Meter Readers	\$ -	\$ 100.00	\$ 100.00	\$ 100.00
3522	Machine/Equipment Maintenance			\$ -	\$ -	\$ -	\$ -
3914	Contract Services	Y	SEE SCHEDULE	\$ -	\$ 128,900.00	\$ 128,900.00	\$ 128,900.00
4221	Software License Fees		QS1- Smith Technologies \$12,000; Ferguson Analytical Annual Support \$22,000; Ferguson Sensus AMI Support \$19,000; Ferguson Base Station Extended Warranty \$3,400;	\$ -	\$ 56,400.00	\$ 56,400.00	\$ 56,400.00
4511	Multi-Peril Insurance		Provided by Finance	\$ -	\$ 332.00	\$ 332.00	\$ 332.00
4521	Auto Liability		Provided by Finance	\$ -	\$ 665.00	\$ 665.00	\$ 665.00
4541	Employee Personal Liability		Provided by Finance	\$ -	\$ 18.00	\$ 18.00	\$ 18.00
4990	Equipment Expense		Buffalo Terastations-Storage for Pipe Inspection Robots \$12,500; Water Tank Cameras and Hardware \$3,000.00 - Need to ask Scott what this is for!	\$ -	\$ 15,500.00	\$ 14,966.00	\$ 14,966.00
	<b>Total Operating Expenditures</b>			\$ -	\$ 407,848.00	\$ 407,314.00	\$ 407,314.00
0	0				\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>			\$ -	\$ -	\$ -	\$ -
5200A	Technology Lease-FY21		Public Utilities Computer Equipment Lease Portion Per Scott Williams IT Director	\$ -	\$ 35,050.00	\$ 35,050.00	\$ 35,050.00
	<b>Total Debt Service</b>			\$ -	\$ 35,050.00	\$ 35,050.00	\$ 35,050.00
	<b>Total Billing &amp; Meter Services-~ Budget</b>			\$ -	\$ 775,750.79	\$ 775,751.10	\$ 770,682.34

CAPITAL OUTLAY				Fiscal Year FY20-21													
Fund:		61-Utilities Fund		Dept. Head-Lee Peter													
Dept #:		Billing & Meter Services - 4174															
Division:		~ - 4174															
Current Asset Information										Replacement Asset Information							
						Maintenance Cost History											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5219	N/A	Computer Replacement Schedule per IT	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved from GF(1030)-seq #30 Capital Outlay	\$ 35,050.00	\$ 35,050.00	\$ 35,050.00	N
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Reques				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 35,050.00	\$ 35,050.00	\$ 35,050.00	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund:</b> 61-Utilities Fund				<b>Dept. Head-Lee Peter</b>			
<b>Dept #:</b> Billing & Meter Services - 4174							
<b>Division:</b> ~ - 4174							
<b>Account:</b> 3914 Contract Services							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Smith Technologies Monthly Billings for mailing/processing utility billings	\$ -	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	
2		Online Utility Exchange - Credit Check for Utility Customers		\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 3914 Contract Services</b>	<b>\$ -</b>	<b>\$ 128,900.00</b>	<b>\$ 128,900.00</b>	<b>\$ 128,900.00</b>	

## FISCAL YEAR 2020-2021 BUDGET

### DEPARTMENT/DIVISION: PUBLIC WORKS/DISTRIB & COLLECT

#### DEPARTMENT OVERVIEW:

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

#### GOALS/MAJOR OBJECTIVES:

- Expand the proactive assessment of our infrastructure (systems integrity project) including NASSCO standards
- Continued maintenance of sewer collection and water distribution systems
- Continue to encourage and expand staff education and certification levels
- Work with other departments on I & I projects
- Facilitate staff training to ensure compliance with state and federal requirements in regulated areas

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Rick Fletcher					
Dept #:		4175	Public Works		~ = Division by Zero						
Division:		4175	Maintenance		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,034,307.09	\$ 1,097,262.96	\$ 1,097,262.96	\$ 1,031,941.14	\$ 963,819.07	-12.16%	\$ 971,209.27	-11.49%	\$ 971,209.27	-11.49%
1220	Salaries & Wages Overtime	\$ 39,713.81	\$ 30,451.50	\$ 30,451.50	\$ 45,000.00	\$ 45,000.00	47.78%	\$ 45,000.00	47.78%	\$ 45,000.00	47.78%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1260	Salaries & Wages Part-Time	\$ 13,408.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1274	Call Duty Pay	\$ 6,464.28	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 12,507.21	\$ -	\$ -	\$ 10,729.27	\$ 8,673.00	~	\$ 8,673.00	~	\$ -	*
1278	Wellness Earnings	\$ 4,985.28	\$ -	\$ -	\$ 6,300.00	\$ 6,600.00	~	\$ 6,600.00	~	\$ -	*
1280	Vacation Pay Out	\$ 7,008.42	\$ -	\$ -	\$ 1,200.00	\$ 6,800.00	~	\$ 6,800.00	~	\$ 6,800.00	~
1810	Social Security	\$ 84,976.84	\$ 86,830.42	\$ 86,830.42	\$ 84,332.87	\$ 79,415.57	-8.54%	\$ 79,980.92	-7.89%	\$ 78,812.54	-9.23%
1821	NCLGERS-Retirement	\$ 89,442.12	\$ 102,315.01	\$ 102,315.01	\$ 111,892.63	\$ 105,368.38	2.98%	\$ 106,118.48	3.72%	\$ 105,186.41	2.81%
1822	401-K Retirement	\$ 39,937.66	\$ 45,372.73	\$ 45,372.73	\$ 44,095.62	\$ 41,524.48	-8.48%	\$ 41,820.09	-7.83%	\$ 41,209.17	-9.18%
1830	Hospital Insurance	\$ 169,567.97	\$ 178,080.00	\$ 178,080.00	\$ 163,500.00	\$ 150,420.00	-15.53%	\$ 150,420.00	-15.53%	\$ 156,960.00	-11.86%
1835	Group Term Life Insurance Coverage	\$ 1,098.32	\$ -	\$ -	\$ 954.00	\$ 915.84	~	\$ 915.84	~	\$ 915.84	~
1850	Unemployment Compensation	\$ 4,818.65	\$ 4,000.00	\$ 4,000.00	\$ 2,534.58	\$ 516.00	-87.10%	\$ 516.00	-87.10%	\$ 516.00	-87.10%
1860	Worker's Compensation	\$ 6,367.24	\$ 5,610.00	\$ 5,610.00	\$ 5,610.00	\$ 5,777.00	2.98%	\$ 5,777.00	2.98%	\$ 5,777.00	2.98%
	Total Salaries & Benefits	\$ 1,515,346.56	\$ 1,557,142.62	\$ 1,557,142.62	\$ 1,515,310.10	\$ 1,422,049.34	-8.68%	\$ 1,431,050.60	-8.10%	\$ 1,419,606.23	-8.83%
1932	Medical Exams	\$ 315.00	\$ -	\$ -	\$ 350.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
1991	Consultant Fees	\$ 2,600.00			\$ -	\$ -	*	\$ -	*	\$ -	*
2121	Uniforms	\$ 10,581.53	\$ 12,000.00	\$ 12,000.00	\$ 12,500.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2123	Protective Clothing	\$ 6,226.80	\$ 7,200.00	\$ 7,200.00	\$ 5,000.00	\$ 7,200.00	0.00%	\$ 7,200.00	0.00%	\$ 7,200.00	0.00%
2124	Shoes-Steel Toe	\$ 2,314.75	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 2,530.00	-6.30%	\$ 2,530.00	-6.30%	\$ 2,530.00	-6.30%
2203	Employee Appreciation	\$ 314.05	\$ 544.00	\$ 544.00	\$ 544.00	\$ 368.00	*	\$ 368.00	*	\$ 368.00	*
2323	Other Training	\$ 7,432.50	\$ 8,325.00	\$ 8,325.00	\$ 6,030.00	\$ 11,500.00	38.14%	\$ 10,000.00	20.12%	\$ 10,000.00	20.12%
2501	Vehicle Operation/Maintenance	\$ 53,453.97	\$ 70,800.00	\$ 70,800.00	\$ 50,000.00	\$ 70,000.00	-1.13%	\$ 60,000.00	-15.25%	\$ 60,000.00	-15.25%
2502	Vehicle Fuel	\$ 52,945.05	\$ 60,000.00	\$ 60,000.00	\$ 45,000.00	\$ 60,000.00	0.00%	\$ 60,000.00	0.00%	\$ 60,000.00	0.00%
2993	Operational Supplies	\$ 285,018.99	\$ 325,000.00	\$ 340,569.75	\$ 310,000.00	\$ 340,000.00	4.62%	\$ 280,999.00	-13.54%	\$ 280,999.00	-13.54%
2994	Tools	\$ 8,281.34	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%
2997	Water Meters & Boxes	\$ 99,577.41	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%
3121	Travel	\$ 4,162.06	\$ 6,500.00	\$ 6,500.00	\$ 4,200.00	\$ 8,200.00	26.15%	\$ 8,200.00	26.15%	\$ 8,200.00	26.15%
3210	Telephone	\$ 7,711.11	\$ 8,000.00	\$ 8,000.00	\$ 7,000.00	\$ 7,500.00	-6.25%	\$ 7,500.00	-6.25%	\$ 7,500.00	-6.25%
3250	Postage	\$ 391.45	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3410	Printing	\$ 1,122.19	\$ 1,600.00	\$ 1,600.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3522	Machine/Equipment Maintenance	\$ 60,242.58	\$ 92,000.00	\$ 92,000.00	\$ 50,000.00	\$ 80,000.00	-13.04%	\$ 50,000.00	-45.65%	\$ 50,000.00	-45.65%
3523	Fire Hydrants/Water Valve Repl	\$ 113,151.30	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 250,000.00	25.00%	\$ 150,000.00	-25.00%	\$ 150,000.00	-25.00%
3593	Asphalt Repairs		\$ -	\$ -	\$ -	\$ 20,000.00	~	\$ 20,000.00	~	\$ 20,000.00	~
3914	Contract Services	\$ 6,177.99			\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement				\$ -	\$ 2,500.00	~	\$ 2,500.00	~	\$ 2,500.00	~
4221	Software License Fees	\$ -	\$ -	\$ 4,000.00	\$ 47,882.00	\$ 15,000.00	~	\$ 15,000.00	~	\$ 15,000.00	~
4391	Equipment Rent	\$ 2,880.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
4511	Multi-Peril Insurance	\$ 2,104.00	\$ 2,209.00	\$ 2,209.00	\$ 2,200.00	\$ 2,370.00	7.29%	\$ 2,370.00	7.29%	\$ 2,370.00	7.29%
4521	Auto Liability	\$ 7,407.00	\$ 7,777.00	\$ 7,777.00	\$ 7,192.00	\$ 7,552.00	-2.89%	\$ 7,552.00	-2.89%	\$ 7,552.00	-2.89%
4541	Employee Personal Liability	\$ 116.00	\$ 116.00	\$ 116.00	\$ 116.00	\$ 116.00	*	\$ 116.00	*	\$ 116.00	*

EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:              61-Utilities Fund		Dept. Head      Rick Fletcher									
Dept #:            4175      Public Works		~ = Division by Zero									
Division:           4175      Maintenance		* = Change < \$500									
		Purple Cell-Finance Input									
	Object of Expenditure	FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ    Incr/(Decr)
4543	Insurance Deductible Claims	\$       2,893.90			\$           -	\$           -	*	\$           -	*	\$           -	*
4912	Fees & Dues	\$       3,160.33	\$       3,740.00	\$       3,740.00	\$       3,550.00	\$       3,740.00	0.00%	\$       3,740.00	0.00%	\$       3,740.00	0.00%
4990	Equipment Expense	\$      10,372.54	\$      18,700.00	\$       7,995.00	\$       6,641.20	\$           -	*	\$           -	*	\$           -	*
	<b>Total Operating Expenditures</b>	<b>\$    750,953.84</b>	<b>\$    935,711.00</b>	<b>\$    944,575.75</b>	<b>\$    869,905.20</b>	<b>\$    1,009,976.00</b>	<b>7.94%</b>	<b>\$    809,475.00</b>	<b>-13.49%</b>	<b>\$    809,475.00</b>	<b>-13.49%</b>
5228	Tractor with Bush Hog	\$      63,064.77	\$           -	\$      63,064.77	\$           -	\$           -	*	\$           -	*	\$           -	*
5420	Tandem Dump Truck	\$     139,490.74			\$           -	\$           -	*	\$           -	*	\$           -	*
5423	Crew-Cab Pick-Up Truck	\$       33,887.00			\$           -	\$           -	*	\$           -	*	\$           -	*
5456	Utility Valve Truck				\$           -	\$     147,500.00	~	\$     147,500.00	~	\$     147,500.00	~
5480	Equipment Transport Trailer		\$     16,000.00	\$     26,705.00	\$     28,351.30	\$     14,000.00	-12.50%	\$           -	*	\$           -	*
5481	Cement Mixer				\$           -	\$    20,000.00	~	\$           -	*	\$           -	*
5502	Bobcat				\$           -	\$    73,000.00	~	\$           -	*	\$           -	*
5527	Miscellaneous Equipment				\$           -	\$    33,000.00	~	\$           -	*	\$           -	*
5632	Utility Vehicle		\$     60,000.00	\$     60,000.00	\$     60,000.00	\$           -	*	\$           -	*	\$           -	*
5643	Rotary Mower	\$       13,166.16			\$           -	\$           -	*	\$           -	*	\$           -	*
5697	Pipe Inspection Camera				\$           -	\$    135,000.00	~	\$           -	*	\$           -	*
5807	Light Fixtures		\$       3,000.00	\$       3,000.00	\$       3,101.46	\$           -	*	\$           -	*	\$           -	*
	<b>Total Capital Outlay</b>	<b>\$    249,608.67</b>	<b>\$    79,000.00</b>	<b>\$    152,769.77</b>	<b>\$    91,452.76</b>	<b>\$    422,500.00</b>	<b>434.81%</b>	<b>\$    147,500.00</b>	<b>86.71%</b>	<b>\$    147,500.00</b>	<b>86.71%</b>
7160	Lease Purchase Payment	\$     104,784.34			\$           -	\$           -	*	\$           -	*	\$           -	*
7162	AMR Loan Payment	\$     722,440.74			\$           -	\$           -	*	\$           -	*	\$           -	*
	<b>Total Debt Service</b>	<b>\$    827,225.08</b>	<b>\$           -</b>	<b>\$           -</b>	<b>\$           -</b>	<b>\$           -</b>	<b>*</b>	<b>\$           -</b>	<b>*</b>	<b>\$           -</b>	<b>*</b>
	<b>Total Public Works-Maintenance Budget</b>	<b>\$    3,343,134.15</b>	<b>\$    2,571,853.62</b>	<b>\$    2,654,488.14</b>	<b>\$    2,476,668.06</b>	<b>\$    2,854,525.34</b>	<b>10.99%</b>	<b>\$    2,388,025.60</b>	<b>-7.15%</b>	<b>\$    2,376,581.23</b>	<b>-7.59%</b>



JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:			61-Utilities Fund		Green Cell - Department Input		
Dept #:			Public Works - 4175				
Division:			Maintenance - 4175				
			Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		24 FTE's (2 New FTE's approved for Valve Crew; 4 Meter Readers moved to Orgn 4174)	\$ 1,031,941.14	\$ 963,819.07	\$ 971,209.27	\$ 971,209.27
1220	Salaries & Wages Overtime		Projected \$13,000 over budget for FY19-20	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
1224	Cell Phone Stipend			\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1274	Call Duty Pay			\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus		21 Employees @ 413.00	\$ 10,729.27	\$ 8,673.00	\$ 8,673.00	\$ -
1278	Wellness Earnings		23 Employees @ 300.00	\$ 6,300.00	\$ 6,600.00	\$ 6,600.00	\$ -
1280	Vacation Pay Out		1 employee eligible for retirement	\$ 1,200.00	\$ 6,800.00	\$ 6,800.00	\$ 6,800.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 84,332.87	\$ 79,415.57	\$ 79,980.92	\$ 78,812.54
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 111,892.63	\$ 105,368.38	\$ 106,118.48	\$ 105,186.41
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 44,095.62	\$ 41,524.48	\$ 41,820.09	\$ 41,209.17
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 163,500.00	\$ 150,420.00	\$ 150,420.00	\$ 156,960.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 954.00	\$ 915.84	\$ 915.84	\$ 915.84
1850	Unemployment Compensation		Provided by Finance	\$ 2,534.58	\$ 516.00	\$ 516.00	\$ 516.00
1860	Worker's Compensation		Provided by Finance	\$ 5,610.00	\$ 5,777.00	\$ 5,777.00	\$ 5,777.00
<b>Total Salaries &amp; Benefits</b>				<b>\$ 1,515,310.10</b>	<b>\$ 1,422,049.34</b>	<b>\$ 1,431,050.60</b>	<b>\$ 1,419,606.23</b>
1932	Medical Exams			\$ 350.00	\$ 400.00	\$ 400.00	\$ 400.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
2121	Uniforms		Uniforms for 18 Employees (Rental) & 5 Supervisors	\$ 12,500.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
2123	Protective Clothing		PPE and Safety Jackets for 23 Employees	\$ 5,000.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
2124	Shoes-Steel Toe		23 Employees @110.00	\$ 2,700.00	\$ 2,530.00	\$ 2,530.00	\$ 2,530.00
2203	Employee Appreciation			\$ 544.00	\$ 368.00	\$ 368.00	\$ 368.00
2323	Other Training	Y	Increase due to NASSCO Certification and additional employees seeking Distribution/Collection Certification.	\$ 6,030.00	\$ 11,500.00	\$ 10,000.00	\$ 10,000.00
2501	Vehicle Operation/Maintenance			\$ 50,000.00	\$ 70,000.00	\$ 60,000.00	\$ 60,000.00
2502	Vehicle Fuel			\$ 45,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
2993	Operational Supplies			\$ 310,000.00	\$ 340,000.00	\$ 280,999.00	\$ 280,999.00
2994	Tools			\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
2997	Water Meters & Boxes		AMR Water Meter Devices, Water Meters and Boxes for New Installations.	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00

JUSTIFICATION SHEET		Fiscal Year FY20-21	Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested Green Cell - Department Input		
Fund:		61-Utilities Fund					
Dept #:		Public Works - 4175					
Division:		Maintenance - 4175					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3121	Travel	Y	Travel Increase due to NASSCO Training and Certification requirements that occur every 3-years.	\$ 4,200.00	\$ 8,200.00	\$ 8,200.00	\$ 8,200.00
3210	Telephone		12 Wireless services Lines	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3250	Postage			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3410	Printing			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3522	Machine/Equipment Maintenance		Jet Vac and Extenda-Jet Equipment and other various Departmental Equipment	\$ 50,000.00	\$ 80,000.00	\$ 50,000.00	\$ 50,000.00
3523	Fire Hydrants/Water Valve Repl		Used for Fire Hydrants, Control Valves and Hydrant Parts. A substantial amount is used to upgrade and replace obsolete and outdated fire hydrants. (Cost of hydrants increased, and cost of contractor has increased dramatically per Rick/Don. Cfg 4/28/2020 11:48 AM)	\$ 200,000.00	\$ 250,000.00	\$ 150,000.00	\$ 150,000.00
3593	Asphalt Repairs		New program to repair utility cuts instead of charging to General Fund. Cfg 4/28/2020 11:47 AM	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3914	Contract Services	Y		\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement		1 Employee	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4221	Software License Fees		City Works Annual Maintenance	\$ 47,882.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
4391	Equipment Rent			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,200.00	\$ 2,370.00	\$ 2,370.00	\$ 2,370.00
4521	Auto Liability		Provided by Finance	\$ 7,192.00	\$ 7,552.00	\$ 7,552.00	\$ 7,552.00
4541	Employee Personal Liability		Provided by Finance	\$ 116.00	\$ 116.00	\$ 116.00	\$ 116.00
4543	Insurance Deductible Claims					\$ -	\$ -
4912	Fees & Dues	Y		\$ 3,550.00	\$ 3,740.00	\$ 3,740.00	\$ 3,740.00
4990	Equipment Expense			\$ 6,641.20	\$ -	\$ -	
<b>Total Operating Expenditures</b>				<b>\$ 869,905.20</b>	<b>\$ 1,009,976.00</b>	<b>\$ 809,475.00</b>	<b>\$ 809,475.00</b>
5228	Tractor with Bush Hog			\$ -	\$ -	\$ -	\$ -
5420	Tandem Dump Truck			\$ -	\$ -	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck			\$ -	\$ -	\$ -	\$ -
5456	Utility Valve Truck		Additional Valve Truck that will have valve box cleaning capabilities.	\$ -	\$ 147,500.00	\$ 147,500.00	\$ 147,500.00
5480	Equipment Transport Trailer		Utility Trailer to Haul Bobcat for Distribution crew	\$ 28,351.30	\$ 14,000.00	\$ -	\$ -
5481	Cement Mixer		Cement Mixer (Pull behind) to replace Old Cement Mixer	\$ -	\$ 20,000.00	\$ -	\$ -
5502	Bobcat		Bobcat will be used daily for Distribution Crew	\$ -	\$ 73,000.00	\$ -	\$ -
5527	Miscellaneous Equipment		2 Automated flaggers. This will keep employees out of moving traffic \$26,500. Hydraulic Core Bore Machine will allow crew to bore tops without damaging manholes. \$6500	\$ -	\$ 33,000.00	\$ -	\$ -
5632	Utility Vehicle			\$ 60,000.00	\$ -	\$ -	\$ -

