



***CITY OF GOLDSBORO
ADOPTED BUDGET
FY 2021-2022
June 18, 2021***



TABLE OF CONTENTS
FY 21-22 Adopted Budget June 18, 2021

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.....	1
2. Summary by Fund	7
3. Summary by Organization.....	8
4. Advertising Affidavit	13
5. Adopted FY21-22 Budget Ordinance.....	15
6. Adopted FY21-22 Utility Fees and Charges Resolution.....	19
7. Agency Summary	21
8. Capital Outlay Summary	23
9. Debt Summary.....	35
10. Economic Development Summary.....	37
11. Position Summary	39
12. Fund Balance Summary for the General Fund.....	75

II. DEPARTMENTAL DETAIL

1. General Fund

a. Revenue.....	79
b. Mayor & Council	91
c. City Manager	97
d. Human Resources	109
e. Community Relations	123
f. Paramount Theater	129
g. Goldsboro Event Center	139
h. Postage Credits	147
i. Inspections	151
j. Downtown Development	161
k. Information Technology	173
l. Public Works Administration	187
m. Public Works - Garage	196
n. Public Works - Buildings & Grounds	211
o. Public Works - Cemetery	225
p. Finance	235
q. Planning & Redevelopment.....	251
r. Public Works - Street Maintenance	265
s. Engineering - Street Paving	274
t. Engineering - Street Utilities	277
u. Public Works - Solid Waste	281
v. Engineering	293
w. Fire Department	305
x. Police Department.....	319
y. Organization Support.....	341
z. Non-Recurring Capital Outlay.....	343
aa. Parks and Recreation.....	345
bb. Golf Course.....	361

cc. Transfers & Shared Services.....	373
dd. Debt.....	375
2. General Fund Capital Reserve	
a. Revenue.....	377
b. Transfers & Shared Services.....	379
3. Stormwater Fund	
a. Revenue.....	381
b. Stormwater Operations	383
c. Transfers & Shared Services.....	395
d. Debt.....	397
4. Utility Fund	
a. Revenue	399
b. Billing, Inventory & Meter Services	401
c. Distribution & Collections.....	411
d. Water Treatment Plant	423
e. Water Reclamation Facility	437
f. Utility Fund Capital Expense.....	453
g. Compost Facility	457
h. Transfers & Shared Services.....	467
i. Debt.....	469
5. Downtown District Fund	
a. Revenue	471
b. Transfers & Shared Services.....	473
c. Downtown District	475
6. Occupancy Tax Fund	
a. Revenue	479
b. Civic Center	481
c. Travel & Tourism	483

June 18, 2021

Budget Message

Re: Adopted FY2021-2022 Budget

Honorable Mayor and Councilmembers:

Enclosed for your consideration is the City of Goldsboro Fiscal Year (FY) 2021-2022 proposed budget of \$68,400,338. This budget is an increase of 7.04% from last year and projects sufficient revenues to fund expenditures for the period of July 1, 2021 through June 30, 2022.

As the City of Goldsboro, State of North Carolina, United States and other countries around the world begin to recover from the Coronavirus (COVID-19) pandemic and resulting “State of Emergency” impacts, we must understand the fiscal state of the City government and determine the best ways to utilize available funding from local government revenue, state programs, and federal relief acts to enhance the quality of life of our residents and visitors.

A brief review of the City FY20-21 financial status presented to Council at the retreat in February, 2021, is as follows: General Fund revenue was expected to slightly increase over FY19-20; Utility Fund revenue was down despite a 17.5% rate increase but in line with budget projections; Stormwater and Downtown Municipal Service District (MSD) collections were comparable with the previous FY; Occupancy Tax collection was down but partially offset by COVID related grants for travel and tourism. General Fund and Utility Fund expenditures were significantly down from the previous FY due to a concerted effort to preserve fund balances; Stormwater expenditures were slightly up as planned; Downtown MSD expenditures were down; and Occupancy tax expenditures were down. Capital project summaries of governmental and enterprise activities and fund balance concerns were also presented at the retreat. Currently, staff expect the FY20-21 Budget to closeout adding slightly to the General Fund and MSD Fund balances while sustaining the current Utility Fund and Stormwater Fund balances, and reducing the Occupancy Fund balance.

At the Council Retreat and other Council meetings a recommended water and sewer rate increase of 20% was discussed with options that could adjust the rate increase to 15% if a significant portion of the American Rescue Plan (ARP) funds made available to the City (\$8.8 million (M)) were used to address some of the estimated capital improvement requirements.

Taking into consideration the previously presented information, this budget conservatively assumes minimal economic growth, a corresponding modest increase in General Fund tax revenue and proposes a portion of the City ARP funds be used to address certain revenue reductions (or lack of growth) to support public services; the remaining ARP funds will be placed in a special revenue fund for future Council discussion, decision and appropriation before December 31, 2024. A three cent property tax increase (\$759K) and 15% utility rate increase are proposed.

Budget expenditures include state mandated employee benefit increases and \$1.8M loan for General Fund equipment. Funding cuts include not funding roughly 4% of approved full-time employee positions which are currently vacant and continued reductions in operations, travel, training, and consultant expenditures. Most agencies were funded at the FY21 levels, unless they were otherwise funded by Community Development Block Grant Coronavirus (CDBG-CV) funds. City management will again take the necessary actions to reduce budgeted 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. Funding for personnel in the Police Department is at 94% and the Fire Department is at 97% of approved position costs. Operational expenditures for both departments are funded at similar levels to the previous year. Police and Fire capital expenditures are limited to a few vehicles and debt service payment for the \$5.3M Public Safety Complex and Fire Station 4 expansion completed in 2020. Water and sewer rate increases will fund operational expenses and the following priorities: Utility Master Plan Update; replacement of the Westbrook generator, barscreens, and telemetry radios amongst other important system investments; and \$22.9M in outstanding debt associated with ensuring high quality water and sewer infrastructure.

Strong and Diverse Economy:

The City is fortunate to benefit from the economic impact of Seymour Johnson Air Force Base (SJAFB) which was stated to be \$612M in FY20. This is significantly less than the FY19 Economic Impact Statement of \$750M mostly due to reductions in local expenditures for construction, commodities/services, and jobs created. The total military active duty, reservists, retirees, civilians, and dependents that are an important part of our local community remains roughly the same at 22,576. The City's \$9M (\$685 thousand (K) this FY) investment in revitalizing downtown is realizing an increasing return from state, federal, and private investment. Over the past year and the upcoming year, at least \$15M in private funding will refurbish seven buildings to create 65 apartments and 15,000 sq ft of commercial space. Investments in the Maxwell Regional Agricultural and Convention Center and the Bryan Multi-Sports Complex will continue to draw out of town travelers who add to our economy and tax revenue. The City remains committed in partnering with Wayne County to develop the Goldsboro Industrial Park located off Patetown Road and Maxwell Center Hotel. We anticipate 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 remains 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 continue to 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 been a profitable business for the City during the COVID State of Emergency. The Paramount Theater and Goldsboro Event Center are funded at previous levels to provide the entertainment venues that significantly add to resident and visitor quality of life. The new Herman Park Center construction remains not funded. Additional road improvements are also not funded.

Racial and Cultural Harmony:

The Human Resources Department has been successful implementing online training modules for all city employees in the areas of cultural diversity and social media sensitivity. The Community Relations and Development Department enables the use of city, state (Urgent Repair & Essential Single-Family Rehabilitation), and federal (CDBG & HOME) grants for events and projects that will benefit our citizens. Additional COVID (CDGB-CV) funding will be integrated into the Annual Action Plan; Non-profit organization funding requests have been recommended at previous approved levels unless otherwise funded by CDBG-CV funds.

Model of Excellence in Government:

The City Strategic Plan has been developed and is being used to evaluate the implementation of public services to meet our established vision, mission, values, and goals. The City also participates in the UNC School of Government Benchmark Project to compare and provide effective and efficient services. The Utility Rate Study has been an essential part of our responsibility to appropriately bill utility customers for current operational expenses, future plant enhancements and the construction of new facilities. Additional Finance Department personnel and software improvements have been funded to meet fiscal obligations in a timely manner.

Major Challenges

The primary funding concern is increasing General Fund balance above the Council established goal of 15%. Challenges not addressed include: purchasing a new City Hall Annex HVAC unit, GFD apparatus (ladder and engine trucks) and Fire Station #3, and new Herman Park Center; road work to improve the pavement condition rating; hiring some approved and the majority of recommended additional employees; employee cost of living adjustment (COLA), performance, and bonus pay.

RECOMMENDED BUDGET OVERVIEW

A comparison of the adopted FY 2020-21 budget to the recommended FY 2021-22 budget is shown below.

Fund	Adopted FY 2020-21	Recommended FY 2021-22	Increase (Decrease)	Explanation (if needed)
General	42,425,220	45,240,839	2,815,619	Flat revenue growth due to COVID-19 uncertainty in the economy. Three cent property tax increase proposed. Supplemented revenue with \$1,664,500 in ARP funding.
General Fund Capital Reserve	1,000	1,000	-0-	
Stormwater	1,775,600	1,576,200	(199,400)	No borrowing planned in FY22
Utility	18,402,385	20,347,457	1,945,072	NO15% water and sewer rate increase. Includes ARP Funding \$2,558,994
Downtown District	97,898	95,174	(2,724)	
Occupancy Tax	1,199,844	1,139,668	60,176	Flat revenue growth due to COVID-19 uncertainty in the economy. Supplemented revenue with \$28,493 in ARP funding. Also includes use of \$150,000 in fund balance.
Totals	64,901,947	68,400,338	4,498,391	

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

Highlights of the recommended budget include:

Item	Change	Notes
Tax Rate	Yes	Current rate is 65 cents and proposed is 68 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	No	\$1 per month for recycling surcharge.
Utility Rates & Fees	Yes	Increases in surcharges and laboratory fees.
Stormwater Fee	No	No fee increase.
New Debt - General Fund	Yes	Financing for new equipment (\$1,865,065).
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.
Number of Positions Authorized/Funded	Yes	482 Authorized 2 FTE's approved: 1) Computer Systems Administrator II IT split 20/40/40 General, Stormwater and Utility Fund 2) Clubhouse Manager Golf
New Positions Authorized/Funded	Yes	2 Full-Time employees General Fund (1.2) Utility Fund (.4) Stormwater Fund (.4)
Retirement Rates	Yes	Employer contribution increase \$288,792; General Employee 10.21% to 11.41% and Law Enforcement Employees 10.84% to 12.04%.
Health Insurance Changes	Yes	The City joined NC State Health Plan in January 2016. A 3% increase from \$521.96 to \$538.00 per month in the employee rate is anticipated in January 2022.
Employee Pay Increases	No	Bonuses, and raises for merit and COLA were not included in the recommended budget due to budget constraints.
Employee 401(k) Contribution	No	Continue Contribution as 5% for sworn law enforcement and 4% for all non-sworn City employees.

BUDGET SUMMARY

The total budget recommended for Fiscal Year 2021-22 is \$68,400,338 and is balanced as required by North Carolina General Statute §159-11. This total represents an increase of \$4,498,391 or 7.04% from Fiscal Year 2020-21. The recommended budget is summarized below:

	<u>Estimated Revenues</u>	<u>Estimated Expenditures</u>	<u>Fund Balance Appropriated</u>
General Fund	\$ 45,240,839	\$ 45,240,839	
General Fund Capital Reserve	1,000	1,000	
Stormwater Fund	1,576,200	1,576,200	
Utility Fund	20,347,457	20,347,457	
Downtown District	95,174	95,174	
Occupancy Tax	989,668	1,139,668	150,000
Subtotal	<u>\$ 68,250,338</u>	<u>\$ 68,400,338</u>	<u>\$ 150,000</u>
Plus Appropriation of Fund Balance	\$ 150,000		
Total Budget FY21-22	<u>\$ 68,400,338</u>	<u>\$ 68,400,338</u>	

On behalf of all City employees, I want to thank the staff who have spent numerous hours preparing this proposed budget; the Finance Director and finance department, other department directors and budget experts who have worked diligently to provide their most effective, efficient, and safe budget recommendations. I also want to thank you for your leadership and direction in ultimately determining how government services will be provided to our community.

Respectfully submitted,



Timothy M. Salmon
City Manager

FY21-22 Budget Summary by Fund

FY2021-22		FY20 Actuals	FY21 Adopted Budget Original 6/17/20	FY21 Amended Budget Dec 31	6/30/21 Estimated Actuals (JUN30)	FY21-22 Dept Request (DEPT)	Manager Submitted 6/1/21 (MGR03) Cut #3	ADOPTED 6/18/21 (ADOPT0)
11-General Operating	Revenues	\$40,144,494	\$42,425,220	\$42,862,916	\$41,735,668	\$40,912,306	\$45,242,939	\$45,240,839
	Expenditures	\$43,676,905	\$42,425,220	\$42,862,916	\$40,519,567	\$61,973,654	\$45,242,939	\$45,240,839
General Fund	Surplus/(Deficit)	(\$3,532,411)	\$0	\$0	\$1,216,101	(\$21,061,348)	\$0	\$0
1110-Capital Reserve	Revenues	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	Expenditures	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000	\$1,000
General Fund Capital Reserve	Surplus/(Deficit)	\$1,000	\$0	\$0	\$1,000	\$0	\$0	\$0
15-Stormwater Fund	Revenues	\$1,524,970	\$1,775,600	\$1,775,600	\$1,849,826	\$1,920,200	\$1,576,200	\$1,576,200
	Expenditures	\$1,086,676	\$1,775,600	\$1,775,600	\$1,592,352	\$1,920,200	\$1,576,200	\$1,576,200
Stormwater Fund	Surplus/(Deficit)	\$438,294	\$0	\$0	\$257,474	\$0	\$0	\$0
61-Utility Fund	Revenues	\$19,441,822	\$18,402,385	\$18,545,322	\$18,408,184	\$20,203,034	\$20,210,267	\$20,347,457
	Expenditures	\$19,087,360	\$18,402,385	\$18,545,321	\$17,723,098	\$24,242,563	\$20,210,267	\$20,347,457
Utility Fund	Surplus/(Deficit)	\$354,462	\$0	\$0	\$685,086	(\$4,039,529)	\$0	\$0
70-Downtown Special District	Revenues	\$93,019	\$97,898	\$117,898	\$92,636	\$95,174	\$95,174	\$95,174
	Expenditures	\$171,593	\$97,898	\$117,898	\$57,812	\$96,153	\$95,174	\$95,174
Downtown Goldsboro Special	Surplus/(Deficit)	(\$78,574)	\$0	\$0	\$34,824	(\$979)	\$0	\$0
95-Occupancy Tax Fund	Revenues	\$1,013,159	\$1,199,844	\$1,199,844	\$885,631	\$1,020,200	\$1,099,668	\$1,139,668
	Expenditures	\$1,088,708	\$1,199,844	\$1,199,844	\$1,064,264	\$1,169,809	\$1,099,668	\$1,139,668
Occupancy Tax Fund	Surplus/(Deficit)	(\$75,549)	\$0	\$0	(\$178,633)	(\$149,609)	\$0	\$0
TOTAL ALL FUNDS	Revenues	\$62,218,464	\$63,901,947	\$64,502,580	\$62,972,945	\$64,151,914	\$68,225,248	\$68,400,338
	Expenditures	\$65,111,242	\$63,901,947	\$64,502,579	\$60,957,093	\$89,403,378	\$68,225,248	\$68,400,337
Surplus/(Deficit)		(\$2,892,778)	\$0	\$0	\$2,015,852	(\$25,251,464)	\$0	\$1