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>61-Utilities Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Works - 4175</b>					
<b>Division:</b>		<b>Maintenance - 4175</b>					
		<b>Dept. Head-Rick Fletcher</b>					
	<b>Object of Expenditure</b>	<b>Sched?</b>	<b>Detailed Justification</b>	<b>Estimated Year End Jun 30</b>	<b>Department Request</b>	<b>Manager Recommend. 6/1/20</b>	<b>Adopted 6/17/20</b>
5643	Rotary Mower			\$ -	\$ -	\$ -	\$ -
5697	Pipe Inspection Camera		2 robotic cameras to CCTV Sanitary Sewer Lines.	\$ -	\$ 135,000.00	\$ -	\$ -
5807	Light Fixtures			\$ 3,101.46	\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>			<b>\$ 91,452.76</b>	<b>\$ 422,500.00</b>	<b>\$ 147,500.00</b>	<b>\$ 147,500.00</b>
7160	Lease Purchase Payment		Provided by Finance				
7162	AMR Loan Payment		Provided by Finance				
	<b>Total Debt Service</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Public Works-Maintenance Budget</b>			<b>\$ 2,476,668.06</b>	<b>\$ 2,854,525.34</b>	<b>\$ 2,388,025.60</b>	<b>\$ 2,376,581.23</b>

CAPITAL OUTLAY			Fiscal Year FY20-21														
Fund:		61-Utilities Fund					Dept. Head-Rick Fletcher										
Dept #:		Public Works - 4175															
Division:		Maintenance - 4175															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 05/29/20	Adopted 06/XX/20	New Debt?
1	5456	N/A	Addition	N/A	N/A	N/A				N	1	Valve Truck	Valve truck to include valve box cleaning capabilities	\$ 147,500.00	\$ 147,500.00	\$ 147,500.00	N
2	5480	N/A	Addition	N/A	N/A	N/A				N	4	Utility Trailer	Utility Trailer to Haul Bobcat for Distribution crew	\$ 14,000.00	\$ -	\$ -	N
3	5481	E921	2002 Cement Mixer	UNKNOWN	N/A	\$ 200.00				N	7	Cement Mixer (Pull behind)		\$ 20,000.00	\$ -	\$ -	N
4	5502	N/A	Addition	N/A	N/A	N/A				N	3	Bobcat excavator E55	Bobcat will be used daily for Distribution Crew	\$ 73,000.00	\$ -	\$ -	N
5	5527	N/A	Addition	N/A	N/A	N/A				N	5	Automated Flaggers	2 Automated flaggers. This will keep employees out of moving traffic	\$ 26,500.00	\$ -	\$ -	N
6	5527	N/A	Addition	N/A	N/A	N/A				N	6	Hydraulic Core Bore Machine	Will allow crew to bore taps into manholes without damaging manholes and causing future I&I Issues.	\$ 6,500.00	\$ -	\$ -	N
7	5697	N/A	Addition	N/A	N/A	N/A				N	2	Pipe Inspection Cameras	2 robotic cameras to CCTV Sanitary Sewer Lines. Currently at only 1/2 deployment operation. Purchase will double amount of footage recorded without additional personnel.	\$ 135,000.00	\$ -	\$ -	N
8																	
9																	
10																	
Total Capital Outlay Reque				\$ -		\$ 200.00	\$ -	\$ -	\$ -					\$ 422,500.00	\$ 147,500.00	\$ 147,500.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 61-Utilities Fund  
Dept #: Public Works - 4175  
Division: Maintenance - 4175  
Account: 2323 Other Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Wastewater Collection School-NCAWWA/NCRWA 8@220 2@350	\$ 1,600.00	\$ 2,460.00	\$ 2,460.00	\$ 2,460.00	
2	Water Distribution School-NCAWWA 8@220 2@350	\$ 1,100.00	\$ 2,620.00	\$ 2,620.00	\$ 2,620.00	
3	Wastewater Collection Exams- 10@55.00 (2)	\$ 200.00	\$ 550.00	\$ 550.00	\$ 550.00	
4	Water Distribution Exams- 10@85.00 (5)	\$ 680.00	\$ 850.00	\$ 850.00	\$ 850.00	
5	Chemical Spill Response -Sigma Training Services 10@95.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	
6	Nassco Training-2@975.00	\$ -	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	
7	Water/Wastewater Class-NC Safety Conference 18@50.00	\$ 900.00	\$ 900.00	\$ 120.00	\$ 120.00	
8	Carolinas Assoc. Goverenment. Purchasing Conference-Tina	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	
9	Continuing Education- MS Office 6@120.00	\$ -	\$ 720.00	\$ -	\$ -	
10	Pesticide Classes/Books Materials	\$ 375.00	\$ 275.00	\$ 275.00	\$ 275.00	
	<b>Total - 2323 Other Training</b>	<b>\$ 6,030.00</b>	<b>\$ 11,500.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Travel for Distribution/Collection School	\$ 3,000.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
2	Travel for CAGP Conference- Tina	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
3	Lunch for Chemical Spill Class	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
4	Travel for NASSCO Certification	\$ -	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	
5	Travel for City Works Conference/Training		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
6						
7						
8						
9						
10						
	<b>Total - 3121 Travel</b>	<b>\$ 4,200.00</b>	<b>\$ 8,200.00</b>	<b>\$ 8,200.00</b>	<b>\$ 8,200.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Rick Fletcher

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		AWWA Membership Dues	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	
2		NC Rural Membership Dues	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	
3		American Backlow Prevention Association	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
4		AWWA State Level Associate	\$ 360.00	\$ 360.00	\$ 360.00	\$ 360.00	
5		NC Water Treatment Certification renewels	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	
6		Water Pollution Control Certification renewels	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
7		NC Waterworks Operators Association	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	
8		NC Division of Water Quality Collection Permit	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	
9		CAGP Membership-Tina	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
10		NIGP Membership		\$ 190.00	\$ 190.00	\$ 190.00	
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 3,550.00</b>	<b>\$ 3,740.00</b>	<b>\$ 3,740.00</b>	<b>\$ 3,740.00</b>	





## FISCAL YEAR 2020-21 BUDGET

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

#### DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 12 MGD conventional surface water treatment plant that was constructed in 1952. In 2019, an average of 6.591 MGD of drinking water was produced. The treatment plant is staffed 24 hours a day, 365 days a year, by highly trained, State-certified operators. On a daily basis, the water plant staff runs bacteriological and other laboratory analyses on the drinking water before it is sent to our customers. Through this monitoring process, the City can assure its water customers that the water supply meets all National Drinking Water Regulations.

#### GOALS/MAJOR OBJECTIVES:

The Water Treatment Plant aligns their major objectives with “Grow Goldsboro’s” strategic goals of Safe and Secure Community, Strong and Diverse Economy, and Exceptional Quality of Life. They are to:

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

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner					
Dept #:		4176		Public Utilities		~ = Division by Zero					
Division:		4176		Water Plant		* = Change < \$500					
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 478,511.95	\$ 505,529.41	\$ 505,529.41	\$ 493,380.30	\$ 611,679.08	21.00%	\$ 582,520.68	15.23%	\$ 540,068.34	6.83%
1220	Salaries & Wages Overtime	\$ 9,820.43	\$ 5,075.25	\$ 5,075.25	\$ 5,100.00	\$ 5,100.00	0.49%	\$ 5,100.00	0.49%	\$ 5,100.00	0.49%
1260	Salaries & Wages Part-Time	\$ -	\$ -	\$ -	\$ -	\$ 33,262.52	~	\$ 15,000.00	~	\$ -	*
1262	Salaries & Wages Permanent Part-Time	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ 15,000.00	~
1272	Holiday Pay	\$ 8,381.48	\$ 9,135.45	\$ 9,135.45	\$ 9,100.00	\$ 9,100.00	-0.39%	\$ 9,100.00	-0.39%	\$ 9,100.00	-0.39%
1274	Call Duty Pay	\$ 750.00			\$ 750.00	\$ 750.00	~	\$ 750.00	~	\$ 750.00	~
1275	Salaries & Wages Bonus	\$ 4,632.30	\$ -	\$ -	\$ 4,600.00	\$ 5,782.00	~	\$ 5,782.00	~	\$ -	*
1278	Wellness Earnings	\$ 2,700.36	\$ -	\$ -	\$ 3,300.00	\$ 4,200.00	~	\$ 4,200.00	~	\$ -	*
1280	Vacation Pay Out	\$ 5,679.61	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 39,517.64	\$ 39,760.52	\$ 39,760.52	\$ 39,491.62	\$ 51,245.33	28.88%	\$ 47,617.63	19.76%	\$ 43,606.40	9.67%
1821	NCLGERS-Retirement	\$ 41,388.00	\$ 46,880.09	\$ 46,880.09	\$ 52,397.38	\$ 67,992.17	45.03%	\$ 63,178.95	34.77%	\$ 58,198.87	24.14%
1822	401-K Retirement	\$ 18,476.06	\$ 20,789.24	\$ 20,789.24	\$ 20,649.21	\$ 26,794.94	28.89%	\$ 24,898.11	19.76%	\$ 22,800.73	9.68%
1830	Hospital Insurance	\$ 55,370.01	\$ 57,240.00	\$ 57,240.00	\$ 71,940.00	\$ 91,560.00	59.96%	\$ 85,020.00	48.53%	\$ 85,020.00	48.53%
1835	Group Term Life Insurance Coverage	\$ 437.27	\$ -	\$ -	\$ 419.76	\$ 534.24	~	\$ 534.24	~	\$ 534.24	~
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 239.00	*	\$ 239.00	*	\$ 239.00	*
1860	Worker's Compensation	\$ 2,433.00	\$ 2,555.00	\$ 2,555.00	\$ 2,506.00	\$ 2,631.00	2.97%	\$ 2,631.00	2.97%	\$ 2,631.00	2.97%
	Total Salaries & Benefits	\$ 668,098.11	\$ 686,964.96	\$ 686,964.96	\$ 703,634.27	\$ 910,870.28	32.59%	\$ 846,571.60	23.23%	\$ 783,048.59	13.99%
1911	Audit	\$ 12,500.00	\$ 12,300.00	\$ 12,300.00	\$ 14,344.00	\$ -	*	\$ -	*	\$ -	*
1915	Bank Fees	\$ 32,211.77	\$ 30,000.00	\$ 30,000.00	\$ 29,100.00	\$ -	*	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 151.00	\$ 500.00	\$ 500.00	\$ 160.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
1986	Consultant Fees - IT	\$ 9,666.38	\$ 21,200.00	\$ 21,200.00	\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 15,009.40	\$ 104,000.00	\$ 232,750.00	\$ 232,750.00	\$ 584,210.00	461.74%	\$ 54,210.00	-47.88%	\$ 54,210.00	-47.88%
2111	Cleaning Supplies	\$ 2,026.53	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2121	Uniforms	\$ 3,379.43	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 4,000.00	23.08%	\$ 4,000.00	23.08%	\$ 4,000.00	23.08%
2123	Protective Clothing	\$ 1,352.07	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2124	Shoes-Steel Toe	\$ 953.90	\$ 1,170.00	\$ 1,170.00	\$ 1,170.00	\$ 1,610.00	37.61%	\$ 1,610.00	37.61%	\$ 1,610.00	37.61%
2203	Employee Appreciation	\$ 176.14	\$ 208.00	\$ 208.00	\$ 208.00	\$ 224.00	*	\$ 224.00	*	\$ 224.00	*
2323	Other Training	\$ 475.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 1,841.25	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	100.00%	\$ 4,000.00	100.00%	\$ 4,000.00	100.00%
2502	Vehicle Fuel	\$ 3,009.97	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2591	Fuel For Equipment	\$ 3,795.86	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
2601	Office Supplies	\$ 1,289.51	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2993	Operational Supplies	\$ 80,789.90	\$ 70,000.00	\$ 70,877.00	\$ 70,877.00	\$ 82,500.00	17.86%	\$ 75,476.00	7.82%	\$ 75,476.00	7.82%
2994	Tools	\$ 1,019.76	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2998	Chemicals	\$ 735,340.85	\$ 886,407.00	\$ 926,316.67	\$ 926,316.00	\$ 1,010,792.00	14.03%	\$ 900,792.00	1.62%	\$ 900,792.00	1.62%
3121	Travel	\$ 2,851.92	\$ 5,410.00	\$ 5,410.00	\$ 5,400.00	\$ 6,995.00	29.30%	\$ 6,995.00	29.30%	\$ 6,995.00	29.30%
3210	Telephone	\$ (12,836.79)	\$ 8,228.00	\$ 8,228.00	\$ 1,200.00	\$ 1,200.00	-85.42%	\$ 1,200.00	-85.42%	\$ 1,200.00	-85.42%
3250	Postage	\$ 44,421.46	\$ 35,000.00	\$ 35,000.00	\$ 57,000.00	\$ 1,000.00	-97.14%	\$ 1,000.00	-97.14%	\$ 1,000.00	-97.14%
3310	Electricity	\$ 299,246.14	\$ 295,000.00	\$ 295,000.00	\$ 300,000.00	\$ 300,000.00	1.69%	\$ 300,000.00	1.69%	\$ 300,000.00	1.69%
3330	Natural Gas	\$ 6,990.23	\$ 7,500.00	\$ 7,500.00	\$ 7,000.00	\$ 7,000.00	-6.67%	\$ 7,000.00	-6.67%	\$ 7,000.00	-6.67%
3410	Printing	\$ 5,767.37	\$ 14,500.00	\$ 14,500.00	\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY20-21										
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner						
Dept #:		4176	Public Utilities		~ = Division by Zero							
Division:		4176	Water Plant		* = Change < \$500							
					Purple Cell-Finance Input							
Object of Expenditure			FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
3421	Copy Machine Cost		\$ -	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	*	\$ 25.00	*	\$ 25.00	*
3511	Building Maintenance		\$ 18,557.08	\$ 18,375.00	\$ 18,375.00	\$ 21,000.00	\$ 25,000.00	36.05%	\$ 25,000.00	36.05%	\$ 25,000.00	36.05%
3521	Office Machine Maintenance		\$ 570.83	\$ 1,700.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00	-11.76%	\$ 1,500.00	-11.76%	\$ 1,500.00	-11.76%
3522	Machine/Equipment Maintenance		\$ 573,206.25	\$ 714,350.00	\$ 838,265.12	\$ 838,265.00	\$ 1,132,614.00	58.55%	\$ 469,614.00	-34.26%	\$ 415,614.00	-41.82%
3592	Maintenance Materials		\$ 1.04			\$ -	\$ -	*	\$ -	*	\$ -	*
3603	Neuse River Intake Dredging		\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	0.00%	\$ 79,000.00	0.00%	\$ 79,000.00	0.00%
3606	River Intake Maintenance		\$ 61,181.00	\$ 42,700.00	\$ 42,700.00	\$ 42,700.00	\$ 42,700.00	0.00%	\$ 42,700.00	0.00%	\$ 42,700.00	0.00%
3992	Water Analysis		\$ 15,459.77	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
4221	Software License Fees		\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4391	Equipment Rent		\$ 1,944.53	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
4401	Generator Contract		\$ 6,445.85	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	0.00%	\$ 8,000.00	0.00%	\$ 8,000.00	0.00%
4511	Multi-Peril Insurance		\$ 67,030.00	\$ 69,403.00	\$ 69,403.00	\$ 65,375.00	\$ 69,959.00	0.80%	\$ 69,959.00	0.80%	\$ 69,959.00	0.80%
4521	Auto Liability		\$ 1,761.00	\$ 1,849.00	\$ 1,849.00	\$ 1,705.00	\$ 1,790.00	-3.19%	\$ 1,790.00	-3.19%	\$ 1,790.00	-3.19%
4541	Employee Personal Liability		\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00	*	\$ 49.00	*	\$ 49.00	*
4911	Subscriptions		\$ 502.69	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	0.00%	\$ 1,750.00	0.00%	\$ 1,750.00	0.00%
4912	Fees & Dues		\$ 4,561.00	\$ 4,845.00	\$ 4,845.00	\$ 4,895.00	\$ 5,105.00	5.37%	\$ 5,105.00	5.37%	\$ 5,105.00	5.37%
4990	Equipment Expense		\$ 15,437.80			\$ -	\$ 7,200.00	~	\$ 7,200.00	~	\$ 7,200.00	~
4993	General Overhead		\$ 567,578.00			\$ -	\$ -	*	\$ -	*	\$ -	*
4996	Finance		\$ 437,346.00			\$ -	\$ -	*	\$ -	*	\$ -	*
4998	Engineers		\$ 429,842.00			\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies		\$ 242.52	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
	Total Operating Expenditures		\$ 3,532,145.41	\$ 2,478,619.00	\$ 2,776,070.79	\$ 2,756,939.00	\$ 3,418,623.00	37.92%	\$ 2,108,599.00	-14.93%	\$ 2,054,599.00	-17.11%
5091	Trac Vac Sludge Removal Project		\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5094	Flood Control Structure		\$ -	\$ -	\$ 600,000.00	\$ 100,000.00	\$ -	*	\$ -	*	\$ -	*
5202	Technology Capital		\$ 6,819.00	\$ -	\$ 40,200.76	\$ 42,975.42	\$ -	*	\$ -	*	\$ -	*
5401	Administrative Car		\$ -	\$ -	\$ -	\$ -	\$ 22,000.00	~	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ 11,029.30	\$ 70,000.00	\$ 70,000.00	\$ 66,310.00	\$ 50,000.00	-28.57%	\$ -	*	\$ -	*
5801	Equipment Shelter		\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	~	\$ -	*	\$ -	*
5888	Hypo Day Tank		\$ 87,176.51			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 105,024.81	\$ 70,000.00	\$ 710,200.76	\$ 209,285.42	\$ 172,000.00	145.71%	\$ -	*	\$ -	*
7120	Water Loan Principal		\$ 483,060.35			\$ -	\$ -	*	\$ -	*	\$ -	*
7220	Water Loan Interest		\$ 117,588.50			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service		\$ 600,648.85	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Utilities-Water Plant Budget		\$ 4,905,917.18	\$ 3,235,583.96	\$ 4,173,236.51	\$ 3,669,858.69	\$ 4,501,493.28	39.12%	\$ 2,955,170.60	-8.67%	\$ 2,837,647.59	-12.30%

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

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

				Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
Object of Expenditure	Sched?	Detailed Justification					
<b>2323 Other Training</b>	<b>Y</b>	See SCH2323		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2501 Vehicle Operation/Maintenance		\$3000 spent thru Feb. 2020		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2502 Vehicle Fuel		Vehicle Fuel (3 City Vehicles)		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2591 Fuel For Equipment		These funds are for diesel fuel for the generators at the Water Plant and the Neuse River Pump Station. The generators are exercised on a weekly basis, and adequate fuel is needed on hand at all times in case the generators run during an emergency power outage.		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2601 Office Supplies		Miscellaneous office supplies, such as pens, binders, printer supplies, etc.		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2993 Operational Supplies		Laboratory Supplies, Misc. Operations and Supplies (First Aid/AED Supplies, Battery Backups, Signage on Plant Site, Office Furniture, Emergency Food Purchases for Inclement Weather, Light Bulbs, Weed Killer)		\$ 70,877.00	\$ 82,500.00	\$ 75,476.00	\$ 75,476.00
2994 Tools		Maintenance of equipment at the WTP and pump stations, and hand tools for grounds maintenance		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<b>2998 Chemicals</b>	<b>Y</b>	See SCH2998		\$ 926,316.00	\$ 1,010,792.00	\$ 900,792.00	\$ 900,792.00
<b>3121 Travel</b>	<b>Y</b>	See SCH3121		\$ 5,400.00	\$ 6,995.00	\$ 6,995.00	\$ 6,995.00
3210 Telephone		\$100 per month		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3250 Postage		\$450 actual spent on postage YTD; new organization set up by Catherine for water utility billing; only project postage for next FY		\$ 57,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3310 Electricity		Estimate		\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
3330 Natural Gas		Estimate		\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
3410 Printing		No longer using line item		\$ -	\$ -	\$ -	\$ -
3421 Copy Machine Cost		Copies made at City Hall		\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
3511 Building Maintenance		Elevator maintenance monthly visits, load tests, repairs, Annual Elevator Inspection, Annual Maintenance on 7 heating/air cond. Units + alarm/phone service calls, Miscellaneous (for roof leaks, other misc. bldg. repairs, Annual Fire Extinguisher Inspection)		\$ 21,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
3521 Office Machine Maintenance		Computers, printers, copiers, etc...		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
<b>3522 Machine/Equipment Maintenance</b>	<b>Y</b>	See SCH3522		\$ 838,265.00	\$ 1,132,614.00	\$ 469,614.00	\$ 415,614.00
3592 Maintenance Materials		WHAT IS THIS ? - \$1.04 actual spent last FY				\$ -	\$ -
3603 Neuse River Intake Dredging		Sediment removal around intake screen		\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00
3606 River Intake Maintenance		Intake maintenance requiring divers		\$ 42,700.00	\$ 42,700.00	\$ 42,700.00	\$ 42,700.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Dept. Head-Mike Wagner							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3992	Water Analysis		State & Federal laws require stringent laboratory testing and analysis of drinking water. These include testing for disinfection byproducts, long-term compliance, and analysis for a long list of possible pollutants. UCMR IV special sampling; Additional Lab Testing Requirements	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4221	Software License Fees		\$4000 approved; \$0 spent YTD			\$ -	\$ -
4391	Equipment Rent		Ammonia Tank and miscellaneous equipment for processes	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4401	Generator Contract		Annual and semi-annual Cummins 600 KW, Cummins 1500 KW, Kohler 475 KW, Repairs	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 65,375.00	\$ 69,959.00	\$ 69,959.00	\$ 69,959.00
4521	Auto Liability		Provided by Finance	\$ 1,705.00	\$ 1,790.00	\$ 1,790.00	\$ 1,790.00
4541	Employee Personal Liability		Provided by Finance	\$ 49.00	\$ 49.00	\$ 49.00	\$ 49.00
4911	Subscriptions	Y	See SCH4911	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
4912	Fees & Dues	Y	See SCH4912	\$ 4,895.00	\$ 5,105.00	\$ 5,105.00	\$ 5,105.00
4990	Equipment Expense		Sample Stations - \$1200 each x 6	\$ -	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
4993	General Overhead		Provided by Finance			\$ -	\$ -
4996	Finance		Provided by Finance			\$ -	\$ -
4998	Engineers		Provided by Finance			\$ -	\$ -
9561	Office Supplies		City letterhead/copier paper City Hall	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
	Total Operating Expenditures			\$ 2,756,939.00	\$ 3,418,623.00	\$ 2,108,599.00	\$ 2,054,599.00
5091	Trac Vac Sludge Removal Project			\$ -	\$ -	\$ -	\$ -
5094	Flood Control Structure		Ongoing Project w/U.S. Army Corps of Engineers-Est. Yr. End	\$ 100,000.00	\$ -	\$ -	\$ -
5202	Technology Capital			\$ 42,975.42	\$ -	\$ -	\$ -
5401	Administrative Car		See Capital		\$ 22,000.00	\$ -	\$ -
5527	Miscellaneous Equipment		See Capital	\$ 66,310.00	\$ 50,000.00	\$ -	\$ -
5801	Equipment Shelter		See Capital		\$ 100,000.00	\$ -	\$ -
5888	Hypo Day Tank			\$ -	\$ -	\$ -	\$ -
	Total Capital Outlay			\$ 209,285.42	\$ 172,000.00	\$ -	\$ -
7120	Water Loan Principal		Provided by Finance				
7220	Water Loan Interest		Provided by Finance				
	Total Debt Service					\$ -	\$ -
	Total Public Utilities-Water Plant Budget			\$ 3,669,858.69	\$ 4,501,493.28	\$ 2,955,170.60	\$ 2,837,647.59

CAPITAL OUTLAY																	
Fiscal Year FY20-21																	
Fund:		61-Utilities Fund      Dept. Head-Mike Wagner															
Dept #:		Public Utilities - 4176															
Division:		Water Plant - 4176															



SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		61-Utilities Fund		Dept. Head-Mike Wagner			
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Account:		1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Miscellaneous Professional Consulting Services for WTP Operation and Compliance	\$ 232,750.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
2		Engineering Services for updating Utility Master Plan (12 Years old and there are several items that have changed. Arcadis was the firm that did it originally 12 years ago. This is for all Water and Sewer, and not just Water.)		\$ 530,000.00	\$ -	\$ -	
3		Professional Services for Risk and Resiliency Plan		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
4		Professional Services for Stantec Utility Rate Study-split between 4176 & 4177 (Total for Year \$38420)		\$ 19,210.00	\$ 19,210.00	\$ 19,210.00	
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 232,750.00</b>	<b>\$ 584,210.00</b>	<b>\$ 54,210.00</b>	<b>\$ 54,210.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 61-Utilities Fund  
Dept #: Public Utilities - 4176  
Division: Water Plant - 4176  
Account: 2323 Other Training

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Mandatory Annual Stormwater Training (ES&GS Svs.-Sabata)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
2	Chemical Spill Response Training	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
3						
4						
5						
6						
7						
8						
9						
10						
Total - 2323 Other Training		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	

**SUPPORTING SCHEDULE**
**Fiscal Year FY20-21**

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

**Dept. Head-Mike Wagner**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Liquid Alum Sulfate (68 loads) \$292/Dry Ton)(12 Dry Tons/Load)		\$ 238,272.00	\$ 238,272.00	\$ 238,272.00	
2	Liquid Caustic Soda (26 loads)(\$600/Dry Ton)(12 Dry Tons/Load)		\$ 187,200.00	\$ 187,200.00	\$ 187,200.00	
3	Sodium Hypochlorite (31 loads)(\$0.90/gal)(4,500 gal/load)		\$ 125,550.00	\$ 125,550.00	\$ 125,550.00	
4	Anhydrous Ammonia (9 loads)(\$1.05/lb)(3,030 lb/load) + (9 loads)(\$200.97 fuel surcharge+\$45 Haz Mat)		\$ 30,847.00	\$ 30,847.00	\$ 30,847.00	
5	Fluoride (3 full loads)(\$0.22/lb.)(48,000 lb./load)		\$ 31,680.00	\$ 31,680.00	\$ 31,680.00	
6	C9 Zinc Orthophosphate [Corr. Inhibitor]-(3 full loads)(\$0.810/lb @ 44,000 lbs.)		\$ 106,920.00	\$ 106,920.00	\$ 106,920.00	
7	Activated Carbon in 1,000 lb. bags(18 bags) @ \$1.50/lb (at 7,000 lb.); 18 loads		\$ 189,000.00	\$ 189,000.00	\$ 189,000.00	
8	Sodium Permanganate 15 Loads, \$9.80/gal @330 gal.		\$ 48,510.00	\$ 48,510.00	\$ 48,510.00	
9	Polymer (6 loads of 6 pails @ \$130/pail)		\$ 4,680.00	\$ 4,680.00	\$ 4,680.00	
10	5% inflation factor		\$ 48,133.00	\$ 48,133.00	\$ 48,133.00	
11	Total Estimated FY 19-20 Year End Budget	\$ 926,316.00				
12	No detail given on cut of \$110,000. cfg 5/11/2020 8:34 PM			\$ (110,000.00)	\$ (110,000.00)	
	<b>Total - 2998 Chemicals</b>	<b>\$ 926,316.00</b>	<b>\$ 1,010,792.00</b>	<b>\$ 900,792.00</b>	<b>\$ 900,792.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Annual Surface Water Certification Schools (5x\$400/Exams 5x\$50)		\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	
2	Bacteriological (BacT) School - J.Carlsle & B.Kalin - \$120 each		\$ 240.00	\$ 240.00	\$ 240.00	
3	Process Control Chemistry - J.Carlsle & B.Kalin - \$120 each		\$ 240.00	\$ 240.00	\$ 240.00	
4	Leadership Schools - 3 x \$500		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
5	NC AWWA Conference/Association Meetings		\$ 800.00	\$ 800.00	\$ 800.00	
6	Required Certification Renewal Contact Hours - 13 x \$115		\$ 1,495.00	\$ 1,495.00	\$ 1,495.00	
7	Pesticide Exam/Certification Fee & Manuals		\$ 170.00	\$ 170.00	\$ 170.00	
8	Rental Car Expense		\$ 300.00	\$ 300.00	\$ 300.00	
9	Estimated Total Travel Expense Year End June 30	\$ 5,400.00				
10						
	<b>Total - 3121 Travel</b>	<b>\$ 5,400.00</b>	<b>\$ 6,995.00</b>	<b>\$ 6,995.00</b>	<b>\$ 6,995.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		61-Utilities Fund		Dept. Head-Mike Wagner			
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Account:		3522 Machine/Equipment Maintenance					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	PM	Inspect, Repair, Calibration		\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
2	PM	Electronic Maintenance		\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
3	PM	Pump Repair		\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	
4	PM	Hoist Inspection		\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
5	PM	Misc. equipment repairs (motors, electrical, compressors, etc.)		\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	
6	PM	Annual PLC Inventory		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
7	PM	Vibration Analysis on all Finished Water Pumps		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
8	PM	TOC Analyzer Maintenance		\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	
9	PM	DR 6000 PM (benchtop analyzer)		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
10	Specific	Crack Repair, Paint, and seal clear well #2		\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	
11	Specific	Elevated Tank Asset Management 4 X's \$40k (if we commit to CIP, then we could cut from here, or from 4178 where Marty has estimated cfg 4/28/2020 2:00 PM)		\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	
12	Specific	Aluminum sulfate chemical containment		\$ 22,314.00	\$ 22,314.00	\$ 22,314.00	
13	Specific	Overhaul Pre-Sedimentation Pump or Raw Pump		\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	
14	Specific	Upsize #4 High Service Pump - increased flow		\$ 251,000.00	\$ 251,000.00	\$ 251,000.00	
15	Specific	Neuse River Pump Station Automatic Transfer Switch (over-engineered, been very unreliable. If it goes down, we are getting no raw water into the water system.)		\$ 157,000.00	\$ 157,000.00	\$ 157,000.00	
16	Specific	Phase II Upgrading SCADA and Elevated Tank Telemetry		\$ 100,000.00	\$ 100,000.00	\$ 46,000.00	
17		Reduce \$663,000 per Mike. Cfg 5/11/2020 8:35 PM			\$ (663,000.00)	\$ (663,000.00)	
18		Total Estimated FY 19-20 Year End Budget	\$ 838,265.00				
<b>Total - 3522 Machine/Equipment Maintenance</b>			<b>\$ 838,265.00</b>	<b>\$ 1,132,614.00</b>	<b>\$ 469,614.00</b>	<b>\$ 415,614.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 61-Utilities Fund</b>				<b>Dept. Head-Mike Wagner</b>			
<b>Dept #: Public Utilities - 4176</b>							
<b>Division: Water Plant - 4176</b>							
<b>Account: 4911 Subscriptions</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Manuals - AWWA Standards, Lab, Regulatory & Water Plant Operators	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 1,750.00</b>	<b>\$ 1,750.00</b>	<b>\$ 1,750.00</b>	<b>\$ 1,750.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		61-Utilities Fund		Dept. Head-Mike Wagner			
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Account:		4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		NC Water Treatment Facility Operators Certification Board	\$ 450.00	\$ 540.00	\$ 540.00	\$ 540.00	
2		NC Waterworks Operators Association	\$ 520.00	\$ 640.00	\$ 640.00	\$ 640.00	
3		NC Dept. of Environmental Quality - Plant Operating Permit	\$ 2,925.00	\$ 2,925.00	\$ 2,925.00	\$ 2,925.00	
4		State Lab of Public Health-Drinking Water Certification Renewal	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
5		NC AWWA-WEA Maintenance Technology Certification	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
6		AWWA Membership Renewals (3)	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	
7							
8							
9							
10							
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 4,895.00</b>	<b>\$ 5,105.00</b>	<b>\$ 5,105.00</b>	<b>\$ 5,105.00</b>	





## FISCAL YEAR 2020-21 BUDGET

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

#### DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 14.2 MGD advanced wastewater treatment facility. In 2019, an average of 8.88 MGD of wastewater was treated. Of this amount, 1.36 MGD was used purchased capacity. There is still 0.92 MGD of unused Reserved Purchased Capacity. Not only does the City treat the wastewater for its citizens, but also for citizens of Wayne County (Genoa), Fremont, Eureka, Walnut Creek, and Fork Township Sanitary District. It is essential that the Water Reclamation Facility produce highly treated wastewater since Goldsboro is located on the Neuse River, a nutrient sensitive water body, and the City is committed to protecting the river. The high quality of the wastewater, is used to irrigate the city's golf course and 144-acres of farmlands producing hay. The City also operates 40 acres of constructed wetlands that further "polishes" the fully treated wastewater before it is discharged to the Neuse River.

#### GOALS/MAJOR OBJECTIVES:

The Water Reclamation Facility aligns their major objectives with “Grow Goldsboro’s” strategic goals of Safe and Secure Community, Strong and Diverse Economy, and Exceptional Quality of Life. They are to:

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

#### SIGNIFICANT BUDGET ISSUES:

The Water Reclamation Facility faces several significant issues in the upcoming fiscal year:

- UV system has 21 years of service; it has surpassed its working life expectancy and needs to be replaced; it is difficult at times to get parts and service for the equipment. It is running at 100% and should be running at >60% most of the time.
- Barscreens at the 117 and Little Cherry Pump Stations are due to be replaced. Each has experienced costly failures in FY 19-20.
- The Westbrook Pump Station generator has 25 years of service, has reached its working life expectancy, and needs to be replaced. This generator operation is critical to our master pump station and has been vital during Hurricane Matthew and Florence.
- Phase II- Telemetry equipment for the remote monitoring control system is outdated and critical parts are now obsolete. It is essential that this system for the Water Treatment Plant, Raw Water Pump Station, 4-Elevated Tanks, Water Reclamation Facility, 26-Pump Stations, Compost Facility, wetlands, and sprayfield is replaced with new and reliable technologies to remain permit compliant.
- The addition of a certified operator and several position reclassifications are important for succession planning and growth.