**FY2021-22 Budget
Summary by Fund and Organization**

General Fund Revenues								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Tax Revenues	\$ 16,918,436	\$ 17,153,130	\$ 17,153,130	\$ 17,089,990	\$ 17,066,803	\$ 17,825,545	\$ 17,825,544	
Licenses & Permits	\$ 363,064	\$ 375,525	\$ 375,525	\$ 380,006	\$ 378,450	\$ 378,450	\$ 378,450	
Revenue Other Agencies	\$ 14,706,950	\$ 15,014,633	\$ 15,014,633	\$ 14,888,435	\$ 15,231,755	\$ 16,896,255	\$ 16,896,255	
Charges For Services	\$ 4,799,384	\$ 4,969,581	\$ 4,969,581	\$ 4,699,561	\$ 4,805,727	\$ 4,805,727	\$ 4,805,727	
Capital Returns	\$ 257,194	\$ 1,361,930	\$ 1,361,930	\$ 1,555,789	\$ 180,931	\$ 2,045,996	\$ 2,045,996	
Miscellaneous Revenue	\$ 184,933	\$ 490,500	\$ 490,500	\$ 74,930	\$ 40,800	\$ 83,126	\$ 81,027	
Shared Services	\$ 2,914,532	\$ 3,046,957	\$ 3,046,957	\$ 3,046,957	\$ 3,207,840	\$ 3,207,840	\$ 3,207,840	
Fund Balance Withdrawal	\$ -	\$ 12,964	\$ 450,661	\$ -	\$ -	\$ -	\$ -	
Total Revenues - General Fund	\$ 40,144,494	\$ 42,425,220	\$ 42,862,917	\$ 41,735,668	\$ 40,912,306	\$ 45,242,939	\$ 45,240,839	

**FY2021-22 Budget
Summary by Fund and Organization**

General Fund Expenditures

Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21
Mayor & Council	\$ 368,172	\$ 350,028	\$ 350,028	\$ 311,547	\$ 533,433	\$ 356,008	\$ 353,908
City Manager	\$ 929,229	\$ 806,851	\$ 791,851	\$ 785,878	\$ 887,449	\$ 846,966	\$ 791,966
Human Resources Management	\$ 669,195	\$ 661,186	\$ 661,186	\$ 616,285	\$ 703,766	\$ 670,555	\$ 670,555
Community Relations	\$ 194,383	\$ 160,985	\$ 160,985	\$ 115,341	\$ 165,704	\$ 149,006	\$ 149,006
Paramount Theater	\$ 601,833	\$ 606,537	\$ 606,537	\$ 481,383	\$ 652,006	\$ 571,555	\$ 571,555
Postage Service Credits	\$ (15,355)	\$ (32,140)	\$ (32,140)	\$ (29,334)	\$ (35,972)	\$ (32,542)	\$ (32,542)
Goldsboro Event Center	\$ 130,179	\$ 131,731	\$ 131,731	\$ 131,181	\$ 163,838	\$ 128,512	\$ 128,512
Inspections	\$ 812,657	\$ 600,174	\$ 600,174	\$ 591,749	\$ 641,267	\$ 590,073	\$ 590,073
Downtown Development	\$ 288,792	\$ 254,141	\$ 254,141	\$ 218,439	\$ 414,643	\$ 326,947	\$ 326,947
Information Technology	\$ 1,662,687	\$ 2,074,759	\$ 2,103,937	\$ 1,758,106	\$ 4,227,108	\$ 2,753,626	\$ 2,787,626
Public Works - Administration	\$ 471,644	\$ 467,474	\$ 467,474	\$ 462,450	\$ 516,016	\$ 498,116	\$ 498,116
Garage	\$ 1,979,727	\$ 2,121,518	\$ 2,121,518	\$ 2,251,709	\$ 2,504,226	\$ 2,177,810	\$ 2,177,810
Garage Service Credits	\$ (1,264,443)	\$ (1,478,825)	\$ (1,478,825)	\$ (1,489,275)	\$ (1,746,800)	\$ (1,512,425)	\$ (1,512,425)
Buildings & Grounds	\$ 743,338	\$ 731,717	\$ 731,717	\$ 718,723	\$ 912,411	\$ 715,826	\$ 740,826
Cemetery	\$ 330,640	\$ 361,882	\$ 361,882	\$ 361,307	\$ 484,018	\$ 355,706	\$ 355,706
Finance	\$ 1,550,906	\$ 1,543,790	\$ 1,543,790	\$ 1,691,500	\$ 1,841,413	\$ 1,773,459	\$ 1,773,459
Office Supply Credits	\$ (4,644)	\$ (7,357)	\$ (7,357)	\$ (5,367)	\$ (6,807)	\$ (7,257)	\$ (7,257)
Planning & Redevelopment	\$ 967,063	\$ 1,518,973	\$ 1,610,446	\$ 1,213,950	\$ 1,847,832	\$ 1,278,265	\$ 1,278,265
Street Maintenance	\$ 1,005,870	\$ 948,501	\$ 948,501	\$ 1,006,524	\$ 978,435	\$ 932,691	\$ 932,691
Streets Utilities	\$ 491,632	\$ 521,000	\$ 521,000	\$ 454,806	\$ 471,000	\$ 501,000	\$ 501,000
Street Paving Division	\$ -	\$ 187,500	\$ 187,500	\$ -	\$ 3,930,000	\$ 187,500	\$ 187,500
Solid Waste	\$ 3,546,937	\$ 3,600,852	\$ 3,600,852	\$ 3,430,273	\$ 3,917,879	\$ 3,696,059	\$ 3,696,059
Engineering	\$ 827,478	\$ 984,926	\$ 1,168,807	\$ 912,040	\$ 1,139,236	\$ 1,102,369	\$ 1,102,369
Fire Department	\$ 6,269,231	\$ 6,281,341	\$ 6,334,238	\$ 6,347,515	\$ 11,564,022	\$ 6,292,613	\$ 6,292,613
Police Department	\$ 9,505,750	\$ 9,548,140	\$ 9,599,507	\$ 9,098,946	\$ 11,823,102	\$ 9,539,592	\$ 9,539,592
Special Expense Fees	\$ 420,133	\$ 441,900	\$ 441,900	\$ 441,900	\$ 1,105,576	\$ 464,029	\$ 464,029
Non-Recurring Capital Outlay	\$ 182,093	\$ 410,785	\$ 410,785	\$ 249,073	\$ 421,191	\$ 407,191	\$ 407,191
Parks and Recreation	\$ 3,235,329	\$ 3,204,826	\$ 3,230,355	\$ 2,984,733	\$ 4,864,179	\$ 3,115,647	\$ 3,115,647
Golf Course	\$ 637,335	\$ 558,496	\$ 558,496	\$ 530,524	\$ 832,098	\$ 533,916	\$ 529,916
Transfers & Shared Services	\$ 1,186,902	\$ 5,236	\$ 23,607	\$ 19,371	\$ 1,126,835	\$ 1,735,576	\$ 1,735,576
Debt Service	\$ 5,952,208	\$ 4,858,292	\$ 4,858,292	\$ 4,858,292	\$ 5,094,550	\$ 5,094,550	\$ 5,094,550
Total Expenditures-General Fund	\$ 43,676,905	\$ 42,425,220	\$ 42,862,916	\$ 40,519,567	\$ 61,973,654	\$ 45,242,939	\$ 45,240,839