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner					
Dept #:		4177		Public Utilities		~ = Division by Zero					
Division:		4177		Waste Treatment		* = Change < \$500					
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 886,443.58	\$ 949,264.61	\$ 949,264.61	\$ 948,925.22	\$ 1,090,439.04	14.87%	\$ 982,301.81	3.48%	\$ 982,301.81	3.48%
1220	Salaries & Wages Overtime	\$ 17,586.73	\$ 3,045.15	\$ 3,045.15	\$ 12,000.00	\$ 12,000.00	294.07%	\$ 12,000.00	294.07%	\$ 12,000.00	294.07%
1272	Holiday Pay	\$ 7,673.97	\$ 8,120.40	\$ 8,120.40	\$ 8,300.00	\$ 8,300.00	2.21%	\$ 8,300.00	2.21%	\$ 8,300.00	2.21%
1274	Call Duty Pay	\$ 6,714.29	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%	\$ 6,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 7,874.91	\$ -	\$ -	\$ 7,429.00	\$ 9,086.00	~	\$ 10,210.00	~	\$ -	*
1278	Wellness Earnings	\$ 3,069.64	\$ -	\$ -	\$ 4,000.00	\$ 6,600.00	~	\$ 6,000.00	~	\$ -	*
1280	Vacation Pay Out	\$ 838.41	\$ -	\$ -	\$ -	\$ 12,448.80	~	\$ 12,448.80	~	\$ 12,448.80	~
1810	Social Security	\$ 70,358.84	\$ 73,977.86	\$ 73,977.86	\$ 75,517.30	\$ 87,621.10	18.44%	\$ 79,388.69	7.31%	\$ 78,148.62	5.64%
1821	NCLGERS-Retirement	\$ 75,473.64	\$ 87,226.29	\$ 87,226.29	\$ 100,196.15	\$ 116,255.44	33.28%	\$ 105,332.70	20.76%	\$ 104,300.32	19.57%
1822	401-K Retirement	\$ 33,724.25	\$ 38,680.52	\$ 38,680.52	\$ 39,486.17	\$ 45,814.95	18.44%	\$ 41,510.42	7.32%	\$ 40,862.02	5.64%
1830	Hospital Insurance	\$ 110,304.09	\$ 120,840.00	\$ 120,840.00	\$ 130,800.00	\$ 143,880.00	19.07%	\$ 130,800.00	8.24%	\$ 130,800.00	8.24%
1835	Group Term Life Insurance Coverage	\$ 837.38	\$ -	\$ -	\$ 763.20	\$ 839.52	~	\$ 839.52	~	\$ 839.52	~
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 449.00	*	\$ 449.00	*	\$ 449.00	*
1860	Worker's Compensation	\$ 4,003.00	\$ 4,203.00	\$ 4,203.00	\$ 4,320.00	\$ 4,328.00	2.97%	\$ 4,328.00	2.97%	\$ 4,328.00	2.97%
	Total Salaries & Benefits	\$ 1,224,902.73	\$ 1,291,857.83	\$ 1,291,857.83	\$ 1,338,237.04	\$ 1,544,561.86	19.56%	\$ 1,400,408.94	8.40%	\$ 1,381,278.09	6.92%
1911	Audit	\$ 12,500.00	\$ 12,300.00	\$ 12,300.00	\$ 14,344.00	\$ -	*	\$ -	*	\$ -	*
1915	Bank Fees	\$ 73,904.75	\$ 74,000.00	\$ 74,000.00	\$ 82,512.00	\$ -	*	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 407.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	0.00%	\$ 550.00	0.00%	\$ 550.00	0.00%
1991	Consultant Fees	\$ 95,320.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 104,210.00	942.10%	\$ 104,210.00	942.10%	\$ 104,210.00	942.10%
2111	Cleaning Supplies	\$ 3,999.74	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2121	Uniforms	\$ 5,164.04	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 5,250.00	10.53%	\$ 5,250.00	10.53%	\$ 5,250.00	10.53%
2123	Protective Clothing	\$ 1,947.93	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00	10.00%	\$ 2,200.00	10.00%	\$ 2,200.00	10.00%
2124	Shoes-Steel Toe	\$ 1,553.63	\$ 1,710.00	\$ 1,710.00	\$ 1,710.00	\$ 2,415.00	41.23%	\$ 2,415.00	41.23%	\$ 2,415.00	41.23%
2203	Employee Appreciation	\$ 303.47	\$ 320.00	\$ 320.00	\$ 320.00	\$ 336.00	*	\$ 336.00	*	\$ 336.00	*
2323	Other Training	\$ 475.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 9,067.18	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2502	Vehicle Fuel	\$ 8,908.78	\$ 19,000.00	\$ 19,000.00	\$ 10,000.00	\$ 19,000.00	0.00%	\$ 19,000.00	0.00%	\$ 19,000.00	0.00%
2591	Fuel For Equipment	\$ 4,927.45	\$ 8,000.00	\$ 8,000.00	\$ 9,500.00	\$ 9,500.00	18.75%	\$ 9,500.00	18.75%	\$ 9,500.00	18.75%
2601	Office Supplies	\$ 2,995.91	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2993	Operational Supplies	\$ 111,926.85	\$ 134,500.00	\$ 139,500.00	\$ 134,500.00	\$ 141,165.00	4.96%	\$ 139,622.00	3.81%	\$ 139,622.00	3.81%
2994	Tools	\$ 642.22	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2998	Chemicals	\$ 139,626.30	\$ 143,400.00	\$ 143,400.00	\$ 143,400.00	\$ 154,236.50	7.56%	\$ 154,236.50	7.56%	\$ 154,236.50	7.56%
3121	Travel	\$ 6,384.19	\$ 8,675.00	\$ 8,675.00	\$ 8,675.00	\$ 27,220.00	213.78%	\$ 13,620.00	57.00%	\$ 13,620.00	57.00%
3210	Telephone	\$ 3,678.94	\$ 7,400.00	\$ 7,400.00	\$ 4,000.00	\$ 5,000.00	-32.43%	\$ 5,000.00	-32.43%	\$ 5,000.00	-32.43%
3250	Postage	\$ 49,296.86	\$ 37,000.00	\$ 37,000.00	\$ 60,000.00	\$ 2,500.00	-93.24%	\$ 2,500.00	-93.24%	\$ 2,500.00	-93.24%
3310	Electricity	\$ 608,972.98	\$ 645,000.00	\$ 645,000.00	\$ 645,000.00	\$ 650,000.00	0.78%	\$ 650,000.00	0.78%	\$ 650,000.00	0.78%
3410	Printing	\$ 5,727.64	\$ 14,500.00	\$ 14,500.00	\$ 40.00	\$ -	*	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ 471.28	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	*	\$ 175.00	*	\$ 175.00	*
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 350.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3511	Building Maintenance	\$ 10,918.41	\$ 27,200.00	\$ 27,200.00	\$ 27,200.00	\$ 28,000.00	2.94%	\$ 28,000.00	2.94%	\$ 28,000.00	2.94%
3521	Office Machine Maintenance	\$ 1,445.40	\$ 3,000.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner					
Dept #:		4177	Public Utilities		~ = Division by Zero						
Division:		4177	Waste Treatment		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
3522	Machine/Equipment Maintenance	\$ 563,486.28	\$ 724,118.00	\$ 914,222.72	\$ 914,000.00	\$ 2,002,100.00	176.49%	\$ 888,084.00	22.64%	\$ 600,084.00	-17.13%
3608	Pump Stations Maintenance	\$ 91,953.55	\$ 222,000.00	\$ 252,687.65	\$ 250,000.00	\$ 1,340,000.00	503.60%	\$ 160,000.00	-27.93%	\$ 160,000.00	-27.93%
3990	Wastewater Analysis	\$ 15,420.55	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
4221	Software License Fees	\$ 86,588.00	\$ 127,005.00	\$ 131,005.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4391	Equipment Rent	\$ 949.41	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
4401	Generator Contract	\$ 7,712.76	\$ 49,200.00	\$ 49,200.00	\$ 49,000.00	\$ 20,000.00	-59.35%	\$ 20,000.00	-59.35%	\$ 20,000.00	-59.35%
4511	Multi-Peril Insurance	\$ 176,525.70	\$ 185,352.00	\$ 185,352.00	\$ 199,083.00	\$ 211,730.00	14.23%	\$ 211,730.00	14.23%	\$ 211,730.00	14.23%
4521	Auto Liability	\$ 2,127.00	\$ 2,233.00	\$ 2,233.00	\$ 2,059.00	\$ 2,162.00	-3.18%	\$ 2,162.00	-3.18%	\$ 2,162.00	-3.18%
4541	Employee Personal Liability	\$ 85.00	\$ 85.00	\$ 85.00	\$ 85.00	\$ 85.00	*	\$ 85.00	*	\$ 85.00	*
4911	Subscriptions	\$ 140.51	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
4912	Fees & Dues	\$ 10,130.00	\$ 10,460.00	\$ 10,460.00	\$ 10,688.00	\$ 11,270.00	7.74%	\$ 11,270.00	7.74%	\$ 11,270.00	7.74%
4920	Arbitrage Rebate Fees	\$ 2,386.54			\$ -	\$ -	*	\$ -	*	\$ -	*
4990	Equipment Expense	\$ 2,393.00	\$ 2,390.00	\$ 2,390.00	\$ 2,390.00	\$ 4,100.00	71.55%	\$ 4,100.00	71.55%	\$ 4,100.00	71.55%
4993	General Overhead	\$ 567,578.00			\$ -	\$ -	*	\$ -	*	\$ -	*
4996	Finance	\$ 437,346.00			\$ -	\$ -	*	\$ -	*	\$ -	*
4998	Engineers	\$ 429,842.00			\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ 536.61	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	0.00%	\$ 700.00	0.00%	\$ 700.00	0.00%
9959	Neuse River Basin Association	\$ 16,109.35	\$ 14,820.00	\$ 14,820.00	\$ 14,817.00	\$ 17,285.82	16.64%	\$ 17,285.82	16.64%	\$ 17,285.82	16.64%
Total Operating Expenditures		\$ 3,571,876.21	\$ 2,540,043.00	\$ 2,769,835.37	\$ 2,649,548.00	\$ 4,812,890.32	89.48%	\$ 2,503,731.32	-1.43%	\$ 2,215,731.32	-12.77%
5074	Turbo Blowers	\$ 499,898.20			\$ -	\$ -	*	\$ -	*	\$ -	*
5081	Crane	\$ 6,429.80			\$ -	\$ -	*	\$ -	*	\$ -	*
5401	Administrative Car	\$ -	\$ -	\$ -	\$ -	\$ 22,000.00	~	\$ -	*	\$ -	*
5412	Compact Pick-Up Trucks		\$ 26,000.00	\$ 26,000.00	\$ 24,015.00	\$ -	*	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck	\$ 25,681.96			\$ -	\$ -	*	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ 85,700.00	\$ 85,700.00	\$ 85,700.00	\$ 23,500.00	-72.58%	\$ 23,500.00	-72.58%	\$ 6,000.00	-93.00%
5579	Electric Golf Carts	\$ -	\$ -	\$ -	\$ -	\$ 9,300.00	~	\$ 35,000.00	~	\$ 35,000.00	~
5638	Portable Generator	\$ 41,177.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5801	Equipment Shelter	\$ 12,775.81			\$ -	\$ -	*	\$ -	*	\$ -	*
5873	Water Pump		\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ -	*	\$ -	*	\$ -	*
5888	Hypo Day Tank				\$ -	\$ 40,000.00	~	\$ -	*	\$ -	*
Total Capital Outlay		\$ 585,962.77	\$ 135,700.00	\$ 135,700.00	\$ 133,715.00	\$ 94,800.00	-30.14%	5850000.00%	-56.89%	\$ 41,000.00	-69.79%
7100	Bond Principal	\$ 1,116,137.00			\$ -	\$ -	*	\$ -	*	\$ -	*
7110	Wastewater Principal Payment	\$ 168,085.40			\$ -	\$ -	*	\$ -	*	\$ -	*
7200	Bond Interest	\$ 308,130.41			\$ -	\$ -	*	\$ -	*	\$ -	*
7210	Wastewater Interest Payment	\$ 60,040.10			\$ -	\$ -	*	\$ -	*	\$ -	*
Total Debt Service		\$ 1,652,392.91	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
Total Public Utilities-Waste Treatment Budget		\$ 7,035,134.62	\$ 3,967,600.83	\$ 4,197,393.20	\$ 4,121,500.04	\$ 6,452,252.18	62.62%	\$ 3,962,640.26	-0.13%	\$ 3,638,009.41	-8.31%

JUSTIFICATION SHEET			Fiscal Year FY20-21	Blue Font - Detail Schedule Requested			
Fund:			61-Utilities Fund	Green Cell - Department Input			
Dept #:			Public Utilities - 4177				
Division:			Waste Treatment - 4177				
Dept. Head-Mike Wagner							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
			NOTE: 22 employees (20 current + 2 new) in Salary & Benefits including J.Boyette; 21 employees in Operational Costs; Mgr & Adopt- 20 FTE's				
1210	Salaries & Wages Regular			\$ 948,925.22	\$ 1,090,439.04	\$ 982,301.81	\$ 982,301.81
1220	Salaries & Wages Overtime		\$1000 per month estimated	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
1272	Holiday Pay			\$ 8,300.00	\$ 8,300.00	\$ 8,300.00	\$ 8,300.00
1274	Call Duty Pay		\$125 Operator On-Call Duty Pay once per week x 52 weeks	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus		\$413 x 22 employees for \$250 Net Bonus; Also includes "Spot" Bonuses per policy. Mgr-20 @ \$413 + 3 @ \$650	\$ 7,429.00	\$ 9,086.00	\$ 10,210.00	\$ -
1278	Wellness Earnings		\$300 per year X 22 employees; estimated less for current yr. Mgr - 20 @ \$300	\$ 4,000.00	\$ 6,600.00	\$ 6,000.00	\$ -
1280	Vacation Pay Out		TGarner - Retirement Date October 2020 (\$4857.60); K Hill - Retirement Date Unknown - 34 years of service (\$7591.20)	\$ -	\$ 12,448.80	\$ 12,448.80	\$ 12,448.80
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 75,517.30	\$ 87,621.10	\$ 79,388.69	\$ 78,148.62
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 100,196.15	\$ 116,255.44	\$ 105,332.70	\$ 104,300.32
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 39,486.17	\$ 45,814.95	\$ 41,510.42	\$ 40,862.02
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 130,800.00	\$ 143,880.00	\$ 130,800.00	\$ 130,800.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 763.20	\$ 839.52	\$ 839.52	\$ 839.52
1850	Unemployment Compensation		Provided by Finance		\$ 449.00	\$ 449.00	\$ 449.00
1860	Worker's Compensation		Provided by Finance	\$ 4,320.00	\$ 4,328.00	\$ 4,328.00	\$ 4,328.00
Total Salaries & Benefits				\$ 1,338,237.04	\$ 1,544,561.86	\$ 1,400,408.94	\$ 1,381,278.09
1911	Audit		Provided by Finance	\$ 14,344.00	\$ -	\$ -	\$ -
1915	Bank Fees			\$ 82,512.00	\$ -	\$ -	\$ -
1931	Medical Treatment			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
1932	Medical Exams			\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00
1991	Consultant Fees	Y	See SCH1991	\$ 10,000.00	\$ 104,210.00	\$ 104,210.00	\$ 104,210.00
2111	Cleaning Supplies		Housekeeping-type cleaning supplies, floor cleaner,etc.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2121	Uniforms		\$250 x 21 employees for FY20-21	\$ 4,750.00	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00
2123	Protective Clothing		10% increase projected with 2 new employees	\$ 2,000.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
2124	Shoes-Steel Toe		\$115 x 21 employees for FY20-21	\$ 1,710.00	\$ 2,415.00	\$ 2,415.00	\$ 2,415.00
2203	Employee Appreciation		\$16 x 21 employees for FY20-21	\$ 320.00	\$ 336.00	\$ 336.00	\$ 336.00
2323	Other Training	Y	See SCH2323	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance		Maintenance and repairs for the cars, trucks and lawn mowers	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
2502	Vehicle Fuel		6 Vehicles + Carboy for 12" Hydraulic Submersible Pump	\$ 10,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
2591	Fuel For Equipment		Generators at the WRF, 5 pump stations, and 3 portables	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00

JUSTIFICATION SHEET			Fiscal Year FY20-21	Dept. Head-Mike Wagner		Blue Font - Detail Schedule Requested Green Cell - Department Input		
Fund:			61-Utilities Fund					
Dept #:			Public Utilities - 4177					
Division:			Waste Treatment - 4177					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
2601	Office Supplies			Miscellaneous supplies, such as pens, binders, printer supplies, etc.	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2993	Operational Supplies			Lab supplies, Herbicides, Reuse Field, Bird Control, Etc...	\$ 134,500.00	\$ 141,165.00	\$ 139,622.00	\$ 139,622.00
2994	Tools			Maintenance of equipment, pump stations, and grounds	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2998	Chemicals	Y		See SCH2998	\$ 143,400.00	\$ 154,236.50	\$ 154,236.50	\$ 154,236.50
3121	Travel	Y		See SCH3121	\$ 8,675.00	\$ 27,220.00	\$ 13,620.00	\$ 13,620.00
3210	Telephone			Best estimate based on 2 years prior actual	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3250	Postage			\$40,000 spent YTD; Utility Bill Printing New Organization set up for next FY; will only need to budget for postage & Fed Ex needs - \$1300 spent YTD in Fed Ex and postage	\$ 60,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3310	Electricity			New U.V. System would reduce cost	\$ 645,000.00	\$ 650,000.00	\$ 650,000.00	\$ 650,000.00
3410	Printing			Line Item No Longer Used	\$ 40.00	\$ -	\$ -	\$ -
3421	Copy Machine Cost			Copies made at City Hall	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
3510	Repairs (Insurance Claims)				\$ 350.00	\$ 500.00	\$ 500.00	\$ 500.00
3511	Building Maintenance			A/C PM, Floors, Inspections, Maintenance A/C, Lab Paint	\$ 27,200.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00
3521	Office Machine Maintenance			Copier Lease (\$250/month)	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3522	Machine/Equipment Maintenance	Y		See SCH3522	\$ 914,000.00	\$ 2,002,100.00	\$ 888,084.00	\$ 600,084.00
3608	Pump Stations Maintenance			Little Cherry Pump Station & 117 Barscreens \$225K/ea, Westbrook Generator \$450K , Westbrook #5 VFD variable frequency drive \$240K, Station Repairs \$150K	\$ 250,000.00	\$ 1,340,000.00	\$ 160,000.00	\$ 160,000.00
3990	Wastewater Analysis			Permit & process control testing for WRF, Wetlands, Reuse	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
4221	Software License Fees			See I.T.				
4391	Equipment Rent			Renting of pumps, lifts, bobcat, etc...	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
4401	Generator Contract			Servicing and repairs to 14 emergency generators (Triennial service for big 3 was in FY19-20)	\$ 49,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4511	Multi-Peril Insurance			Provided by Finance	\$ 199,083.00	\$ 211,730.00	\$ 211,730.00	\$ 211,730.00
4521	Auto Liability			Provided by Finance	\$ 2,059.00	\$ 2,162.00	\$ 2,162.00	\$ 2,162.00
4541	Employee Personal Liability			Provided by Finance	\$ 85.00	\$ 85.00	\$ 85.00	\$ 85.00
4911	Subscriptions	Y		See SCH4911	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
4912	Fees & Dues	Y		See SCH4912	\$ 10,688.00	\$ 11,270.00	\$ 11,270.00	\$ 11,270.00
4920	Arbitrage Rebate Fees			Not Listed in Banner - New Organization per Terrie/Catherine	\$ -	\$ -	\$ -	\$ -
4990	Equipment Expense			Replace Pretreatment Industry Sampler, Lab Refrigerator \$1500	\$ 2,390.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
4993	General Overhead			Provided by Finance				
4996	Finance			Provided by Finance				
4998	Engineers			Provided by Finance				

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Utilities - 4177					
Division:		Waste Treatment - 4177					
Dept. Head-Mike Wagner							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
9561	Office Supplies		City letterhead/copier paper & calendars	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
9959	Neuse River Basin Association		Annual Membership Dues for (LNBA) and (NRCA)	\$ 14,817.00	\$ 17,285.82	\$ 17,285.82	\$ 17,285.82
	Total Operating Expenditures			\$ 2,649,548.00	\$ 4,812,890.32	\$ 2,503,731.32	\$ 2,215,731.32
5074	Turbo Blowers			\$ -	\$ -	\$ -	\$ -
5081	Crane			\$ -	\$ -	\$ -	\$ -
5401	Administrative Car		See Capital		\$ 22,000.00	\$ -	\$ -
5412	Compact Pick-Up Trucks			\$ 24,015.00	\$ -	\$ -	\$ -
5423	Crew-Cab Pick-Up Truck			\$ -	\$ -	\$ -	\$ -
5527	Miscellaneous Equipment		See Capital	\$ 85,700.00	\$ 23,500.00	\$ 23,500.00	\$ 6,000.00
5579	Electric Golf Carts		See Capital		\$ 9,300.00	\$ 35,000.00	\$ 35,000.00
5638	Portable Generator			\$ -	\$ -	\$ -	\$ -
5801	Equipment Shelter			\$ -	\$ -	\$ -	\$ -
5873	Water Pump		On Order	\$ 24,000.00	\$ -	\$ -	\$ -
5888	Hypo Day Tank		See Capital		\$ 40,000.00	\$ -	\$ -
	Total Capital Outlay			\$ 133,715.00	\$ 94,800.00	\$ 58,500.00	\$ 41,000.00
7100	Bond Principal		Provided by Finance				
7110	Wastewater Principal Payment		Provided by Finance				
7200	Bond Interest		Provided by Finance				
7210	Wastewater Interest Payment		Provided by Finance				
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Public Utilities-Waste Treatment Budget			\$ 4,121,500.04	\$ 6,452,252.18	\$ 3,962,640.26	\$ 3,638,009.41

CAPITAL OUTLAY																					
Fiscal Year FY20-21																					
Fund:		61-Utilities Fund      Dept. Head-Mike Wagner																			
Dept #:		Public Utilities - 4177																			
Division:		Waste Treatment - 4177																			
		Current Asset Information								Replacement Asset Information											
		Maintenance Cost History																			
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?				
1	5401	A1104	2007/Toyota/Yaris hatchback	\$ 15,000.00	70,000	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	N	2	Ford Escape	Age/ Not meeting sampling and transportation needs	\$ 22,000.00	\$ -	\$ -	Y				
2	5527	N/A	2007 Buchi-Distillation (of water)	\$ 15,000.00	N/A	\$ -	\$ 1,066.00	\$ 352.00	\$ 157.00	N	1	Lab Distillation Unit	12 years old; Maint. Issues	\$ 17,500.00	\$ 17,500.00	\$ -	N				
3	5527	N/A	Hach Multi-Bottle Sampler	\$ 5,500.00	N/A	\$ -				N	1	Refrigerated Sampler	No back-up Sampler	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	N				
4	5579	N/A	1998/Rebuilt Golf Cart	\$ 8,640.00	UNKN	\$ 200.00	\$ 1,100.00	\$ 1,200.00	\$ 1,100.00	N	2	Utility Vehicle (like a Mule/Gator) to maintain the spray fields areas along the fence line	Maintenance/Working Life	\$ 9,300.00	\$ 35,000.00	\$ 35,000.00	N				
5	5888	N/A	1999/Part of Upgrade	UNKNOWN	N/A	\$ -				N	1	Bulk Chemical Tank - Hypochlorite (10,000 gallon tank; for re-use water; if anything happens to the UV system they use this.	Past Life Expectancy (20 year)	\$ 40,000.00	\$ -	\$ -	N				
6																					
7																					
8																					
9																					
10																					
Total Capital Outlay Request				\$ 44,140.00		\$ 2,200.00	\$ 3,166.00	\$ 2,552.00	\$ 2,257.00									\$ 94,800.00	\$ 58,500.00	\$ 41,000.00	



## SUPPORTING SCHEDULE

Fiscal Year FY20-21

Fund: 61-Utilities Fund  
 Dept #: Public Utilities - 4177  
 Division: Waste Treatment - 4177  
 Account: 1991 Consultant Fees

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Miscellaneous Professional Consulting Services for WRF Operation and Compliance	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
2	Professional Services for Integration of Asset Management		\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	
3	Professional Services for Stantec-Utility Rate Study- split between 4176 & 4177 (Total for year \$38420)		\$ 19,210.00	\$ 19,210.00	\$ 19,210.00	
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 1991 Consultant Fees</b>	<b>\$ 10,000.00</b>	<b>\$ 104,210.00</b>	<b>\$ 104,210.00</b>	<b>\$ 104,210.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 61-Utilities Fund</b>				<b>Dept. Head-Mike Wagner</b>			
<b>Dept #: Public Utilities - 4177</b>							
<b>Division: Waste Treatment - 4177</b>							
<b>Account: 2323 Other Training</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Annual Mandatory Stormwater Training (ES&GS/Bill Sabata)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
2		Chemical Spill Response Training	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 2323 Other Training</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund:		61-Utilities Fund		Dept. Head-Mike Wagner			
Dept #:		Public Utilities - 4177					
Division:		Waste Treatment - 4177					
Account:		2998 Chemicals					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Spray Field Hypo (Mini) - 500 gallons x 2.15 x 6 months	\$ 6,500.00	\$ 6,450.00	\$ 6,450.00	\$ 6,450.00	
2		Hypo Plant Site (Large) - 5,000 gallons x 0.80 x 6 months	\$ 24,300.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	
3		Sodium Bisulfite - 1500 gallons x 12 months x 2.63	\$ 33,800.00	\$ 47,340.00	\$ 47,340.00	\$ 47,340.00	
4		Dechlor Tablets (48 lbs.) 157 x 30 buckets	\$ 8,100.00	\$ 4,710.00	\$ 4,710.00	\$ 4,710.00	
5		CL2 Tablets - 50 lb. bucket - 150.01 x 50 buckets	\$ 4,500.00	\$ 7,500.50	\$ 7,500.50	\$ 7,500.50	
6		Polymer - 1 Tote 3495 x 16 totes	\$ 58,000.00	\$ 55,920.00	\$ 55,920.00	\$ 55,920.00	
7		Polymer (Drums) - 450 lbs. x 1.54 x 12 Drums	\$ 8,200.00	\$ 8,316.00	\$ 8,316.00	\$ 8,316.00	
8							
9							
10							
		Total - 2998 Chemicals	\$ 143,400.00	\$ 154,236.50	\$ 154,236.50	\$ 154,236.50	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 61-Utilities Fund  
 Dept #: Public Utilities - 4177  
 Division: Waste Treatment - 4177  
 Account: 3121 Travel

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Annual Wastewater Operator Certification Schools/Exams -		\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	
2	8 schools @ \$365; 8 exams @ \$85 & Training Manuals-6x\$200					
3	1 Spray Irrigation School & 1 Electrical Safety School		\$ 950.00	\$ 950.00	\$ 950.00	
4	Pretreatment Workshop		\$ 100.00	\$ 100.00	\$ 100.00	
5	Association Meetings (Periodic professional/educational mtgs.)		\$ 100.00	\$ 100.00	\$ 100.00	
6	Required Certification Renewal for Contact Hours - 20 x \$115		\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	
7	NC AWWA Annual Conf. & Misc. Leadership Programs		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
8	Pesticide Exam/Certification Fee & Manuals		\$ 170.00	\$ 170.00	\$ 170.00	
9	Rental Car Expense		\$ 300.00	\$ 300.00	\$ 300.00	
10	AWWA, NCRWA, Compost Annual Conference (Director)		\$3,000	\$ 3,000.00	\$ 3,000.00	
11	UNC Water and Wastewater National Leadership School		\$ 13,550.00	\$ -	\$ -	
12	Lab Analyst II X's 2 (\$290 + \$85 x 2)		\$ 750.00	\$ 700.00	\$ 700.00	
13	Total Estimated Travel FY 19-20 Year End	\$ 8,675.00				
14						
	<b>Total - 3121 Travel</b>	<b>\$ 8,675.00</b>	<b>\$ 27,220.00</b>	<b>\$ 13,620.00</b>	<b>\$ 13,620.00</b>	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund: 61-Utilities Fund		Dept. Head-Mike Wagner					
Dept #: Public Utilities - 4177							
Division: Waste Treatment - 4177							
Account: 3522 Machine/Equipment Maintenance							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Inspect, Repair, Calibration		\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	
2		Electronic Maintenance (Calibrations, repairs, etc..)		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
3		Vibration Analysis/Infrared Analysis		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
4		Pump/Motors Repair on WRF Site		\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	
5		Hoist Inspections		\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
6		Bio Blower Service-Annual		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
7		Turbo Blowers - Annual Service		\$ 15,100.00	\$ 15,100.00	\$ 15,100.00	
8		Maintenance Contract for Smart System 5		\$ 4,300.00	\$ 4,300.00	\$ 4,300.00	
9		UV Light Replacement Parts & Repairs		\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	
10		Annual Belt Filter Press Service		\$ 6,800.00	\$ 6,800.00	\$ 6,800.00	
11		Replace 3 sets of Belts, Spray Nozzles & Shoes on Dewatering Belt Presses (yearly)		\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	
12		Dewatering Service Parts Seals,Doctor Blades,Polymer Feed		\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	
13		Annual PLC Program Inventory		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
14		Replace Air Filters for Turbo Blowers & Panels		\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
15		Replace Weir Brushes		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
16		Instrumentation Sensors (DO, pH, Turbidity & Monitors)		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
17		Grit Chambers - #1 & #2 Clean Out		\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	
18		SCADA & PLC Service (CITI)		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
19		WASS Valve Replacement		\$ 95,000.00	\$ 95,000.00	\$ -	
20		Bio Tank Blower Replacement		\$ 19,100.00	\$ 19,100.00	\$ 19,100.00	
21		Bio Blower Replacement (includes removal of old & installation of new)		\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	
22		U.V. System Replacement		\$ 990,000.00	\$ 990,000.00	\$ 990,000.00	
23		Aerator Rehabilitation		\$ 79,000.00	\$ 79,000.00	\$ -	
24		Basin #2 Sludge Removal and diffuser changing		\$ 140,000.00	\$ 140,000.00	\$ 126,000.00	
25		Phase II of Telemetry Upgrade at 40-locations		\$ 200,000.00	\$ 200,000.00	\$ 100,000.00	
26		Per Mike reduce \$1,114,016. Detail not specified			\$ (1,114,016.00)	\$ (1,114,016.00)	
27		Total Estimated FY 19-20 Year End Budget	\$ 914,000.00				
28							
Total - 3522 Machine/Equipment Maintenance			\$ 914,000.00	\$ 2,002,100.00	\$ 888,084.00	\$ 600,084.00	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund: 61-Utilities Fund				Dept. Head-Mike Wagner			
Dept #: Public Utilities - 4177							
Division: Waste Treatment - 4177							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Wastewater Operator Certification Renewals (22 x \$50-this includes some cross-certified water operators)(Due in Dec)	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
2		NCAWWA-WEA Assn. Membership for Operators (\$85 x 21)(3 due in Feb & remainder in May)	\$ 1,425.00	\$ 1,785.00	\$ 1,785.00	\$ 1,785.00	
3		NC AWWA-WEA Maintenance Technology Certification (Jay/Mechanic)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
4		Annual NPDES Permit Fee (Discharge) due in November	\$ 3,440.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
5		Laboratory Annual Certification (due in Oct)	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	
6		Pretreatment Consortium (Pretreatment Coordinator)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	
7		Water Environment Federation/National AWWA(Director)	\$ 453.00	\$ 500.00	\$ 500.00	\$ 500.00	
8		NC Rural Water Assoc.(City of Goldsboro System Membership)	\$ 1,085.00	\$ 1,085.00	\$ 1,085.00	\$ 1,085.00	
9		Reclaimed Water Annual Permit (Non-Discharge)(due July)	\$ 1,310.00	\$ 1,325.00	\$ 1,325.00	\$ 1,325.00	
10		NC Association of Municipal Clerks/International Institute of Municipal Clerks	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	
		<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 10,688.00</b>	<b>\$ 11,270.00</b>	<b>\$ 11,270.00</b>	<b>\$ 11,270.00</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund: 61-Utilities Fund</b>				<b>Dept. Head-Mike Wagner</b>			
<b>Dept #: Public Utilities - 4177</b>							
<b>Division: Waste Treatment - 4177</b>							
<b>Account: 4911 Subscriptions</b>							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Laboratory Standards Manuals	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 4911 Subscriptions</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	





## **FISCAL YEAR 2020-21 BUDGET**

### **DEPARTMENT/DIVISION: PUBLIC UTILITIES / COMPOST FACILITY**

#### **DEPARTMENT OVERVIEW:**

The City of Goldsboro operates a Compost Facility that produces an "Exceptional Quality" compost from chipped yard waste and dewatered biosolids'. This is the biosolids management plan for the Water Reclamation Facility This facility is largely controlled by computers to track compost temperatures during the 30-day composting period. The computers also control blowers that cycle on and off to provide air to the thermophilic composting organisms and to cool them off when temperatures get too hot. The Compost Facility consistently produces a very high quality of compost making it the preferred compost for landscapers, and golf course builders.

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

The Compost Facility aligns their major objectives with "Grow Goldsboro's" strategic goals of Strong and Diverse Economy, Exceptional Quality of Life, and Model for Excellence in Government. They are to:

- Produce high quality compost that meets all federal and state regulations.
- Make a beneficial end product from two waste streams; yard waste and biosolids.
- Maintain the Compost Facility assets, to maximize the infrastructure life span and productivity.
- Have highly trained compost facility operators that understand the biology of the process, as well as the equipment that is used in production.

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

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner					
Dept #:		4179		Public Utilities		~ = Division by Zero					
Division:		4179		Compost		* = Change < \$500					
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 197,423.54	\$ 207,521.90	\$ 207,521.90	\$ 199,566.36	\$ 232,802.66	12.18%	\$ 201,124.07	-3.08%	\$ 201,124.07	-3.08%
1220	Salaries & Wages Overtime	\$ 2,640.98	\$ 152.26	\$ 152.26	\$ 2,200.00	\$ 2,200.00	1344.90%	\$ 2,200.00	1344.90%	\$ 2,200.00	1344.90%
1274	Call Duty Pay	\$ 125.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 2,316.15	\$ -	\$ -	\$ 2,065.00	\$ 2,478.00	~	\$ 2,065.00	~	\$ -	*
1278	Wellness Earnings	\$ 853.96	\$ -	\$ -	\$ 1,500.00	\$ 1,800.00	~	\$ 1,500.00	~	\$ -	*
1280	Vacation Pay Out	\$ 739.64	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 15,545.56	\$ 15,887.56	\$ 15,887.56	\$ 15,707.85	\$ 18,304.97	15.22%	\$ 15,827.01	-0.38%	\$ 15,554.29	-2.10%
1821	NCLGERS-Retirement	\$ 16,462.61	\$ 18,731.74	\$ 18,731.74	\$ 20,841.13	\$ 24,286.99	29.66%	\$ 20,999.24	12.11%	\$ 20,759.39	10.82%
1822	401-K Retirement	\$ 7,315.56	\$ 8,307.17	\$ 8,307.17	\$ 8,213.25	\$ 9,571.23	15.22%	\$ 8,275.56	-0.38%	\$ 8,132.96	-2.10%
1830	Hospital Insurance	\$ 29,952.58	\$ 31,800.00	\$ 31,800.00	\$ 32,700.00	\$ 39,240.00	23.40%	\$ 32,700.00	2.83%	\$ 32,700.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 198.22	\$ -	\$ -	\$ 190.80	\$ 228.96	*	\$ 228.96	*	\$ 228.96	*
1850	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ 98.00	*	\$ 98.00	*	\$ 98.00	*
1860	Worker's Compensation	\$ 1,078.00	\$ 1,132.00	\$ 1,132.00	\$ 1,110.00	\$ 1,166.00	3.00%	\$ 1,166.00	3.00%	\$ 1,166.00	3.00%
	Total Salaries & Benefits	\$ 274,651.80	\$ 283,532.63	\$ 283,532.63	\$ 284,094.39	\$ 332,176.80	17.16%	\$ 286,183.85	0.94%	\$ 281,963.67	-0.55%
1915	Bank Fees	\$ 877.24	\$ 825.00	\$ 825.00	\$ 825.00	\$ 825.00	0.00%	\$ 825.00	0.00%	\$ 825.00	0.00%
1932	Medical Exams	\$ 149.00	\$ 200.00	\$ 200.00	\$ 160.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ 2,466.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
2111	Cleaning Supplies	\$ 526.67	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2121	Uniforms	\$ 1,483.43	\$ 1,250.00	\$ 1,250.00	\$ 1,800.00	\$ 1,800.00	44.00%	\$ 1,800.00	44.00%	\$ 1,800.00	44.00%
2123	Protective Clothing	\$ 1,098.57	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,375.00	10.00%	\$ 1,375.00	10.00%	\$ 1,375.00	10.00%
2124	Shoes-Steel Toe	\$ 450.00	\$ 450.00	\$ 450.00	\$ 510.00	\$ 690.00	53.33%	\$ 690.00	53.33%	\$ 690.00	53.33%
2203	Employee Appreciation	\$ 79.64	\$ 80.00	\$ 80.00	\$ 80.00	\$ 96.00	*	\$ 96.00	*	\$ 96.00	*
2323	Other Training	\$ 1,220.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 39,881.01	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
2502	Vehicle Fuel	\$ 6,775.62	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	\$ 12,500.00	0.00%	\$ 12,500.00	0.00%	\$ 12,500.00	0.00%
2591	Fuel For Equipment	\$ 38,027.95	\$ 36,000.00	\$ 41,920.04	\$ 36,000.00	\$ 36,000.00	0.00%	\$ 36,000.00	0.00%	\$ 36,000.00	0.00%
2601	Office Supplies	\$ 943.43	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2993	Operational Supplies	\$ 20,415.73	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 22,000.00	4.76%	\$ 22,000.00	4.76%	\$ 22,000.00	4.76%
2994	Tools	\$ 610.69	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	0.00%	\$ 750.00	0.00%	\$ 750.00	0.00%
2998	Chemicals	\$ 2,019.81	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
3121	Travel	\$ 155.00	\$ 515.00	\$ 515.00	\$ 515.00	\$ 1,795.00	248.54%	\$ 1,795.00	248.54%	\$ 1,795.00	248.54%
3250	Postage	\$ 12.32	\$ 100.00	\$ 100.00	\$ 2,300.00	\$ 2,300.00	2200.00%	\$ 2,300.00	2200.00%	\$ 2,300.00	2200.00%
3310	Electricity	\$ 36,710.81	\$ 40,000.00	\$ 40,000.00	\$ 52,000.00	\$ 52,000.00	30.00%	\$ 52,000.00	30.00%	\$ 52,000.00	30.00%
3410	Printing	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
3421	Copy Machine Cost	\$ -	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	*	\$ 25.00	*	\$ 25.00	*
3511	Building Maintenance	\$ 12,951.95	\$ 27,325.00	\$ 36,925.00	\$ 36,925.00	\$ 30,000.00	9.79%	\$ 30,000.00	9.79%	\$ 30,000.00	9.79%
3521	Office Machine Maintenance	\$ 605.96	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
3522	Machine/Equipment Maintenance	\$ 117,497.24	\$ 110,750.00	\$ 117,921.28	\$ 117,920.00	\$ 118,000.00	6.55%	\$ 108,000.00	-2.48%	\$ 108,000.00	-2.48%
4391	Equipment Rent	\$ 2,905.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
4401	Generator Contract	\$ 650.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00	25.00%	\$ 1,000.00	25.00%	\$ 1,000.00	25.00%
4403	Compost Analysis	\$ 5,068.37	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,600.00	10.00%	\$ 6,600.00	10.00%	\$ 6,600.00	10.00%
4511	Multi-Peril Insurance	\$ 21,191.00	\$ 22,251.00	\$ 22,251.00	\$ 22,071.00	\$ 23,871.00	7.28%	\$ 23,871.00	7.28%	\$ 23,871.00	7.28%

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head		Mike Wagner					
Dept #:		4179	Public Utilities		~ = Division by Zero						
Division:		4179	Compost		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
4521	Auto Liability	\$ 8,631.00	\$ 9,063.00	\$ 9,063.00	\$ 8,444.00	\$ 8,866.00	-2.17%	\$ 8,866.00	-2.17%	\$ 8,866.00	-2.17%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	*	\$ 22.00	*	\$ 22.00	*
4911	Subscriptions	\$ -	\$ 175.00	\$ 175.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 2,488.45	\$ 5,830.00	\$ 5,830.00	\$ 5,830.00	\$ 5,945.00	1.97%	\$ 5,945.00	1.97%	\$ 5,945.00	1.97%
9561	Office Supplies	\$ 75.68	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
	Total Operating Expenditures	\$ 325,989.57	\$ 355,561.00	\$ 378,252.32	\$ 383,827.00	\$ 385,060.00	8.30%	\$ 375,060.00	5.48%	\$ 375,060.00	5.48%
5067	Compost Bagger		\$ 8,500.00	\$ 8,500.00	\$ 8,450.00	\$ -	*	\$ -	*	\$ -	*
5078	Conveyor Loading System		\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	*	\$ -	*	\$ -	*
5164	Trommel Screen	\$ 236,944.15			\$ -	\$ -	*	\$ -	*	\$ -	*
5165	Agitator/Rehabilitate	\$ 57,150.00	\$ -	\$ -	\$ 4,770.00	\$ -	*	\$ -	*	\$ -	*
5302	Mixing Truck	\$ -	\$ -	\$ -	\$ -	\$ 135,000.00	~	\$ 45,000.00	~	\$ 25,000.00	~
5509	Heavy Duty Wheel Loader	\$ 155,205.12			\$ -	\$ 156,000.00	~	\$ 156,000.00	~	\$ 156,000.00	~
	Total Capital Outlay	\$ 449,299.27	\$ 208,500.00	\$ 208,500.00	\$ 213,220.00	\$ 291,000.00	39.57%	\$ 201,000.00	-3.60%	\$ 181,000.00	-13.19%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Utilities-Compost Budget	\$ 1,049,940.64	\$ 847,593.63	\$ 870,284.95	\$ 881,141.39	\$ 1,008,236.80	18.95%	\$ 862,243.85	1.73%	\$ 838,023.67	-1.13%

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Utilities - 4179					
Division:		Compost - 4179					
Dept. Head-Mike Wagner							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular		5 FTE's	\$ 199,566.36	\$ 232,802.66	\$ 201,124.07	\$ 201,124.07
1220	Salaries & Wages Overtime		\$1525 spent YTD; \$675 more estimated	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
1274	Call Duty Pay		N/A	\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		\$413 x 5 employees for a net \$250 Bonus; Dept- 6; Mgr - 5	\$ 2,065.00	\$ 2,478.00	\$ 2,065.00	\$ -
1278	Wellness Earnings		\$300 per year X 5 employees; Dept - 6; Mgr - 5	\$ 1,500.00	\$ 1,800.00	\$ 1,500.00	\$ -
1280	Vacation Pay Out		N/A	\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 15,707.85	\$ 18,304.97	\$ 15,827.01	\$ 15,554.29
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 20,841.13	\$ 24,286.99	\$ 20,999.24	\$ 20,759.39
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,213.25	\$ 9,571.23	\$ 8,275.56	\$ 8,132.96
1830	Hospital Insurance		# FTE X \$6,540 (\$545 per employee per month)	\$ 32,700.00	\$ 39,240.00	\$ 32,700.00	\$ 32,700.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 190.80	\$ 228.96	\$ 228.96	\$ 228.96
1850	Unemployment Compensation		Provided by Finance	\$ -	\$ 98.00	\$ 98.00	\$ 98.00
1860	Worker's Compensation		Provided by Finance	\$ 1,110.00	\$ 1,166.00	\$ 1,166.00	\$ 1,166.00
Total Salaries & Benefits				\$ 284,094.39	\$ 332,176.80	\$ 286,183.85	\$ 281,963.67
1915	Bank Fees			\$ 825.00	\$ 825.00	\$ 825.00	\$ 825.00
1932	Medical Exams			\$ 160.00	\$ 200.00	\$ 200.00	\$ 200.00
1991	Consultant Fees	Y	Miscellaneous professional services for stormwater, spill prevention, and composting	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2111	Cleaning Supplies		Housekeeping: floor cleaner, toilet paper, paper towels, etc	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2121	Uniforms		\$1000 spent July-Jan; \$800 more estimated Feb-June	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
2123	Protective Clothing		5 X \$275	\$ 1,250.00	\$ 1,375.00	\$ 1,375.00	\$ 1,375.00
2124	Shoes-Steel Toe		\$115 x 6 employees for FY20-21	\$ 510.00	\$ 690.00	\$ 690.00	\$ 690.00
2203	Employee Appreciation		\$16 x 6 for FY20-21	\$ 80.00	\$ 96.00	\$ 96.00	\$ 96.00
2323	Other Training	Y	See SCH2323	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2501	Vehicle Operation/Maintenance		Maintenance & repairs for trucks, loaders & lawn mowers	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
2502	Vehicle Fuel		\$2500 spent July-Jan; \$7500 more estimated Feb-June	\$ 10,000.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
2591	Fuel For Equipment		Horizontal Grinder, Trommel Screen, 3 Heavy Duty Loaders	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00
2601	Office Supplies		Miscellaneous: such as pens, binders, printer supplies, etc.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2993	Operational Supplies		Opp. expenses that aren't budgeted for in other line items	\$ 21,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
2994	Tools		Tools for maintenance of equipment and grounds	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
2998	Chemicals		Herbicides, aerosols, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3121	Travel	Y	See SCH3121	\$ 515.00	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:		61-Utilities Fund		Green Cell - Department Input			
Dept #:		Public Utilities - 4179					
Division:		Compost - 4179					
Dept. Head-Mike Wagner							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3250	Postage		\$1300 spent July-Jan; \$1,000 more estimated Feb-June; new line item showing FedEx costs	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
3310	Electricity		\$30,000 spent July-Jan; \$22,000 more estimated Feb-June	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00
3410	Printing		Compost bag labels, brochures, bills of lading	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
3421	Copy Machine Cost		\$0 spent this FY	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
3511	Building Maintenance		Miscellaneous Building Repairs, Annual Fire Ex. Inspection	\$ 36,925.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3521	Office Machine Maintenance		Maintenance and repairs for office equipment	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3522	Machine/Equipment Maintenance		Operations and Preventative and Corrective Maintenance of Equipment	\$ 117,920.00	\$ 118,000.00	\$ 108,000.00	\$ 108,000.00
4391	Equipment Rent		Scissor Lift for Lights, Bulldozer for leveling leaves, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4401	Generator Contract		Annual & semi-annual servicing	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
4403	Compost Analysis		10% Price increase for testing	\$ 6,000.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 22,071.00	\$ 23,871.00	\$ 23,871.00	\$ 23,871.00
4521	Auto Liability		Provided by Finance	\$ 8,444.00	\$ 8,866.00	\$ 8,866.00	\$ 8,866.00
4541	Employee Personal Liability		Provided by Finance	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00
4911	Subscriptions	Y	See SCH4911	\$ -	\$ -	\$ -	\$ -
4912	Fees & Dues	Y	Certifications, Permits, Memberships, etc.	\$ 5,830.00	\$ 5,945.00	\$ 5,945.00	\$ 5,945.00
9561	Office Supplies		City letterhead/copier paper & calendars	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Total Operating Expenditures				\$ 383,827.00	\$ 385,060.00	\$ 375,060.00	\$ 375,060.00
5067	Compost Bagger			\$ 8,450.00	\$ -	\$ -	\$ -
5078	Conveyor Loading System		See Capital Acct# might be 5420	\$ 200,000.00	\$ -	\$ -	\$ -
5164	Trommel Screen			\$ -	\$ -	\$ -	\$ -
5165	Agitator/Rehabilitate			\$ 4,770.00	\$ -	\$ -	\$ -
5302	Mixing Truck				\$ 135,000.00	\$ 45,000.00	\$ 25,000.00
5509	Heavy Duty Wheel Loader		See Capital	\$ -	\$ 156,000.00	\$ 156,000.00	\$ 156,000.00
Total Capital Outlay				\$ 213,220.00	\$ 291,000.00	\$ 201,000.00	\$ 181,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Utilities-Compost Budget				\$ 881,141.39	\$ 1,008,236.80	\$ 862,243.85	\$ 838,023.67