**FY2021-22 Budget
Summary by Fund and Organization**

General Fund Capital Reserve								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Transfers In Revenue	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Fund Balance Withdrawal	0	0	0	\$ -	\$ -	\$ -	\$ -	
Total Revenues-Gen Fd Capital Reserve	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Transfers & Shared Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Total Expenditures-Gen Fd Capital Reserve	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	

Stormwater Fund								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Charges For Services	\$ 1,516,330	\$ 1,500,000	\$ 1,500,000	\$ 1,581,026	\$ 1,575,000	\$ 1,575,000	\$ 1,575,000	
Capital Returns	\$ 7,572	\$ 275,600	\$ 275,600	\$ 268,800	\$ 345,200	\$ 1,200	\$ 1,200	
Fund Balance Withdrawal	\$ 1,068	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenues-Stormwater Fund	\$ 1,524,970	\$ 1,775,600	\$ 1,775,600	\$ 1,849,826	\$ 1,920,200	\$ 1,576,200	\$ 1,576,200	
Stormwater Division	\$ 916,591	\$ 1,251,395	\$ 1,251,395	\$ 1,108,681	\$ 1,303,060	\$ 1,046,420	\$ 1,046,420	
Transfers & Shared Services	\$ 45,000	\$ 399,386	\$ 399,386	\$ 358,852	\$ 435,383	\$ 348,023	\$ 348,023	
Debt Service	\$ 125,085	\$ 124,819	\$ 124,819	\$ 124,819	\$ 181,757	\$ 181,757	\$ 181,757	
Total Expenditures-Stormwater Fund	\$ 1,086,676	\$ 1,775,600	\$ 1,775,600	\$ 1,592,352	\$ 1,920,200	\$ 1,576,200	\$ 1,576,200	

**FY2021-22 Budget
Summary by Fund and Organization**

Utility Fund								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Revenue Other Agencies					\$ -	\$ -	\$ 2,558,994	
Charges For Services	\$ 17,474,679	\$ 18,068,818	\$ 18,068,818	\$ 17,853,402	\$ 19,877,634	\$ 19,877,634	\$ 17,455,830	
Capital Returns	\$ 117,857	\$ 32,542	\$ 32,542	\$ 12,182	\$ 15,400	\$ 15,400	\$ 15,400	
Miscellaneous Revenue	\$ 1,849,287	\$ 301,025	\$ 301,025	\$ 542,600	\$ 310,000	\$ 317,233	\$ 317,233	
Fund Balance Withdrawal	\$ -	\$ -	\$ 142,937	\$ -	\$ -	\$ -	\$ -	
Total Revenues-Utility Fund	\$ 19,441,822	\$ 18,402,385	\$ 18,545,322	\$ 18,408,184	\$ 20,203,034	\$ 20,210,267	\$ 20,347,457	
Billing & Meter Services	\$ -	\$ 770,682	\$ 770,682	\$ 650,408	\$ 798,692	\$ 747,692	\$ 747,692	
Distribution & Collection	\$ 2,456,081	\$ 2,376,581	\$ 2,376,581	\$ 2,112,531	\$ 2,719,961	\$ 2,448,303	\$ 2,448,303	
Water Treatment Plant	\$ 3,802,853	\$ 2,837,648	\$ 2,964,572	\$ 2,946,576	\$ 5,156,477	\$ 4,581,200	\$ 4,581,200	
Water Reclamation Facility	\$ 3,774,642	\$ 3,638,009	\$ 3,654,022	\$ 3,466,079	\$ 6,816,261	\$ 4,920,845	\$ 4,920,845	
Utility Fund Capital Expense	\$ 1,803,453	\$ 701,210	\$ 701,210	\$ 668,798	\$ 1,041,410	\$ 133,410	\$ 270,600	
Compost Facility	\$ 847,443	\$ 838,024	\$ 838,024	\$ 852,951	\$ 1,034,867	\$ 703,921	\$ 703,921	
Transfers & Shared Services	\$ 3,215,532	\$ 3,802,580	\$ 3,802,580	\$ 3,588,105	\$ 3,097,595	\$ 3,097,595	\$ 3,097,595	
Debt Service	\$ 3,187,355	\$ 3,437,651	\$ 3,437,651	\$ 3,437,651	\$ 3,577,300	\$ 3,577,300	\$ 3,577,300	
Total Expenditures-Utility Fund	\$ 19,087,360	\$ 18,402,385	\$ 18,545,322	\$ 17,723,098	\$ 24,242,563	\$ 20,210,267	\$ 20,347,457	

Downtown Municipal Service District								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Tax Revenues	\$ 92,325	\$ 97,075	\$ 97,075	\$ 92,216	\$ 95,174	\$ 95,174	\$ 95,174	
Capital Returns	\$ 693	\$ 823	\$ 823	\$ 20	\$ -	\$ -	\$ -	
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	
Fund Balance Withdrawal	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	
Total Revenues-Downtown MSD	\$ 93,019	\$ 97,898	\$ 117,898	\$ 92,636	\$ 95,174	\$ 95,174	\$ 95,174	
Transfers & Shared Services	\$ 100,000	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	\$ -	
Downtown District	\$ 71,593	\$ 80,898	\$ 100,898	\$ 57,812	\$ 96,153	\$ 95,174	\$ 95,174	
Total Expenditures-Downtown MSD	\$ 171,593	\$ 97,898	\$ 117,898	\$ 57,812	\$ 96,153	\$ 95,174	\$ 95,174	

**FY2021-22 Budget
Summary by Fund and Organization**

Occupancy Tax Fund								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Revenue Other Agencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,493	\$ 28,493	
Charges For Services	\$ 995,009	\$ 1,031,800	\$ 1,031,800	\$ 875,897	\$ 905,000	\$ 955,975	\$ 955,975	
Capital Returns	\$ 4,533	\$ 5,500	\$ 5,500	\$ 200	\$ 200	\$ 200	\$ 200	
Miscellaneous Revenue	\$ 13,616	\$ 6,581	\$ 6,581	\$ 9,534	\$ 5,000	\$ 5,000	\$ 5,000	
Fund Balance Withdrawal	\$ -	\$ 155,963	\$ 155,963	\$ -	\$ 110,000	\$ 110,000	\$ 150,000	
Total Revenues-Occupancy Tax	\$ 1,013,159	\$ 1,199,844	\$ 1,199,844	\$ 885,631	\$ 1,020,200	\$ 1,099,668	\$ 1,139,668	
Occupancy Tax/Civic Center	\$ 680,587	\$ 791,341	\$ 791,341	\$ 742,989	\$ 758,622	\$ 758,622	\$ 758,622	
Occupancy Tax/Travel & Tourism	\$ 408,122	\$ 408,502	\$ 408,502	\$ 321,275	\$ 411,187	\$ 341,046	\$ 381,046	
Total Expenditures-Occupancy Tax	\$ 1,088,708	\$ 1,199,843	\$ 1,199,843	\$ 1,064,264	\$ 1,169,809	\$ 1,099,668	\$ 1,139,668	
Total All Funds								
Orgn Name	FY20 Actual	FY21 Adopted Budget	FY21 Amended Budget	Jun 30 Est	Dept Request	Manager Recomm. 6/1/21 (MGR03)	Adopted 6/18/21	
Revenue	\$ 62,218,463	\$ 63,901,947	\$ 64,502,581	\$ 62,972,945	\$ 64,151,914	\$ 68,225,248	\$ 68,400,338	
Expenditures	\$ 65,112,242	\$ 63,901,947	\$ 64,502,580	\$ 60,958,093	\$ 89,403,379	\$ 68,225,248	\$ 68,400,338	
Surplus/(Deficit)	\$ (2,893,779)	\$ -	\$ 1	\$ 2,014,852	\$ (25,251,465)	\$ -	\$ (0)	