CAPITAL OUTLAY				Fiscal Year FY20-21															
Fund:		61-Utilities Fund				Dept. Head-Mike Wagner													
Dept #:		Public Utilities - 4179																	
Division:		Compost - 4179																	
		Current Asset Information								Replacement Asset Information									
		Maintenance Cost History																	
										(N)ew or (U)sed ?									
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20		Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?		
1	5302	963	Roto-Mix Truck 2002/Sterling	\$ 106,500.00	41,866	\$ 10,000.00	\$ 24,475.00	\$ 25,667.00	\$ 15,320.00	N	2	Dump Truck	Age/Maintenance/Shafts, bearings, chains	\$ 135,000.00	\$ 45,000.00	\$ 25,000.00	N		
2	5509	1069	Heavy Duty Loader 2005	\$ 130,800.00	14,033	\$ 20,000.00	\$ 15,058.00	\$ 13,830.00	\$ 7,059.00	N	1	H.D. Wheel Loader	Age/Maintenance	\$ 156,000.00	\$ 156,000.00	\$ 156,000.00	N		
3																			
4																			
5																			
6																			
7																			
8																			
9																			
10																			
Total Capital Outlay Request				\$ 237,300.00		\$ 30,000.00	\$ 39,533.00	\$ 39,497.00	\$ 22,379.00					\$ 291,000.00	\$ 201,000.00	\$ 181,000.00			

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 61-Utilities Fund  
Dept #: Public Utilities - 4179  
Division: Compost - 4179  
Account: 1991 Consultant Fees

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Miscellaneous Professional Consulting Services for Stormwater, Spill Prevention, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
2						
3						
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 1991 Consultant Fees</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>	



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

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

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Annual Mandatory Stormwater Training (ES&GS/Bill Sabata)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
2	Chemical Spill Response Training	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
3	Certified Compost Training	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4						
5						
6						
7						
8						
9						
10						
	<b>Total - 2323 Other Training</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 61-Utilities Fund  
Dept #: Public Utilities - 4179  
Division: Compost - 4179  
Account: 3121 Travel

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Public Utilities Director & 2 Compost Operators - Biosolids Seminars & Contact Hours Required to Keep Certifications 3 x \$115	\$ 345.00	\$ 345.00	\$ 345.00	\$ 345.00	
2	Pesticide Exam/Certification Fees & Manuals	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	
3	Caterpillar Loader Operations/Maintenance/Safety Class X's 2		\$ 180.00	\$ 180.00	\$ 180.00	
4	Compost Conference		\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
5						
6						
7						
8						
9						
10						
	<b>Total - 3121 Travel</b>	<b>\$ 515.00</b>	<b>\$ 1,795.00</b>	<b>\$ 1,795.00</b>	<b>\$ 1,795.00</b>	

**SUPPORTING SCHEDULE****Fiscal Year FY20-21**

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

**Dept. Head-Mike Wagner**

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:	61-Utilities Fund			Dept. Head	Marty Anderson						
Dept #:	4178	Public Utilities			~ = Division by Zero						
Division:	4178	Utility Fund Capital			* = Change < \$500						
Purple Cell-Finance Input											
	Object of Expenditure	FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1276	Salary Reserve	\$ -			\$ -	\$ 65,576.00	~	\$ 65,576.00	~	\$ -	*
1834	City's Portion Retiree Health Insur	\$ 34,465.53			\$ -	\$ 38,000.00	~	\$ 38,000.00	~	\$ 38,000.00	~
	Total Salaries & Benefits	\$ 34,465.53	\$ -	\$ -	\$ -	103,576.00	~	\$ 103,576.00	~	\$ 38,000.00	~
1925	Debt Issuance Costs & Fees	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 239,528.74	\$ -	\$ 229,670.00	\$ 250,000.00	\$ -	*	\$ -	*	\$ -	*
3599	Storm Damage Cleanup	\$ 1,180,347.09	\$ -	\$ 650,552.15	\$ -	\$ -	*	\$ -	*	\$ -	*
9970	Depreciation Expense	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 1,419,875.83	\$ -	\$ 880,222.15	\$ 250,000.00	\$ -	*	\$ -	*	\$ -	*
5068	Streetscape Project	\$ 139,312.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5152	Meter Reading Device Upgrade	\$ 2,472,191.72	\$ -	\$ 108,112.72	\$ 107,810.92	\$ -	*	\$ -	*	\$ -	*
5157	Software Expense	\$ 50,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5412	Compact Pick-Up Trucks	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00	~	\$ 24,000.00	~	\$ 24,000.00	~
5527	Miscellaneous Equipment	\$ -	\$ -	\$ -	\$ -	\$ 8,100.00	~	\$ 8,100.00	~	\$ 8,100.00	~
5567	Playground Equipment	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5734	GPS Equipment		\$ 57,200.00	\$ 57,200.00	\$ 50,285.90	\$ 6,110.00	-89.32%	\$ 6,110.00	-89.32%	\$ 6,110.00	-89.32%
5741	Sewer Bond Exp-Engineering	\$ 57,715.00	\$ -	\$ 107,185.00	\$ 107,185.00	\$ 450,000.00	~	\$ -	*	\$ -	*
5744	Sewer Capacity Purchased		\$ -	\$ -	\$ 687,000.00	\$ -	*	\$ -	*	\$ -	*
5745	NCDOT U57-24 Ctrl Hts Realignmt		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5909	Utility Improvements	\$ 88,581.61			\$ -	\$ 125,000.00	~	\$ 125,000.00	~	\$ 125,000.00	~
5912	Water Tank Painting	\$ 289,054.00	\$ -	\$ 848,749.50	\$ 1,050,190.00	\$ 760,000.00	~	\$ 500,000.00	~	\$ 500,000.00	~
5957	Water Plant Expansion	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5969	Sewer Improvements	\$ -			\$ -	\$ 895,000.00	~	\$ -	*	\$ -	*
5982	Water Improvements	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 3,096,854.33	\$ 57,200.00	\$ 1,121,247.22	\$ 2,002,471.82	\$ 2,308,210.00	3935.33%	\$ 663,210.00	1059.46%	\$ 663,210.00	1059.46%
7160	Lease Purchase Payment	\$ 67,252.29			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ 67,252.29	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Utilities-Utility Fund Capital Budget	\$ 4,618,447.98	\$ 57,200.00	\$ 2,001,469.37	\$ 2,252,471.82	\$ 2,411,786.00	4116.41%	\$ 766,786.00	1240.53%	\$ 701,210.00	1125.89%



<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>61-Utilities Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Public Utilities - 4178</b>					
<b>Division:</b>		<b>Utility Fund Capital - 4178</b>					
		<b>Dept. Head-Marty Anderson</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1276	Salary Reserve		Estimated Cola/Merit calculation		\$ 65,576.00	\$ 65,576.00	\$ -
1834	City's Portion Retiree Health Insur		City portion of retiree health insurance - approximately 3 retirees		\$ 38,000.00	\$ 38,000.00	\$ 38,000.00
<b>Total Salaries &amp; Benefits</b>				\$ -	\$ 103,576.00	\$ 103,576.00	\$ 38,000.00
1925	Debt Issuance Costs & Fees					\$ -	\$ -
1991	Consultant Fees	Y	The Wooten Co. Water/Wastewater Design Project (May need to be reclassified to project. Cfg 4/2/2020 5:59 PM)	\$ 250,000.00	\$ -	\$ -	\$ -
3599	Storm Damage Cleanup		Sewer Rehab Storm Damage Project -Florence and Matthew - reclassified Florenc to R1102	\$ -		\$ -	\$ -
9970	Depreciation Expense						
<b>Total Operating Expenditures</b>				\$ 250,000.00	\$ -	\$ -	\$ -
5068	Streetscape Project				\$ -	\$ -	\$ -
5152	Meter Reading Device Upgrade		Meter Reading Device Upgrade	\$ 107,810.92	\$ -	\$ -	\$ -
5157	Software Expense				\$ -	\$ -	\$ -
5412	Compact Pick-Up Trucks		2020 F-150 4x2 SuperCab Truck - Substantial increase in Engineering projects require survey tech to have dependable transportation for reporting to numerous job sites throughout the City	\$ -	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
5527	Miscellaneous Equipment		Survey Utility Box to Transport/Lock Up Survey Equipment	\$ -	\$ 8,100.00	\$ 8,100.00	\$ 8,100.00
5567	Playground Equipment				\$ -	\$ -	\$ -
5734	GPS Equipment		Trimble S5- FY19/20. Current Trimble GEOXH GPS unit is no longer covered by maintenance agreement-FY20/21	\$ 50,285.90	\$ 6,110.00	\$ 6,110.00	\$ 6,110.00
5741	Sewer Bond Exp-Engineering		SJAFB Outfall Rehabilitation/Replacement	\$ 107,185.00	\$ 450,000.00	\$ -	\$ -
5744	Sewer Capacity Purchased		Fremont Sewer Capacity Purchased	\$ 687,000.00	\$ -	\$ -	\$ -
5745	NCDOT U57-24 Ctrl Hts Realignmt		Project funds not required until Year 2022		\$ -	\$ -	\$ -
5909	Utility Improvements		NCDOT Proj. U-5994-Wayne Mem. Dr. Utility Relocations	\$ -	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00
5912	Water Tank Painting		Center St.-FY19/20 & New Hope Road Water Tank Paintings- FY20/21 - Per Mike Wagner - he will leave tank maintenance in his figures so \$760K can be reduced to \$260K to \$500K cfg 5/1/2020 2:46 PM	\$ 1,050,190.00	\$ 760,000.00	\$ 500,000.00	\$ 500,000.00
5957	Water Plant Expansion				\$ -	\$ -	\$ -
5969	Sewer Improvements		Phase IV Sewer Rehab, Inflow-Infiltration Repairs, and Petitioned Sanitary Sewer Improvements for Oak Forest Road, Courtney Road, US 117 South, and Smith Drive		\$ 895,000.00	\$ -	\$ -
5982	Water Improvements		Petitioned Water Improvements for Branch Street		\$ 40,000.00	\$ -	\$ -
<b>Total Capital Outlay</b>				\$ 2,002,471.82	\$ 2,308,210.00	\$ 663,210.00	\$ 663,210.00
7160	<b>Total Capital Outlay</b>			\$ -	\$ -	\$ -	\$ -
<b>Total Debt Service</b>				\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY20-21		Blue Font - Detail Schedule Requested		
Fund:		61-Utilities Fund		Green Cell - Department Input		
Dept #:		Public Utilities - 4178				
Division:		Utility Fund Capital - 4178				
		Dept. Head-Marty Anderson				
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
Total Public Utilities-Utility Fund Capital Budge			\$ 2,252,471.82	\$ 2,411,786.00	\$ 766,786.00	\$ 701,210.00



EXPENDITURE SHEET											
Fiscal Year FY20-21											
Fund:	61-Utilities Fund		Dept. Head								
Dept #:	8101	Transfers & Shared Services		~ = Division by Zero							
Division:	8101	~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1276	Salary Reserve		\$ 1,961.96	\$ 1,961.96	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ 1,961.96	\$ 1,961.96	\$ -	\$ -	*	\$ -	*	\$ -	*
4993	General Overhead		\$ 1,135,156.00	\$ 1,135,156.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4996	Finance		\$ 874,691.00	\$ 874,691.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4998	Engineers		\$ 859,684.00	\$ 859,684.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ 2,869,531.00	\$ 2,869,531.00	\$ -	\$ -	*	\$ -	*	\$ -	*
81002	Transfer to Fund Balance		\$ 88,416.00	\$ 88,416.00	\$ -	\$ -	*	\$ 197,244.00	123.09%	\$ 214,475.00	142.57%
81003	Transfer to Capital Projects	\$ 178,114.00	\$ 346,000.00	\$ 346,000.00	\$ 346,000.00	\$ 650,000.00	87.86%	\$ 650,000.00	87.86%	\$ 650,000.00	87.86%
81004	Transfer to Special Revenue Fund	\$ 1,773,265.00			\$ -	\$ -	*	\$ -	*	\$ -	*
88101	Shared Services Expense - General Fund	\$ -			\$ 2,869,531.00	\$ 2,938,105.00	~	\$ 2,938,105.00	~	\$ 2,938,105.00	~
	Total Transfers	\$ 1,951,379.00	\$ 434,416.00	\$ 434,416.00	\$ 3,215,531.00	\$ 3,588,105.00	725.96%	\$ 3,785,349.00	771.37%	\$ 3,802,580.00	775.33%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Transfers & Shared Services~ Budget	\$ 1,951,379.00	\$ 3,305,908.96	\$ 3,305,908.96	\$ 3,215,531.00	\$ 3,588,105.00	8.54%	\$ 3,785,349.00	14.50%	\$ 3,802,580.00	15.02%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>61-Utilities Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Transfers &amp; Shared Services - 8101</b>					
<b>Division:</b>		<b>~ - 8101</b>					
		<b>Dept. Head-</b>					
	<b>Object of Expenditure</b>	<b>Sched?</b>	<b>Detailed Justification</b>	<b>Estimated Year End Jun 30</b>	<b>Department Request</b>	<b>Manager Recommend. 6/1/20</b>	<b>Adopted 6/17/20</b>
1276	Salary Reserve		None	\$ -	\$ -	\$ -	\$ -
	<b>Total Salaries &amp; Benefits</b>			\$ -	\$ -	\$ -	\$ -
4993	General Overhead		Shared Services from the General Fund	\$ -	\$ -	\$ -	\$ -
4996	Finance		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -	\$ -
4998	Engineers		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -	\$ -
	<b>Total Operating Expenditures</b>			\$ -	\$ -	\$ -	\$ -
81002	Transfer to Fund Balance		Budgetary only, no Jun 30 entry	\$ -	\$ -	\$ 197,244.00	\$ 214,475.00
81003	Transfer to Capital Projects		Transfer for Tiger Project R1103 \$200K; Transfer to S1104 SJAFB Outfall funded by 2010 Sewer Bond remaining proceeds ~\$450K	\$ 346,000.00	\$ 650,000.00	\$ 650,000.00	\$ 650,000.00
81004	Transfer to Special Revenue Fund		None	\$ -	\$ -	\$ -	\$ -
88101	Shared Services Expense - General Fund		Shared Services from the General Fund	\$ 2,869,531.00	\$ 2,938,105.00	\$ 2,938,105.00	\$ 2,938,105.00
	<b>Total Transfers</b>			\$ 3,215,531.00	\$ 3,588,105.00	\$ 3,785,349.00	\$ 3,802,580.00
	<b>Total Debt Service</b>					\$ -	\$ -
	<b>Total Transfers &amp; Shared Services-~ Budget</b>			\$ 3,215,531.00	\$ 3,588,105.00	\$ 3,785,349.00	\$ 3,802,580.00

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		61-Utilities Fund		Dept. Head							
Dept #:		8111	Debt Service		~ = Division by Zero						
Division:		8111	~		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ -	\$ -	\$ -	\$ 6,100.00	\$ 7,400.00	~	\$ 7,400.00	~	\$ 7,400.00	~
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ 6,100.00	\$ 7,400.00	~	\$ 7,400.00	~	\$ 7,400.00	~
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7100	Bond Principal	\$ -	\$ 1,107,903.00	\$ 1,107,903.00	\$ 988,374.00	\$ 965,680.00	-12.84%	\$ 965,680.00	-12.84%	\$ 965,680.00	\$ (0.13)
7110	Wastewater Principal Payment	\$ -	\$ 168,085.00	\$ 168,085.00	\$ 168,085.00	\$ 588,369.00	250.04%	\$ 588,369.00	250.04%	\$ 588,369.00	\$ 2.50
7120	Water Loan Principal	\$ -	\$ 483,061.00	\$ 483,061.00	\$ 483,060.00	\$ 572,928.00	18.60%	\$ 572,928.00	18.60%	\$ 572,928.00	\$ 0.19
7160	Lease Purchase Payment	\$ -	\$ 269,128.00	\$ 269,128.00	\$ 269,325.00	\$ 276,864.00	2.87%	\$ 276,864.00	2.87%	\$ 276,864.00	\$ 0.03
7162	AMR Loan Payment	\$ -	\$ 754,295.00	\$ 754,295.00	\$ 594,057.00	\$ 589,300.00	-21.87%	\$ 589,300.00	-21.87%	\$ 589,300.00	\$ (0.22)
7200	Bond Interest	\$ -	\$ 273,046.00	\$ 273,046.00	\$ 277,613.00	\$ 249,764.00	-8.53%	\$ 249,764.00	-8.53%	\$ 249,764.00	\$ (0.09)
7210	Wastewater Interest Payment	\$ -	\$ 56,880.00	\$ 56,880.00	\$ 56,880.00	\$ 53,720.00	-5.56%	\$ 53,720.00	-5.56%	\$ 53,720.00	\$ (0.06)
7220	Water Loan Interest	\$ -	\$ 109,189.00	\$ 109,189.00	\$ 109,189.00	\$ 133,626.00	22.38%	\$ 133,626.00	22.38%	\$ 133,626.00	\$ 0.22
	Total Debt Service	\$ -	\$ 3,221,587.00	\$ 3,221,587.00	\$ 2,946,583.00	\$ 3,430,251.00	6.48%	\$ 3,430,251.00	6.48%	\$ 3,430,251.00	6.48%
	Total Debt Service~ Budget	\$ -	\$ 3,221,587.00	\$ 3,221,587.00	\$ 2,952,683.00	\$ 3,437,651.00	6.71%	\$ 3,437,651.00	6.71%	\$ 3,437,651.00	6.71%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>61-Utilities Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Dept. Head-</b>					
<b>Division:</b>		<b>Debt Service - 8111</b>					
<b>~ - 8111</b>							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
4920	Arbitrage Rebate Fees		Bingham Arbitrage Services - 001-E \$13M \$900; 007-G \$9.1M \$900; 019-GE \$7.5M \$1300; 020-G \$12.9M \$1300; 025-G \$5.3M \$1300; 026-G \$4.5M \$1300; 032-G \$11.7M \$1300	\$ 6,100.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00
<b>Total Operating Expenditures</b>				<b>\$ 6,100.00</b>	<b>\$ 7,400.00</b>	<b>\$ 7,400.00</b>	<b>\$ 7,400.00</b>
					\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
7100	Bond Principal		Per Debt Service Schedules	\$ 988,374.00	\$ 965,680.00	\$ 965,680.00	\$ 965,680.00
7110	Wastewater Principal Payment		Per Debt Service Schedules	\$ 168,085.00	\$ 588,369.00	\$ 588,369.00	\$ 588,369.00
7120	Water Loan Principal		Per Debt Service Schedules	\$ 483,060.00	\$ 572,928.00	\$ 572,928.00	\$ 572,928.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 269,325.00	\$ 276,864.00	\$ 276,864.00	\$ 276,864.00
7162	AMR Loan Payment		Per Debt Service Schedules	\$ 594,057.00	\$ 589,300.00	\$ 589,300.00	\$ 589,300.00
7200	Bond Interest		Per Debt Service Schedules	\$ 277,613.00	\$ 249,764.00	\$ 249,764.00	\$ 249,764.00
7210	Wastewater Interest Payment		Per Debt Service Schedules	\$ 56,880.00	\$ 53,720.00	\$ 53,720.00	\$ 53,720.00
7220	Water Loan Interest		Per Debt Service Schedules	\$ 109,189.00	\$ 133,626.00	\$ 133,626.00	\$ 133,626.00
<b>Total Debt Service</b>				<b>\$ 2,946,583.00</b>	<b>\$ 3,430,251.00</b>	<b>\$ 3,430,251.00</b>	<b>\$ 3,430,251.00</b>
<b>Total Debt Service-~ Budget</b>				<b>\$ 2,952,683.00</b>	<b>\$ 3,437,651.00</b>	<b>\$ 3,437,651.00</b>	<b>\$ 3,437,651.00</b>

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

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <b>Fund:</b> <b>70-Downtown District Fund</b> <b>Dept. Head-Catherine Gwynn</b> <b>Dept #:</b> <b>Revenues-Downtown District - Revenues</b> <b>Division:</b> <b>~ - Revenues</b>							
<div>Blue Font - Detail Schedule Requested</div> <div>Green Cell - Department Input</div>							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8101	Current Tax Levy		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 89,208	\$ 89,300	\$ 89,300	\$ 89,300
8102	Delinquent Taxes		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 1,780	\$ 1,700	\$ 1,700	\$ 1,700
8103	Current Vehicle Tax		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 4,766	\$ 5,500	\$ 5,500	\$ 5,500
8105	Delinquent Vehicle Tax		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ -	\$ -	\$ -	\$ -
8106	Penalties & Interest		PER PROPERTY TAX WORKSHEETS FY21 Property Tax JUN30 Estimate.xlsx; 2020-2021 Property Tax Revenue.xlsx; 10Year Property Tax Analysis FY21 Budget.xlsx	\$ 767	\$ 575	\$ 575	\$ 575
8106A	Penalties & Interest-NCVTS						
<b>Total-Tax Revenues-0001</b>				<b>\$ 96,521</b>	<b>\$ 97,075</b>	<b>\$ 97,075</b>	<b>\$ 97,075</b>
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 874	\$ 823	\$ 823	\$ 823
<b>Total-Capital Returns-0005</b>				<b>\$ 874</b>	<b>\$ 823</b>	<b>\$ 823</b>	<b>\$ 823</b>
8190	Other Miscellaneous Revenue		Current YTD \$384. FY19 \$600. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 5:56 PM	\$ 384	\$ -	\$ -	\$ -
<b>Total-Miscellaneous Revenues-0006</b>				<b>\$ 384</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
0	#N/A			\$ -	\$ -		
<b>Total-Shared Services-0007</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
8583	Fund Balance Withdrawal		None requested in Dept. Request	\$ -	\$ -		
<b>Total-Fund Balance Withdrawal-0009</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenues</b>				<b>\$ 97,779</b>	<b>\$ 97,898</b>	<b>\$ 97,898</b>	<b>\$ 97,898</b>

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		70-Downtown District Fund		Dept. Head		Erin Fonseca					
Dept #:		8350	Downtown Development		~ = Division by Zero						
Division:		8350	Municipal Service District		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1260	Salaries & Wages Part-Time		\$ 2,552.00	\$ 2,552.00	\$ 2,520.00	\$ 3,360.00	31.66%	\$ 3,360.00	31.66%	\$ 3,360.00	31.66%
1810	Social Security		\$ 200.00	\$ 200.00	\$ 192.78	\$ 257.04	*	\$ 257.04	*	\$ 257.04	*
	Total Salaries & Benefits	\$ -	\$ 2,752.00	\$ 2,752.00	\$ 2,712.78	\$ 3,617.04	31.43%	\$ 3,617.04	31.43%	\$ 3,617.04	31.43%
1991	Consultant Fees	\$ 5,854.00			\$ -	\$ -	*	\$ -	*	\$ -	*
2112	Downtown Clean-Up Program	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
2113	Downtown Beautification Program	\$ 5,309.47	\$ 20,500.00	\$ 21,850.00	\$ 17,200.71	\$ 20,000.00	-2.44%	\$ 20,000.00	-2.44%	\$ 12,000.00	-41.46%
2993	Operational Supplies	\$ 13,580.64	\$ 14,700.00	\$ 14,700.00	\$ 12,700.00	\$ 15,000.00	2.04%	\$ 15,000.00	2.04%	\$ 8,000.00	-45.58%
3410	Printing	\$ 4,099.14	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
3700	Advertising	\$ 15,067.80	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00	0.00%	\$ 21,280.00	0.00%	\$ 21,280.00	0.00%
3914	Contract Services	\$ 83.77	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	*	\$ 480.00	*	\$ 480.00	*
3999	Tax Listing	\$ 1,248.32	\$ 1,400.00	\$ 1,400.00	\$ 1,458.00	\$ 2,021.00	44.36%	\$ 2,021.00	44.36%	\$ 2,021.00	44.36%
4911	Subscriptions	\$ 24.99			\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 300.00			\$ -	\$ -	*	\$ -	*	\$ -	*
4988	Incentive Grant Program	\$ 4,102.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 15,000.00	150.00%	\$ 15,000.00	150.00%	\$ -	*
4991	Downtown Projects				\$ -	\$ -	*	\$ -	*	\$ 30,000.00	~
9927	Contingency Appropriation	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
9956	Facade Grants/Projects	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 49,670.13	\$ 67,860.00	\$ 69,210.00	\$ 62,618.71	\$ 77,281.00	13.88%	\$ 77,281.00	13.88%	\$ 77,281.00	13.88%
5142	Parking Lot Paving/Improvement	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	*	\$ -	*	\$ -	*
5941	Concrete Pad		\$ -	\$ 22,400.00	\$ 22,400.00	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ 42,400.00	\$ 42,400.00	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Downtown Development -Municipal Service District	\$ 49,670.13	\$ 70,612.00	\$ 114,362.00	\$ 107,731.49	\$ 80,898.04	14.57%	\$ 80,898.04	14.57%	\$ 80,898.04	14.57%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>70-Downtown District Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Downtown Development - 8350</b>					
<b>Division:</b>		<b>Municipal Service District - 8350</b>					
		<b>Dept. Head-Erin Fonseca</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1260	Salaries & Wages Part-Time		temporary PT event assistant	\$ 2,520.00	\$ 3,360.00	\$ 3,360.00	\$ 3,360.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 192.78	\$ 257.04	\$ 257.04	\$ 257.04
<b>Total Salaries &amp; Benefits</b>				<b>\$ 2,712.78</b>	<b>\$ 3,617.04</b>	<b>\$ 3,617.04</b>	<b>\$ 3,617.04</b>
<b>1991</b>	<b>Consultant Fees</b>	<b>Y</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
2112	Downtown Clean-Up Program						
2113	Downtown Beautification Program		Hanging basket replacements, tree replacements, murals, quote boards refresh, alley lighting, exterior drums and instruments for The Hub, planters and plants purchased for Community Cares day	\$ 17,200.71	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00
2993	Operational Supplies		Supplies for free annual events that benefit all of the city. Downtown Lights Up, Trolley Rides, shopping events, open houses, sprinkler fun days, movie series etc.	\$ 12,700.00	\$ 15,000.00	\$ 15,000.00	\$ 8,000.00
3410	Printing		Rack Cards(schedule of events and dining downtown), downtown maps	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3700	Advertising		Print, Digital and Radio expenses for Marketing and Advertising for downtown events/tourism: general marketing to promote Downtown , Go and Buz magazines, Cutis Media ads, billboards etc.	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00	\$ 21,280.00
3914	Contract Services		Retail Radio Annual Contract @ \$40/mo	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00
3999	Tax Listing			\$ 1,458.00	\$ 2,021.00	\$ 2,021.00	\$ 2,021.00
<b>4911</b>	<b>Subscriptions</b>	<b>Y</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>4912</b>	<b>Fees &amp; Dues</b>	<b>Y</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
4988	Incentive Grant Program			\$ 6,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
4991	Downtown Projects		The Hub facilities cost to upfit stage with screen, projector and speakers at \$30,000	\$ -	\$ -	\$ -	\$ 30,000.00
9927	Contingency Appropriation		Moved to 70-8101 Transfers to Fund Balance		\$ -	\$ -	\$ -
9956	Facade Grants/Projects					\$ -	\$ -
<b>Total Operating Expenditures</b>				<b>\$ 62,618.71</b>	<b>\$ 77,281.00</b>	<b>\$ 77,281.00</b>	<b>\$ 77,281.00</b>
5142	Parking Lot Paving/Improvement			\$ 20,000.00	\$ -	\$ -	\$ -
5941	Concrete Pad			\$ 22,400.00	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ 42,400.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Debt Service</b>						<b>\$ -</b>	<b>\$ -</b>
<b>Total Downtown Development -Municipal Serv</b>				<b>\$ 107,731.49</b>	<b>\$ 80,898.04</b>	<b>\$ 80,898.04</b>	<b>\$ 80,898.04</b>



EXPENDITURE SHEET      Fiscal Year FY20-21											
Fund:		70-Downtown District Fund		Dept. Head							
Dept #:		8101	Transfers & Shared Services		~ = Division by Zero						
Division:		8101	~		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB    % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted    % Δ    Incr/(Decr)
81002	Transfer to Fund Balance	\$ -	\$ -	\$ 7,339.00	\$ -	\$ 17,000.00	~	\$ 17,000.00	~	\$ 17,000.00	~
81003	Transfer to Capital Projects	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Transfers	\$ -	\$ -	\$ 7,339.00	\$ 100,000.00	\$ 17,000.00	~	\$ 17,000.00	~	\$ 17,000.00	~
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Transfers & Shared Services-~ Budget	\$ -	\$ -	\$ 7,339.00	\$ 100,000.00	\$ 17,000.00	~	\$ 17,000.00	~	\$ 17,000.00	~

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b>							
Fund:		70-Downtown District Fund		Dept. Head- <div> <span>Blue Font - Detail Schedule Requested</span>  <span>Green Cell - Department Input</span> </div>			
Dept #:		Transfers & Shared Services - 8101					
Division:		~ - 8101					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
81002	Transfer to Fund Balance		Budgetary Item-no entry needed for Jun 30.	\$ -	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
81003	Transfer to Capital Projects		Stage @ Hub construction cost	\$ 100,000.00	\$ -	\$ -	\$ -
	<b>Total Transfers</b>			\$ 100,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
					\$ -	\$ -	\$ -
	<b>Total Capital Outlay</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Debt Service</b>			\$ -	\$ -	\$ -	\$ -
	<b>Total Transfers &amp; Shared Services-~ Budget</b>			\$ 100,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:	95-Occupancy Tax Fund			Dept. Head	Catherine Gwynn						
Dept #:	Revenues	Revenues-Travel & Tourism			~ = Division by Zero						
Division:	Revenues	~			* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Adopted % Δ Incr/(Decr)
8243	Occupancy Tax/Civic Center	\$ 759,712.70	\$ 668,710.00	\$ 668,710.00	\$ 619,565.00	\$ 686,100.00	2.60%	\$ 686,100.00	2.60%	\$ 686,100.00	2.60%
8244	Occupancy Tax/Travel & Tourism	\$ 200,204.54	\$ 187,000.00	\$ 187,000.00	\$ 165,790.00	\$ 175,700.00	-6.04%	\$ 175,700.00	-6.04%	\$ 175,700.00	-6.04%
8248	County of Wayne Occupancy Tax	\$ 144,910.54	\$ 212,425.00	\$ 212,425.00	\$ 167,740.00	\$ 170,000.00	-19.97%	\$ 170,000.00	-19.97%	\$ 170,000.00	-19.97%
	Total-Charges for Services-0004	\$ 1,104,827.78	\$ 1,068,135.00	\$ 1,068,135.00	\$ 953,095.00	\$ 1,031,800.00	-3.40%	\$ 1,031,800.00	-3.40%	\$ 1,031,800.00	-3.40%
8180	Investment Interest				\$ 5,520.00	\$ 5,500.00	~	\$ 5,500.00	~	\$ 5,500.00	~
8203	Investment Interest/Civic Center	\$ 5,621.43	\$ 2,656.00	\$ 2,656.00	\$ -	\$ -	*	\$ -	*	\$ -	*
8204	Investment Interest/Travel&Tourism	\$ 1,405.37	\$ 664.00	\$ 664.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 7,026.80	\$ 3,320.00	\$ 3,320.00	\$ 5,520.00	\$ 5,500.00	65.66%	\$ 5,500.00	65.66%	\$ 5,500.00	65.66%
8190	Other Miscellaneous Revenue	\$ 12,055.98	\$ 6,277.00	\$ 6,277.00	\$ -	\$ -	*	\$ -	*	\$ -	*
8298	Local Grants		\$ -	\$ -	\$ 5,712.00	\$ -	*	\$ -	*	\$ -	*
8966	Merchandise Sales		\$ 12,000.00	\$ 12,000.00	\$ 6,819.00	\$ 6,581.00	-45.16%	\$ 6,581.00	-45.16%	\$ 6,581.00	-45.16%
	Total-Miscellaneous Revenues-0006	\$ 12,055.98	\$ 18,277.00	\$ 18,277.00	\$ 12,531.00	\$ 6,581.00	-63.99%	\$ 6,581.00	-63.99%	\$ 6,581.00	-63.99%
	#N/A	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ 24,000.00	\$ 24,000.00	\$ -	\$ 20,000.00	-16.67%	\$ 115,963.00	383.18%	\$ 155,963.00	549.85%
	Total-Fund Balance Withdrawal-0009	\$ -	\$ 24,000.00	\$ 24,000.00	\$ -	\$ 20,000.00	-16.67%	\$ 115,963.00	383.18%	\$ 155,963.00	549.85%
	Total Revenues	\$ 1,123,910.56	\$ 1,113,732.00	\$ 1,113,732.00	\$ 971,146.00	\$ 1,063,881.00	-4.48%	\$ 1,159,844.00	4.14%	\$ 1,199,844.00	7.73%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>95-Occupancy Tax Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Revenues-Travel &amp; Tourism - Revenues</b>					
<b>Division:</b>		<b>~ - Revenues</b>					
		<b>Dept. Head-Catherine Gwynn</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8243	Occupancy Tax/Civic Center		10 Year Trend has been \$421,630. 3 Year Trend \$686,059. Current YTD \$557,609. FY19 \$759,713. Expect significant effect from Covid-19 and EO-124. Avg of FY20 \$61,957 @ 10 months for Jun 30. Use the 3 Year Trend for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:15 PM	\$ 619,565.00	\$ 686,100.00	\$ 686,100.00	\$ 686,100.00
8244	Occupancy Tax/Travel & Tourism		10 Year Trend has been \$250,554. 3 Year Trend \$175,639. Current YTD \$149,219. FY19 \$200,204. Expect significant effect from Covid-19 and EO-124. Avg of FY20 \$16,579 @ 10 months for Jun 30. Use the 3 Year Trend for FY21. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:15 PM	\$ 165,790.00	\$ 175,700.00	\$ 175,700.00	\$ 175,700.00
8248	County of Wayne Occupancy Tax		3 Year Trend \$159,204. Current YTD \$125,806. FY19 \$144,911. Expect significant effect from Covid-19 and EO-124. Emailed Terrie the monthly doesn't seem to be consistent. I extrapolated out by 12 months instead. (Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:15 PM	\$ 167,740.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00
<b>Total-Charges for Services-0004</b>				<b>\$ 953,095.00</b>	<b>\$ 1,031,800.00</b>	<b>\$ 1,031,800.00</b>	<b>\$ 1,031,800.00</b>
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 5,520.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
8203	Investment Interest/Civic Center		Consolidated to Acct #8180	\$ -	\$ -	\$ -	\$ -
8204	Investment Interest/Travel&Tourism		Consolidated to Acct #8180	\$ -	\$ -	\$ -	\$ -
<b>Total-Capital Returns-0005</b>				<b>\$ 5,520.00</b>	<b>\$ 5,500.00</b>	<b>\$ 5,500.00</b>	<b>\$ 5,500.00</b>
8190	Other Miscellaneous Revenue		Current YTD \$0. FY19 \$12,055. Moved Tshirt Sales to Merchandise Sales per request of Director Glatthar. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:09 PM	\$ -	\$ -	\$ -	\$ -
8298	Local Grants		FY20 - Reimbursement by NC Tennis Association for expenses incurred by T&T in FY20	\$ 5,712.00	\$ -	\$ -	\$ -
8966	Merchandise Sales		Current YTD \$6,819. First year of breaking out merchandise sales from Miscellaneous Income.	\$ 6,819.00	\$ 6,581.00	\$ 6,581.00	\$ 6,581.00
<b>Total-Miscellaneous Revenues-0006</b>				<b>\$ 12,531.00</b>	<b>\$ 6,581.00</b>	<b>\$ 6,581.00</b>	<b>\$ 6,581.00</b>
0	#N/A					\$ -	
<b>Total-Shared Services-0007</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <span style="float: right;"><b>Blue Font - Detail Schedule Requested</b> <b>Green Cell - Department Input</b></span>							
<b>Fund:</b>		95-Occupancy Tax Fund		Dept. Head-Catherine Gwynn			
<b>Dept #:</b>		Revenues-Travel & Tourism - Revenues					
<b>Division:</b>		~ - Revenues					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
8583	Fund Balance Withdrawal		Fund Balance Request for Air Show FY21 \$20,000; Musco Lighting payment BMSC per CM 5/19/20 \$110,621; Per CM reduce addtl expenditures in 9077, offset to reduce fund balance appropriation by \$14,658; Add \$40K for advertising per CM/TT Director after Mgr Recom balanced. Included in 6/1/20 Council Presentation.	\$ -	\$ 20,000.00	\$ 115,963.00	\$ 155,963.00
<b>Total-Fund Balance Withdrawal-0009</b>				\$ -	\$ 20,000.00	\$ 115,963.00	\$ 155,963.00
<b>Total Revenues</b>				\$ 971,146.00	\$ 1,063,881.00	\$ 1,159,844.00	\$ 1,199,844.00



EXPENDITURE SHEET											
Fiscal Year FY20-21											
Fund: 95-Occupancy Tax Fund		Dept. Head Ashlin Glatthar									
Dept #: 9076 Civic Center		~ = Division by Zero									
Division: 9076 ~		* = Change < \$500									
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1991	Consultant Fees	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
7160	Lease Purchase Payment	\$ -			\$ -	\$ -	*	\$ 110,621.00	~	\$ 110,621.00	~
9921	County's Share Occupancy Tax	\$ 470,545.43	\$ 352,454.00	\$ 352,454.00	\$ 314,142.00	\$ 344,720.00	-2.19%	\$ 344,720.00	-2.19%	\$ 344,720.00	-2.19%
9927	Contingency Appropriation	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 470,545.43	\$ 352,454.00	\$ 352,454.00	\$ 314,142.00	\$ 344,720.00	-2.19%	\$ 455,341.00	29.19%	\$ 455,341.00	29.19%
5233	Multi Sports Complex	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5601	Fence/Railings	\$ 128,912.11			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 128,912.11	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7100	Bond Principal	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%
7170	County of Wayne Loan	\$ 242,000.00	\$ 239,000.00	\$ 239,000.00	\$ 239,000.00	\$ 236,000.00	-1.26%	\$ 236,000.00	-1.26%	\$ 236,000.00	-1.26%
	Total Debt Service	\$ 342,000.00	\$ 339,000.00	\$ 339,000.00	\$ 339,000.00	\$ 336,000.00	-0.88%	\$ 336,000.00	-0.88%	\$ 336,000.00	-0.88%
	Total Civic Center~ Budget	\$ 941,457.54	\$ 691,454.00	\$ 691,454.00	\$ 653,142.00	\$ 680,720.00	-1.55%	\$ 791,341.00	14.45%	\$ 791,341.00	14.45%

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>		<b>Green Cell - Department Input</b>	
<b>Fund:</b>		<b>95-Occupancy Tax Fund</b>		<b>Dept. Head-Ashlin Glatthar</b>			
<b>Dept #:</b>		<b>Civic Center - 9076</b>					
<b>Division:</b>		<b>~ - 9076</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
<b>1991</b>	<b>Consultant Fees</b>			\$ -	\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Musco Lighting BMSC payment per CM 5/19/20	\$ -	\$ -	\$ 110,621.00	\$ 110,621.00
9921	County's Share Occupancy Tax		40% of 8243 & 8244	\$ 314,142.00	\$ 344,720.00	\$ 344,720.00	\$ 344,720.00
9927	Contingency Appropriation			\$ -	\$ -	\$ -	\$ -
<b>Total Operating Expenditures</b>				\$ 314,142.00	\$ 344,720.00	\$ 455,341.00	\$ 455,341.00
5233	Multi Sports Complex		No expenditures expected in FY21.	\$ -	\$ -	\$ -	\$ -
5601	Fence/Railings		No expenditures expected in FY21.	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		Per detailed amortization schedules	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
7170	County of Wayne Loan		Per detailed amortization schedules	\$ 239,000.00	\$ 236,000.00	\$ 236,000.00	\$ 236,000.00
<b>Total Debt Service</b>				\$ 339,000.00	\$ 336,000.00	\$ 336,000.00	\$ 336,000.00
<b>Total Civic Center-~ Budget</b>				\$ 653,142.00	\$ 680,720.00	\$ 791,341.00	\$ 791,341.00





## FISCAL YEAR 2020-21 BUDGET

### DEPARTMENT/DIVISION: TRAVEL & TOURISM

#### DEPARTMENT OVERVIEW:

The role of Goldsboro-Wayne County Travel and Tourism Department is to brand, market, and sell the area to nonresidents as a preferred leisure, convention, and business destination to generate positive economic growth. From sporting events and group travel to supporting the arts and agricultural heritage, the department works closely with numerous public and private organizations and implements destination marketing strategies to drive visitor demand for local lodging facilities. Furthermore, the department strives to enhance the quality of life and image of the community making Goldsboro Wayne County a great place to visit and to live.