AFFIDAVIT OF PUBLICATION

Before the undersigned, a Notary Public of said County and State,
duly commissioned, qualified, and authorized by law to administer oaths,
personally appeared David Rouse

who being first duly sworn, deposes and says: that he (she) is

IT Manager

(Publisher, or other officer or employee authorized to make affidavit) of
PAXTON MEDIA GROUP, engaged in the publication of a newspaper
known as GOLDSBORO NEWS-ARGUS, published, issued, and entered
as second class mail in the city of Goldsboro in said County and State;
that he (she) is authorized to make this affidavit and sworn statement; that
the notice or other legal advertisement, a true copy of which is attached
hereto, was published in GOLDSBORO NEWS-ARGUS on the following
dates:

June 1, 2021

and that the said newspaper in which such notice, paper, document, or
legal advertisement was published was, at the time of each, and every
such publication, a newspaper meeting all of the requirements and
qualifications of Section 1-597 of the General Statutes of North Carolina
and was a qualified newspaper within the meaning of Section 1-597 of the
General Statutes of North Carolina.

This 1st day of June, 20 21

David Rouse

(Signature of person making affidavit)

Sworn to and subscribed before me, this 1st day of

June

, 20 21

Kimberly A. Langley
Notary Public

My Commission expires: August 5, 2023

KIMBERLY A. LANGLEY

Notary Public

Wayne County, NC



**City of Goldsboro
Notice of Public Hearing
FY 2021-2022 Budget
Proposed Property Tax Increase
Proposed Water and Sewer Rate Increase**

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 2021-2022 to the Mayor and the City Council. Included in the recommended FY 2021-2022 budget is a three cent (\$.03) property tax increase, a proposed water and sewer rate increase of fifteen percent (15%) for all rate categories, and a proposed change in public utility surcharges and fees. A copy of the proposed budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022 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 and the proposed water and sewer rate increases during their regularly scheduled meeting on Monday, June 7, 2021 at 7:00 p.m., or as soon thereafter as may be heard, in the Council Chambers located at City Hall, 214 North Center Street, Goldsboro, North Carolina. Any person who wishes to be heard on the budget may appear.

Catherine F. Gwynn
Director of Finance

(Ad # 70065555)

ORDINANCE NO. 2021-11

ANNUAL BUDGET ORDINANCE
FISCAL YEAR 2021-2022

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

Section 1. Summary

SUMMARY	REVENUES	APPROPRIATIONS
General Fund	\$ 45,240,839	45,240,839
Stormwater Fund	1,576,200	1,576,200
Utility Fund	20,347,457	20,347,457
Downtown Special District Fund	95,174	95,174
Occupancy Tax Fund	1,139,668	1,139,668
General Fund Capital Reserve	1,000	1,000
TOTAL BUDGET	\$ 68,400,338	\$ 68,400,338

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, 2021, for the purpose of raising revenue from current year's property tax to finance the appropriations following this Ordinance:

TOTAL RATE PER \$100 VALUATION \$.68

Such rates of tax are based on an estimated total assessed valuation of real property for the purpose of taxation of \$2,565,561,616 and an estimated rate of collection of 98.44%.

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, 2021, 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, 2021. 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 hereby levied as previously established and authorized.

Section 10. Planning fees are hereby levied as previously established and authorized.

Section 11. Utility Rates for utility fees, charges for testing, monitoring, inspection, sampling and surcharges are established and authorized under separate resolution and shall be effective with the first billing on July 1, 2021.

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, 2021 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, 2021, and ending June 30, 2022.

FUND	REVENUE
<u>GENERAL FUND</u>	
Tax Revenues	17,825,544
Licenses and Permits	378,450
Revenue from Other Agencies	16,896,255
Charges for Services	4,805,727
Capital Investment Returns	2,045,996
Miscellaneous Revenues	81,027
Shared Services	3,207,840
Appropriated Fund Balance	-
TOTAL GENERAL FUND REVENUES	45,240,839
<u>GENERAL FUND CAPITAL RESERVE</u>	
Transfers In	1,000
Appropriated Fund Balance	-
TOTAL GENERAL FUND CAPITAL RESERVE REVENUES	1,000
<u>STORMWATER FUND</u>	
Charges for Services	1,575,000
Capital Investment Returns	1,200
Appropriated Fund Balance	-
TOTAL STORMWATER FUND REVENUES	1,576,200
<u>UTILITY FUND</u>	
Revenue from Other Agencies	2,558,994
Charges for Services	17,455,830
Capital Investment Returns	15,400
Miscellaneous Revenues	317,233
Appropriated Fund Balance	-
TOTAL UTILITY FUND REVENUES	20,347,457
<u>DOWNTOWN SPECIAL TAX DISTRICT FUND</u>	
Tax Revenues	95,174
Capital Investment Returns	-
Appropriated Fund Balance	-
TOTAL DOWNTOWN SPECIAL TAX DISTRICT FUND REVENUES	95,174
<u>OCCUPANCY TAX FUND</u>	
Revenue from Other Agencies	28,493
Charges for Services	955,975
Capital Investment Returns	200
Miscellaneous Revenues	5,000
Appropriated Fund Balance	150,000
TOTAL OCCUPANCY TAX FUND REVENUES	1,139,668
TOTAL REVENUE APPROPRIATIONS	68,400,338

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, 2021, and ending June 30, 2022 according to the following schedule:

FUND	EXPENDITURE APPROPRIATIONS
<u>GENERAL FUND</u>	
General Government	8,649,232
Transportation	1,621,191
Economic and Physical Development	2,218,248
Public Safety	17,524,646
Environmental Protection	4,051,765
Cultural and Recreational	4,345,630
Debt Service	5,094,550
Transfers	1,735,576
TOTAL GENERAL FUND EXPENDITURES	45,240,839
<u>GENERAL FUND CAPITAL RESERVE</u>	
Transfers to Fund Balance	1,000
TOTAL GENERAL FUND CAPITAL RESERVE EXPENDITURES	1,000
<u>STORMWATER FUND</u>	
Stormwater Operations	1,046,420
Debt Service	181,757
Transfers & Shared Services	348,023
TOTAL STORMWATER FUND EXPENDITURES	1,576,200
<u>UTILITY FUND</u>	
Operations and Maintenance	13,672,562
Debt Service	3,577,300
Transfers & Shared Services	3,097,595
TOTAL UTILITY FUND EXPENDITURES	20,347,457
<u>DOWNTOWN SPECIAL TAX DISTRICT</u>	
Downtown Development Operations	95,174
Transfers to Fund Balance	-
TOTAL DOWNTOWN SPECIAL TAX DISTRICT EXPENDITURES	95,174
<u>OCCUPANCY TAX FUND</u>	
Civic Center	312,000
Travel & Tourism	381,046
Debt Service	446,622
Transfers	-
TOTAL OCCUPANCY TAX FUND EXPENDITURES	1,139,668
TOTAL EXPENDITURE APPROPRIATIONS	68,400,338

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.