#### GOALS/MAJOR OBJECTIVES:

- Increase visitor spending in Wayne County by securing more conventions and sporting events at The Maxwell Center and Bryan Multi-Sports Complex
- Act on the objectives outlined in the Tourism Master Plan to develop fixed assets and research-based marketing strategies that will drive visitation
- Implement a clear, effective marketing and communications plan using our Totally Fly ad campaign
- Leveraging the Wings Over Wayne Air Show 2021 and the History Channel's *It's How You Get There* show as a means to spotlight Goldsboro-Wayne County as an attractive destination to both locals and nonlocals
- Serve as a resource to local tourism partners through valuable programming
- Continue assisting the efforts to secure a hotel for the Maxwell Center
- Continue growing our social media audiences, e-newsletter database, and awareness in our target markets

#### SIGNIFICANT BUDGET ISSUES:

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



EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		95-Occupancy Tax Fund		Dept. Head		Ashlin Glatthar					
Dept #:		9077	Travel & Tourism		~ = Division by Zero						
Division:		9077	~		* = Change < \$500						
		Purple Cell-Finance Input									
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 120,482.22	\$ 144,045.00	\$ 144,045.00	\$ 136,744.23	\$ 149,219.77	3.59%	\$ 147,080.96	2.11%	\$ 147,080.96	2.11%
1224	Cell Phone Stipend	\$ 743.67	\$ 720.00	\$ 720.00	\$ 780.00	\$ 780.00	8.33%	\$ 780.00	8.33%	\$ 780.00	8.33%
1275	Salaries & Wages Bonus	\$ 926.46	\$ -	\$ -	\$ 1,206.00	\$ 1,239.00	~	\$ 1,239.00	~	\$ 1,239.00	~
1276	Salary Reserve	\$ -	\$ 2,617.00	\$ 2,617.00	\$ -	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 600.08	\$ -	\$ -	\$ 770.00	\$ 900.00	~	\$ 900.00	~	\$ 900.00	~
1810	Social Security	\$ 9,506.09	\$ 11,075.00	\$ 11,075.00	\$ 10,671.77	\$ 11,638.62	5.09%	\$ 11,475.00	3.61%	\$ 11,475.00	3.61%
1821	NCLGERS-Retirement	\$ 9,796.71	\$ 12,993.00	\$ 12,993.00	\$ 14,159.27	\$ 15,442.09	18.85%	\$ 15,225.00	17.18%	\$ 15,225.00	17.18%
1822	401-K Retirement	\$ 4,467.16	\$ 5,762.00	\$ 5,762.00	\$ 5,580.01	\$ 6,085.55	5.62%	\$ 6,000.00	4.13%	\$ 6,000.00	4.13%
1830	Hospital Insurance	\$ 6,346.15	\$ 6,360.00	\$ 6,360.00	\$ 6,540.00	\$ 6,540.00	2.83%	\$ 6,540.00	2.83%	\$ 6,540.00	2.83%
1835	Group Term Life Insurance Coverage	\$ 97.59	\$ -	\$ -	\$ 114.48	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*
1860	Worker's Compensation	\$ 66.00	\$ 69.00	\$ 69.00	\$ 68.00	\$ 71.00	*	\$ 71.00	*	\$ 71.00	*
	Total Salaries & Benefits	\$ 153,032.13	\$ 183,641.00	\$ 183,641.00	\$ 176,633.76	\$ 192,030.50	4.57%	\$ 189,425.43	3.15%	\$ 189,425.43	3.15%
1915	Bank Fees		\$ -	\$ -	\$ 21.00	\$ 21.00	*	\$ 21.00	*	\$ 21.00	*
1932	Medical Exams	\$ 70.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees		\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ -	*	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ -	\$ 48.00	\$ 48.00	\$ 215.00	\$ 215.00	*	\$ 215.00	*	\$ 215.00	*
2323	Other Training	\$ 3,891.47	\$ 5,000.00	\$ 5,000.00	\$ 4,900.00	\$ 5,000.00	0.00%	\$ 3,500.00	-30.00%	\$ 3,500.00	-30.00%
2921	Merchandise for Resale-T&T		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 7,500.00	-25.00%	\$ 7,500.00	-25.00%
2993	Operational Supplies	\$ 28,228.45	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 31,120.00	11.14%	\$ 18,603.00	-33.56%	\$ 18,603.00	-33.56%
3121	Travel	\$ 11,791.09	\$ 14,450.00	\$ 14,450.00	\$ 14,200.00	\$ 20,100.00	39.10%	\$ 7,245.00	-49.86%	\$ 7,245.00	-49.86%
3210	Telephone		\$ 780.00	\$ 780.00	\$ 780.00	\$ -	*	\$ -	*	\$ -	*
3250	Postage	\$ 1,752.74	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
3410	Printing	\$ 6,391.75	\$ 15,600.00	\$ 15,600.00	\$ 15,600.00	\$ 14,500.00	-7.05%	\$ 14,500.00	-7.05%	\$ 14,500.00	-7.05%
3421	Copy Machine Cost	\$ 2,003.07	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3700	Advertising	\$ 106,305.04	\$ 119,500.00	\$ 119,500.00	\$ 129,100.00	\$ 125,500.00	5.02%	\$ 125,500.00	5.02%	\$ 119,819.00	0.27%
3703	Air Show Donation	\$ 15,000.00			\$ -	\$ 20,000.00	~	\$ 20,000.00	~	\$ 20,000.00	~
3950	Education Reimbursement				\$ -	\$ 7,500.00	~	\$ 3,750.00	~	\$ 3,750.00	~
4541	Employee Personal Liability	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	*	\$ 9.00	*	\$ 9.00	*
4912	Fees & Dues	\$ 15,105.00	\$ 9,850.00	\$ 9,850.00	\$ 9,350.00	\$ 9,850.00	0.00%	\$ 7,850.00	-20.30%	\$ 7,850.00	-20.30%
4916	Chamber Of Commerce	\$ 9,273.12	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%	\$ 9,600.00	0.00%
9561	Office Supplies	\$ 5.57	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 199,826.30	\$ 238,637.00	\$ 238,637.00	\$ 247,575.00	\$ 255,215.00	6.95%	\$ 220,093.00	-7.77%	\$ 214,412.00	-10.15%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5200A	Technology Lease-FY21				\$ -	\$ 4,665.00	~	\$ 4,665.00	~	\$ 4,665.00	~
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ 4,665.00	~	\$ 4,665.00	~	\$ 4,665.00	~
	Total Travel & Tourism-- Budget	\$ 352,858.43	\$ 422,278.00	\$ 422,278.00	\$ 424,208.76	\$ 451,910.50	7.02%	\$ 414,183.43	-1.92%	\$ 408,502.43	-3.26%

JUSTIFICATION SHEET			Fiscal Year FY20-21		Blue Font - Detail Schedule Requested			
Fund:			95-Occupancy Tax Fund		Green Cell - Department Input			
Dept #:			Travel & Tourism - 9077					
Division:			~ - 9077					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
1210	Salaries & Wages Regular			3 FTE's	\$ 136,744.23	\$ 149,219.77	\$ 147,080.96	\$ 147,080.96
1224	Cell Phone Stipend			Director's stipend	\$ 780.00	\$ 780.00	\$ 780.00	\$ 780.00
1275	Salaries & Wages Bonus			Annual bonus \$413 per employee	\$ 1,206.00	\$ 1,239.00	\$ 1,239.00	\$ 1,239.00
1276	Salary Reserve				\$ -		\$ -	\$ -
1278	Wellness Earnings			This FY will end less than the projected amount for next year because the wellness benefit lapsed while director was on maternity leave. Amber and Josie take advantage of this benefit. All three employees plan to take advantage of this program next FY.	\$ 770.00	\$ 900.00	\$ 900.00	\$ 900.00
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 10,671.77	\$ 11,638.62	\$ 11,475.00	\$ 11,475.00
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 10.15% (Non-Leo) 10.9% (Leo)	\$ 14,159.27	\$ 15,442.09	\$ 15,225.00	\$ 15,225.00
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 5,580.01	\$ 6,085.55	\$ 6,000.00	\$ 6,000.00
1830	Hospital Insurance			# FTE X \$6,540 (\$545 per employee per month)	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00
1835	Group Term Life Insurance Coverage			multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 114.48	\$ 114.48	\$ 114.48	\$ 114.48
1860	Worker's Compensation			Provided by Finance	\$ 68.00	\$ 71.00	\$ 71.00	\$ 71.00
Total Salaries & Benefits					\$ 176,633.76	\$ 192,030.50	\$ 189,425.43	\$ 189,425.43
1915	Bank Fees			Miscellaneous fees	\$ 21.00	\$ 21.00	\$ 21.00	\$ 21.00
1932	Medical Exams			N/A	\$ -	\$ -	\$ -	\$ -
1991	Consultant Fees	Y		No consultant fees requested at this time	\$ 24,000.00	\$ -	\$ -	\$ -
2203	Employee Appreciation			3 @ \$16	\$ 215.00	\$ 215.00	\$ 215.00	\$ 215.00
2323	Other Training	Y		Familiarization Tours for Journalists	\$ 4,900.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00
2921	Merchandise for Resale-T&T			Budgtd money to buy inventory for e-store	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00
2993	Operational Supplies			Promotional Items; Office Supplies; Copier Lease; Uniforms; Event Fees/Tournament Rights; E-newsletter Subscription; Event support and supplies	\$ 28,000.00	\$ 31,120.00	\$ 18,603.00	\$ 18,603.00
3121	Travel	Y		Expanding our reach to bring in new sports/meeting events to our market	\$ 14,200.00	\$ 20,100.00	\$ 7,245.00	\$ 7,245.00
3210	Telephone			Our department thought this was the cell phone stipend line item. We will not have a need for this line item in FY21	\$ 780.00	\$ -	\$ -	\$ -

<b>JUSTIFICATION SHEET</b>		<b>Fiscal Year FY20-21</b>		<b>Blue Font - Detail Schedule Requested</b>			
<b>Fund:</b>		<b>95-Occupancy Tax Fund</b>		<b>Green Cell - Department Input</b>			
<b>Dept #:</b>		<b>Travel &amp; Tourism - 9077</b>					
<b>Division:</b>		<b>~ - 9077</b>					
		<b>Dept. Head-Ashlin Glatthar</b>					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
3250	Postage		Shipping costs for visitors guides and online orders	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
3410	Printing		Reorder and update to visitors guides, monthly calendars, etc.	\$ 15,600.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00
3421	Copy Machine Cost		-	\$ -	\$ -	\$ -	\$ -
<b>3700</b>	<b>Advertising</b>	<b>Y</b>	Goldsboro-Wayne County destination media plan; Maxwell Center media plan ; Bryan Multi-Sports Complex media plan; Quidditch media plan; video production and marketing project plans; SEO; Tourism Resource Program (This year's line item is over budget due to tourism being tasked with sponsoring events)	<b>\$ 129,100.00</b>	<b>\$ 125,500.00</b>	<b>\$ 125,500.00</b>	<b>\$ 119,819.00</b>
3703	Air Show Donation		Wings Over Wayne Air Show Media Plan	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3950	Education Reimbursement		3 FTE's @ \$2,500	\$ -	\$ 7,500.00	\$ 3,750.00	\$ 3,750.00
4541	Employee Personal Liability		Provided by Finance	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00
<b>4912</b>	<b>Fees &amp; Dues</b>	<b>Y</b>	STR will increase fee by \$500 next FY- see tab for details	<b>\$ 9,350.00</b>	<b>\$ 9,850.00</b>	<b>\$ 7,850.00</b>	<b>\$ 7,850.00</b>
4916	Chamber Of Commerce		Rent	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
9561	Office Supplies		-	\$ -	\$ -	\$ -	
<b>Total Operating Expenditures</b>				<b>\$ 247,575.00</b>	<b>\$ 255,215.00</b>	<b>\$ 220,093.00</b>	<b>\$ 214,412.00</b>
					\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5200A	Technology Lease-FY21		IT Lease for computers		\$ 4,665.00	\$ 4,665.00	\$ 4,665.00
<b>Total Debt Service</b>				<b>\$ -</b>	<b>\$ 4,665.00</b>	<b>\$ 4,665.00</b>	<b>\$ 4,665.00</b>
<b>Total Travel &amp; Tourism-~ Budget</b>				<b>\$ 424,208.76</b>	<b>\$ 451,910.50</b>	<b>\$ 414,183.43</b>	<b>\$ 408,502.43</b>

CAPITAL OUTLAY				Fiscal Year FY20-21													
Fund:				95-Occupancy Tax Fund Dept. Head-Ashlin Glatthar													
Dept #:				Travel & Tourism - 9077													
Division:				~ - 9077													
Current Asset Information										Replacement Asset Information							
Maintenance Cost History																	
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY17-18	FY18-19	FY19-20	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20	New Debt?
1	5200A	N/A	Computer Replacement Schedule per IT	N/A	N/A	N/A				N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Moved from GF(1030)-seq #30 Capital Outlay	\$ 4,665.00	\$ 4,665.00	\$ 4,665.00	N
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 4,665.00	\$ 4,665.00	\$ 4,665.00	

**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 95-Occupancy Tax Fund

Dept. Head-Ashlin Glatthar

Dept #: Travel &amp; Tourism - 9077

Division: ~ - 9077

Account: 1991 Consultant Fees

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		No request for consultant fees	\$ 24,000.00		\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 1991 Consultant Fees</b>	<b>\$ 24,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>SUPPORTING SCHEDULE</b>				<b>Fiscal Year FY20-21</b>			
<b>Fund:</b> 95-Occupancy Tax Fund				<b>Dept. Head-Ashlin Glatthar</b>			
<b>Dept #:</b> Travel & Tourism - 9077							
<b>Division:</b> ~ - 9077							
<b>Account:</b> 2323 Other Training							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1		Familiarization tours for journalists	\$ 4,900.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
2		Per CM/ACM cut Training & Travel 30%			\$ (1,500.00)	\$ (1,500.00)	
3							
4							
5							
6							
7							
8							
9							
10							
		<b>Total - 2323 Other Training</b>	<b>\$ 4,900.00</b>	<b>\$ 5,000.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,500.00</b>	



**SUPPORTING SCHEDULE**

Fiscal Year FY20-21

Fund: 95-Occupancy Tax Fund

Dept. Head-Ashlin Glatthar

Dept #: Travel &amp; Tourism - 9077

Division: ~ - 9077

Account: 3121 Travel

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Public Relations Media Mission (State & Regional)	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
2	Association of Executives of NC (AENC) Tradeshow	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
3	Connect Sports (Parks & Rec attended this year on behalf of tourism)	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
4	Sports ETA	\$ 3,100.00	\$ 3,000.00	\$ -	\$ -	
5	S.P.O.R.T.S. (replace TEAMS Conference with this conference to connect with smaller event rights-holders)	-	\$ 2,800.00	\$ -	\$ -	
6	NC Coast Host Meetings	\$ 200.00	\$ 500.00	\$ 500.00	\$ 500.00	
7	Mountains to Sea Trail Conference	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
8	NC Sports Association	\$ 500.00	\$ 600.00	\$ 600.00	\$ 600.00	
9	Tourism Week I-95N Center	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
10	GTC/WCTDA Board Meetings	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
11	Hotelier Meetings	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	
12	2021 Visit NC 365 Conference	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	
13	Other	\$ 2,000.00	\$ 1,500.00	\$ 50.00	\$ 50.00	
14	Per CM/ACM cut Training & Travel 30%			\$ (3,105.00)	\$ (3,105.00)	
	<b>Total - 3121 Travel</b>	<b>\$ 14,200.00</b>	<b>\$ 20,100.00</b>	<b>\$ 7,245.00</b>	<b>\$ 7,245.00</b>	

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

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1			\$ 129,100.00	\$ 125,500.00	\$ 125,500.00	\$ 119,819.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
<b>Total - 3700 Advertising</b>			<b>\$ 129,100.00</b>	<b>\$ 125,500.00</b>	<b>\$ 125,500.00</b>	<b>\$ 119,819.00</b>	

**SUPPORTING SCHEDULE****Fiscal Year FY20-21**

**Fund:** 95-Occupancy Tax Fund  
**Dept #:** Travel & Tourism - 9077  
**Division:** ~ - 9077  
**Account:** 4912 Fees & Dues

**Dept. Head-Ashlin Glatthar**

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Manager Recommend. 6/1/20	FY20-21 Adopted 6/17/20	Finance Notes
1	Association Executives of NC (AENC)	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
2	RDU Rack Space	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	
3	NC Coast Host	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
4	NC Festival & Events (NCAF&E)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
5	Civil War Trail Signs	\$ 800.00	\$ 800.00	\$ 300.00	\$ 300.00	
6	NC Travel Industry Association (NCTIA)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
7	NC Sports Association	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8	Smith Travel Research (STR)- fees increase next FY	\$3,000	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
9	Sponsorship Fees for local organizations	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	
10						
	<b>Total - 4912 Fees &amp; Dues</b>	<b>\$ 9,350.00</b>	<b>\$ 9,850.00</b>	<b>\$ 7,850.00</b>	<b>\$ 7,850.00</b>	



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

<b>JUSTIFICATION SHEET</b> <b>Fund:</b> <b>Dept #:</b> <b>Division:</b>	<b>Fiscal Year FY20-21</b> 1110-General Fund Capital Reserve General Fund Capital Reserve - 1110-8101 ~ - 1110-8101	<b>Blue Font - Detail Schedule Requested</b> <b>Green Cell - Department Input</b>
--	--	--

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
81002	Transfer to Fund Balance			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
81003	Transfer to Capital Projects						
	<b>Total Transfers &amp; Shared Services</b>			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	<b>Total General Fund Capital Reserve-~ Budget</b>			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

EXPENDITURE SHEET		Fiscal Year FY20-21									
Fund:		1110-General Fund Capital Reserve			Dept. Head		Catherine Gwynn				
Dept #:		1110-8000			Revenues-General Fund Capital Reserve		~ = Division by Zero				
Division:		1110-8000			~		* = Change < \$500				
Purple Cell-Finance Input											
Object of Expenditure		FY18-19 Actual	FY19-20 Adopted 6/17/2019	FY19-20 Adopted Amended 12/31/2019	Estimated Year End Jun 30	FY20-21 Dept Request	FY20-21 Adopted V. FY19-20 Request % Δ Incr/(Decr)	FY20-21 Manager Recommend. 6/1/20	FY19-20 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY20-21 Adopted 6/17/20	FY20-21 Adopted V. FY19-20 Δ Incr/(Decr)
58011	Transfer From General Fund	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
	Total-Transfers & Shared Services-0008	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
8583	Fund Balance Withdrawal		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Revenues-General Fund Capital Reserve-- Budget	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%

<b>JUSTIFICATION SHEET</b> <b>Fiscal Year FY20-21</b> <span style="float: right;">Blue Font - Detail Schedule Requested Green Cell - Department Input</span>							
<b>Fund:</b> 1110-General Fund Capital Reserve      Dept. Head-Catherine Gwynn <b>Dept #:</b> Revenues-General Fund Capital Reserve - 1110-8000 <b>Division:</b> ~ - 1110-8000							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/20	Adopted 6/17/20
58011	Transfer From General Fund		Pay-Go for Future Capital Outlay	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	<b>Total-Transfers &amp; Shared Services-0008</b>			<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>
8583	Fund Balance Withdrawal		None	\$ -	\$ -	\$ -	
	<b>Total-Fund Balance Withdrawal-0009</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Revenues-General Fund Capital Reserve-~ E</b>			<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>