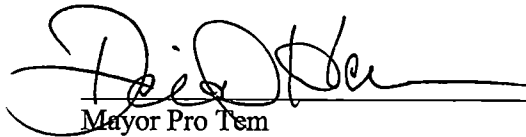
G. Salary Grades and Salary Ranges: The assignment of classes to salary grades and salary ranges are adopted herein by reference.

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, 2021, 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.

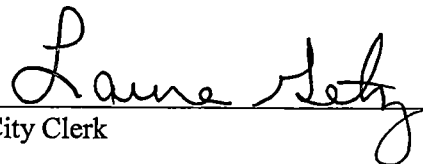
Section 16. Utilization of the Budget and the Budget Ordinance:

This Ordinance and Budget Document shall be the basis of the financial plan for the City of Goldsboro during the 2021-22 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, 2021, as adopted by the City Council on this 18th day of June, 2021.


Mayor Pro Tem

Attested by:


City Clerk

RESOLUTION NO. 2021-49

RESOLUTION ESTABLISHING A SCHEDULE OF CHARGES AND FEES RELATIVE TO THE OPERATION OF THE CITY OF GOLDSBORO WASTEWATER TREATMENT FACILITY

WHEREAS, the City of Goldsboro operates a wastewater collection and treatment facility for its citizens and is required to comply with applicable State and Federal laws; and

WHEREAS, State loan funds were used in upgrading this facility; and

WHEREAS, rules of the loan fund require wastewater treatment plants to operate on a self-sufficient basis; and

WHEREAS, it was necessary to make certain amendments in the previous schedule of charges and fees (Resolution 2001-7 and Resolution 1995-64);

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

1. The following fees and charges be and are hereby authorized for use by the City of Goldsboro in conjunction with the operation of its wastewater treatment facility:

I. Fees

A. Review Industry Application for Wastewater Discharge Permit and Issue Discharge Permit	\$500.00
B. Review Compliance Reports Submitted by Industries	\$ 30.00
C. Review Self-Monitoring Reports Submitted by Industries	\$ 30.00
D. Yearly Maintenance Fee	\$100.00
E. Annual Pretreatment Inspection	\$ 75.00
F. Grease Trap Re-Inspection Fee	#1-\$ 60.00, #2- \$100.00

II. Charges

A. Flow Proportional Sampling	\$ 52.50
B. Composite Sampling	\$ 45.00
C. Grab Sampling	\$ 18.00

D. Sample Analysis (CBOD5)	\$ 27.00
E. Sample Analysis (COD)	\$ 24.00
F. Sample Analysis (TSS) Total Suspended Solids	\$ 15.00
G. Sample Analysis (NH3-N) Ammonia, Nitrogen	\$ 24.00
H. Sample Analysis (Total Phosphorus)	\$ 24.00
I. Sample Analysis (pH & Temp.)	\$ 10.00

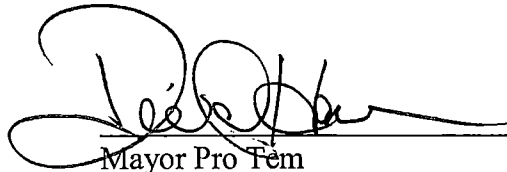
Analysis of toxic pollutants and other parameters not performed on site by the City's laboratory that must be performed by a certified commercial laboratory shall be billed by the City to the industrial user at the actual cost charged by the laboratory, times a factor of 1.5. These analysis are, including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

III. Surcharges

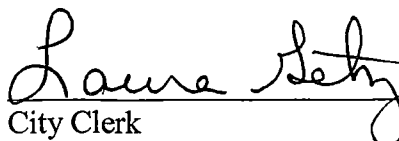
Surcharges for the following limits will be charged:

A. For CBOD5 over 250 mg/l -	\$0.2500 per pound
B. For TSS over 250 mg/l -	\$0.2000 per pound
C. For Ammonia (NH3-N) over 15 mg/l -	\$1.2100 per pound
D. For Total Phosphorus over 4 mg/l -	\$3.6700 per pound

2. These fees and charges will begin with all billings after June 30, 2021.
3. This Resolution shall be in full force and effect from and after this 18th day of June, 2021.


Mayor Pro Tem

Attested by:


City Clerk

FY 2021-22 Agency Requests							
Agency	FY 19-20 Adopted Allocation	FY 20-21 Adopted Allocation	FY 21-22 Requested	FY 21-22 Manager's Recommended 6/1/21	FY 21-22 Adopted 6/18/21		
	General	General	General	General	General	Distribute	Total
Literacy Connections	10,000	9,000	20,000	9,000	9,000	2,000	11,000
Rebuilding Broken Places	15,000	13,500	18,047	13,500	13,500	2,000	15,500
HGDC Community Crisis Ctr.	5,000	4,500	25,000	4,500	4,500	2,000	6,500
Boys & Girls Club	15,000	13,500	15,000	13,500	13,500	2,000	15,500
Arts Council	25,000	22,500	25,000	22,500	22,500	2,000	24,500
Wayne County Schools - PEG distribution	27,339	27,400	27,400	27,400	27,400	-	27,400
WAGES (funded with CDBG-CV funds)	20,000	18,000	20,000	-	-	-	-
W.A.T.C.H. (funded with CDBG-CV funds)	20,000	18,000	25,000	-	-	-	-
Museum	15,000	13,500	15,000	13,500	13,500	2,000	15,500
Communities in Schools	15,000	13,500	20,000	13,500	13,500	2,000	15,500
Mental Health Association (3 year agrmt. FY20-FY22)	12,000	12,000	12,000	12,000	12,000	-	12,000
Waynesborough Park	20,000	18,000	20,000	18,000	18,000	(18,000)	-
Goldsboro/Wayne Transportation	303,129	200,000	378,129	303,129	303,129	-	303,129
MPI (Mephibosheth Project Inc)	5,000	4,500	5,000	4,500	4,500	2,000	6,500
W.I.S.H.	10,000	9,000	12,000	9,000	9,000	2,000	11,000
Three In One Family Center	-	-	410,000	-	-	-	-
TOTALS	517,468	396,900	1,047,576	464,029	464,029	-	464,029

Capital Summary FY21-22

The FY21-22 Department Request for Capital Outlay for all operating funds totaled \$16,862,656, and Adopted was reduced to \$4,567,581 due to revenue constraints.

Capital Outlay Type	FY21-22		FY20-21	
	Request	Adopted	Request	Adopted
Buildings & Improvements	\$ 4,869,322	\$ 55,000	\$ 1,305,593	\$ 30,000
Distribution System	\$ 4,350,055	\$ 2,084,245	\$ 2,270,000	\$ 625,000
Rolling Stock/Equipment/Furniture/Fixtures	\$ 2,657,372	\$ 1,105,065	\$ 2,248,690	\$ 815,810
Vehicles	\$ 3,750,090	\$ 1,130,771	\$ 2,086,926	\$ 1,017,030
Infrastructure	\$ 1,235,817	\$ 192,500	\$ 419,910	\$ 381,310
Total All Funds	\$ 16,862,656	\$ 4,567,581	\$ 8,331,119	\$ 2,869,150

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	FY21-22		FY20-21	
	Request	Adopted	Request	Adopted
General Fund				
Buildings & Improvements	\$ 4,719,322	\$ 40,000	\$ 1,155,593	\$ 30,000
Rolling Stock/Equipment/Furniture/Fixtures	1,963,788	911,855	1,854,699	754,319
Infrastructure	1,235,817	192,500	419,910	381,310
Vehicles	3,158,884	1,005,065	1,303,526	361,930
Subtotal General Fund	\$ 11,077,811	\$ 2,149,420	\$ 4,733,728	\$ 1,527,559
Utility Fund				
Buildings & Improvements	\$ 150,000	\$ -	\$ 150,000	\$ -
Distribution System	4,350,055	2,084,245	2,270,000	625,000
Rolling Stock/Equipment/Furniture/Fixtures	680,584	193,210	387,760	55,260
Vehicles	247,206	71,706	515,800	387,500
Subtotal Utility Fund	\$ 5,427,845	\$ 2,349,161	\$ 3,323,560	\$ 1,067,760
Stormwater Fund				
Rolling Stock/Equipment/Furniture/Fixtures	\$ -	\$ -	\$ 1,566	\$ 1,566
Vehicles	344,000	54,000	267,600	267,600
Subtotal Stormwater Fund	\$ 344,000	\$ 54,000	\$ 269,166	\$ 269,166
Downtown MSD Tax Fund				
Buildings & Improvements	\$ -	\$ 15,000	\$ -	\$ -
Rolling Stock/Equipment/Furniture/Fixtures	13,000	-	-	-
Subtotal Downtown MSD Tax Fund	\$ 13,000	\$ 15,000	\$ -	\$ -
Occupancy Tax Fund				
Rolling Stock/Equipment/Furniture/Fixtures	\$ -	\$ -	\$ 4,665	\$ 4,665
Subtotal Occupancy Tax Fund	\$ -	\$ -	\$ 4,665	\$ 4,665
All Funds Total	\$ 16,862,656	\$ 4,567,581	\$ 8,331,119	\$ 2,869,150

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
GENERAL FUND					
Paramount	HVAC	Mini Splits	\$ 30,000	\$ 30,000	\$ 30,000
			\$ 30,000	\$ 30,000	\$ 30,000
GEC	Facility Updates-GEC	Portico Façade	\$ 20,000	\$ -	\$ -
			\$ 20,000	\$ -	\$ -
Downtown Development	Theater Equipment	Outdoor Movie & PA System	\$ 20,000	\$ -	\$ -
	Christmas Decorations	Wreaths	\$ 40,000	\$ -	\$ -
			\$ 60,000	\$ -	\$ -
Information Technology	Technology Capital	Network Storage	\$ 16,000	\$ 3,600	\$ 3,600
	Technology Capital	Plotter for Inspections	\$ 6,000	\$ -	\$ -
	Technology Capital	Fiber Projects for Willowdale, Old Transit Facility, Fire Training Facility, Bryan MSC	\$ 219,600	\$ -	\$ -
	Crew-Cab Pick-Up Truck	2022 Ford F-250 CrewCab 4x4 (Replace Green 2002 Malibu)	\$ 32,500	\$ -	\$ -
	Crew-Cab Pick-Up Truck	2022 Ford F-250 CrewCab 2WD	\$ 32,000	\$ -	\$ -
	Utility Van	Ford Econoline Van (E350) (7) (Replace 1997 Van)	\$ 32,500	\$ 32,500	\$ 32,500
	Building Remodel		\$ 170,000	\$ 10,000	\$ 10,000
	HVAC	City Hall	\$ 309,487	\$ -	\$ -
	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 860,000	\$ 860,000	\$ 860,000
			\$ 1,678,087	\$ 906,100	\$ 906,100
Garage	Power Lifts	Heavy Duty Power Lifts	\$ 45,000	\$ -	\$ -
	Power Lifts	Light Duty In-Ground Lifts	\$ 13,500	\$ -	\$ -
			\$ 58,500	\$ -	\$ -

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Building Maintenance	Riding Lawnmower	Big Dog FX1000 60" Deck 35 HP	\$ 12,000	\$ -	\$ -
	Pick-Up Truck W/Extended Cab	2021 Ford F150 extended cab truck	\$ 30,000	\$ 30,000	\$ 30,000
	Miscellaneous Equipment	Complete light pole assemblies with fixtures.	\$ 11,000	\$ -	\$ -
	Fence/Railings	Automatic electric chain driven gates with key code or key fob access.	\$ 31,000	\$ -	\$ -
	Gas Pak A/C Units	7.5 Ton Trane Gas Pack	\$ 12,000	\$ -	\$ -
			\$ 96,000	\$ 30,000	\$ 30,000
Cemetery	Excavator	Mini Excavator	\$ 25,264	\$ -	\$ -
	Storage Building	40x50x15 Commercial building with 20yr warranty	\$ 64,000	\$ -	\$ -
			\$ 89,264	\$ -	\$ -
Planning	Compact Pick-Up Trucks	F150 Code Enforcement Truck	\$ 25,000	\$ 25,000	\$ 25,000
	NCDOT ROW Purchase \$500K	NCDOT U5724 Central Hts Road Realignment ROW Acquisition (2 of 3)	\$ 187,500	\$ -	\$ -
	Sidewalks	NCDOT U-5994 Wayne Memorial Drive	\$ 1,310	\$ -	\$ -
	Sidewalks	NCDOT U-5724 N William St Widening	\$ 68,775	\$ -	\$ -
	Sidewalks	NCDOT U-2714 Central Heights Road	\$ 32,232	\$ -	\$ -
			\$ 314,817	\$ 25,000	\$ 25,000
Streets	Tandem Dump Truck	10 Ton Dump	\$ 150,000	\$ 150,000	\$ 150,000
	Utility Trailer	18ft Utility trailer	\$ 6,000	\$ -	\$ -
			\$ 156,000	\$ 150,000	\$ 150,000
Street Utilities	Storm Drainage Improvements	Storm Drainage Improvements for North Virginia Street (\$100,000), Musgrave Manor (\$460,000), Beech Street (\$100,000), and Jackson Street (\$50,000)	\$ -	\$ -	\$ -
	Railroad Signals	Railroad Signals	\$ 5,000	\$ 5,000	\$ 5,000
			\$ 5,000	\$ 5,000	\$ 5,000

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Street Paving	Paving Multi-Use Areas	Paving Petition received on 6-30-14 for Branch Street from Vann Street to Southern End	\$ 412,500	\$ -	\$ -
	Paving Multi-Use Areas	Various dirt street paving	\$ 330,000	\$ -	\$ -
	Paving Multi-Use Areas	Stoney Creek Greenway - NCDOT Project EB-5707	\$ 187,500	\$ 187,500	\$ 187,500
			\$ 930,000	\$ 187,500	\$ 187,500
Solid Waste	Garbage Packer	Rear Loader	\$ 200,000	\$ 200,000	\$ 200,000
	Leaf Trailers	Leaf Trailer	\$ 20,000	\$ -	\$ -
	Refuse Transfer Trailer	Transfer Trailer	\$ 100,000	\$ 100,000	\$ 100,000
	Refuse Transfer Trailer	Transfer Trailer	\$ 100,000	\$ 100,000	\$ 100,000
	Refuse Transfer Trailer	Transfer Trailer	\$ 100,000	\$ 100,000	\$ 100,000
	1/2 Ton Pick-Up W/Lift Gate	Pickup Truck w/lift gate	\$ 50,000	\$ -	\$ -
			\$ 570,000	\$ 500,000	\$ 500,000

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Fire	Administrative Car	Administrative Response Vehicle - F150	\$ 49,200	\$ 49,200	\$ 49,200
	Administrative Car	Administrative Repsone Vehicle - F250	\$ 45,000	\$ -	\$ -
	Administrative Car	Adminitrative Response - Tahoe	\$ 48,000	\$ -	\$ -
	Aerial Fire Truck	2000/EONE Quint	\$ 882,000	\$ -	\$ -
	Engine Replacement	1991/Pierce Dash	\$ 607,000	\$ -	\$ -
	Fire Hose	Fire Hose Replacement	\$ 14,435	\$ 13,155	\$ 13,155
	Miscellaneous Equipment	Equipment for Aerial Fire Truck	\$ 155,976	\$ -	\$ -
	Miscellaneous Equipment	Equipment for Fire Pumper Truck	\$ 108,618	\$ -	\$ -
	Miscellaneous Equipment	Skid Unit for conversion to Brush Truck	\$ 17,253	\$ -	\$ -
	Miscellaneous Equipment	Deployable Shelter for Water Rescue Team	\$ 34,251	\$ -	\$ -
	Miscellaneous Equipment	Inflatable Fire House for Community Outreach & Education	\$ 8,500	\$ -	\$ -
	Miscellaneous Equipment	(11) Portable Radios	\$ 87,650	\$ -	\$ -
	Miscellaneous Equipment	Rescue Jack	\$ 12,544	\$ -	\$ -
	Facility Updates - Fire Station 1		\$ 8,000	\$ -	\$ -
	Facility Updates - Fire Station 3		\$ 55,000	\$ -	\$ -
	Facility Updates - Fire Station 5		\$ 48,000	\$ -	\$ -
	Facility Updates - Fire Training		\$ 33,340	\$ -	\$ -
	Air Packs	Air Packs	\$ 37,900	\$ 35,100	\$ 35,100
	Thermal Imaging Camera	Thermal Imgaing Camera	\$ 5,500	\$ -	\$ -
	Fire Station	Fire Station 3	\$ 2,525,000	\$ -	\$ -
	FEMA Source Capture Exhaust System	Source Capture System - St. 4	\$ 62,795	\$ -	\$ -
			\$ 4,845,962	\$ 97,455	\$ 97,455

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Police	Sports Utility Vehicle	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ -	\$ -
	Administrative Car	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Administrative Car	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Administrative Car	2021 Dodge Durango AWD	\$ 33,437	\$ 53,437	\$ 53,437
	Administrative Car	2021 Dodge Durango AWD	\$ 33,437	\$ 53,437	\$ 53,437
	Administrative Car	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Administrative Car	2021 Dodge Charger R/T RWD	\$ 35,004	\$ 55,004	\$ 55,004
	Administrative Car	2021 Dodge RAM CC SSV	\$ 32,258	\$ -	\$ -
	Administrative Car	2021 Dodge RAM CC SSV	\$ 32,258	\$ -	\$ -
	Administrative Car	2021 Dodge RAM CC SSV	\$ 32,258	\$ -	\$ -
	Line Cars	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ -	\$ -
	Line Cars	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ 56,487	\$ 56,487
	Line Cars	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ -	\$ -
	Line Cars	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ -	\$ -
	Line Cars	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ -	\$ -
	Line Cars	2022 Chevy Tahoe PPV 2WD	\$ 36,487	\$ -	\$ -
	Line Cars	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Line Cars	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Line Cars	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Line Cars	2021 Dodge Charger RWD V8	\$ 26,448	\$ -	\$ -
	Radar Units		\$ 44,978	\$ -	\$ -
	Portable Radios		\$ 92,169	\$ -	\$ -
	Polygraph Machine	Polygraph Machine	\$ 6,000	\$ -	\$ -
	Miscellaneous Equipment	Latent Expert Workstation, Digital Camera	\$ 40,900	\$ -	\$ -
	Miscellaneous Equipment	Drone	\$ 19,200	\$ -	\$ -
	Miscellaneous Equipment	Drone	\$ 19,200	\$ -	\$ -
	Miscellaneous Equipment	Mini Crime Scope	\$ 11,250	\$ -	\$ -
			\$ 909,381	\$ 218,365	\$ 218,365

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Parks & Recreation	Park House Restoration	Park House Deck & Support Structures	\$ 35,000	\$ -	\$ -
	Heavy-Duty Mower	BefcoSuper Flex Mower 14' attachment for a tractor	\$ 26,200	\$ -	\$ -
	Tractor	Kubota 7060 Tractor	\$ 67,000	\$ -	\$ -
	72" Deck Mower	Hustler Mower	\$ 12,000	\$ -	\$ -
	Playground Equipment	South End Park Playground Replacement*	\$ 30,000	\$ -	\$ -
	Basketball Court Improvements	Demolish existing basketball court and replace with new court*	\$ 30,000	\$ -	\$ -
	T.C. Coley(Formerly WA Foster)	Replace Roof over Recreation Room area of TC Coley Community Center	\$ 45,000	\$ -	\$ -
	Maintenance Shop Construction	Maintenance Building for Bryan MSCX	\$ 315,000	\$ -	\$ -
	Outdoor Pool Repair	Replastering Mina Weil Pool	\$ 65,000	\$ -	\$ -
	Herman Park Center Roof Renovations	Herman Park Center Roof	\$ 65,000	\$ -	\$ -
	Tennis Court Reconstruction	Reconstruct Tennis Courts at Herman Park	\$ 110,000	\$ -	\$ -
	Tennis Court Reconstruction	Reconstruct Tennis Courts at Herman Park	\$ 400,000	\$ -	\$ -
			\$ 1,200,200	\$ -	\$ -
Golf Course	Computer Work Station	Irrigation Computer for GC	\$ 25,000	\$ -	\$ -
	Computer System	Golf Course Simulator	\$ 40,000	\$ -	\$ -
	Golf Course Improvements	Driving Range Cart Path	\$ 9,600	\$ -	\$ -
	Chemical Sprayer	Golf Course Chemical Sprayer	\$ 40,000	\$ -	\$ -
			\$ 114,600	\$ -	\$ -
			Vehicles \$ 3,327,348	\$ 1,005,065	\$ 1,005,065
			Other Capital \$ 7,750,463	\$ 1,144,355	\$ 1,144,355
TOTAL GENERAL FUND			\$ 11,077,811	\$ 2,149,420	\$ 2,149,420

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
STORMWATER FUND					
STORMWATER	Street Sweeper	2021 Global or Tymco Sweeper	\$ 290,000	\$ -	\$ -
	Utility Vehicle	2021 F350 service	\$ 54,000	\$ 54,000	\$ 54,000
			\$ 344,000	\$ 54,000	\$ 54,000
		Vehicles	\$ 344,000	\$ 54,000	\$ 54,000
		Other Capital	\$ -	\$ -	\$ -
TOTAL STORMWATER FUND			\$ 344,000	\$ 54,000	\$ 54,000
UTILITY FUND					
Meter & Billing Services	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ 25,500	\$ -	\$ -
	Truck	Ford F-150	\$ 25,500	\$ -	\$ -
			\$ 51,000	\$ -	\$ -
Distributions & Collections	Excavator	Bobcat Excavator	\$ 77,000	\$ -	\$ -
	Forklift	Forklift	\$ 35,000	\$ -	\$ -
	Lowboy	Lowboy Trailer	\$ 52,000	\$ -	\$ -
	Miscellaneous Equipment	Hydraulic breaker with nail point,for bobcat excavator	\$ 8,874	\$ -	\$ -
	Combo-Push Video System	Push Camera	\$ 8,500	\$ -	\$ -
	Utility Trailer	Utility trailer	\$ 20,000	\$ -	\$ -
	Pipe inspection cameras	Pipe inspection cameras	\$ 135,000	\$ 135,000	\$ 135,000
	Pipe Inspection Camera	Manhole Camera	\$ 8,500	\$ -	\$ -
			\$ 344,874	\$ 135,000	\$ 135,000

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Water Treatment	Administrative Car	2021 Ford Escape	\$ 21,706	\$ 21,706	\$ 21,706
	Pump	Upsize #4 Pump	\$ 252,000	\$ -	\$ -
	Pump Station Upgrade	Neuse River Pump Station Transfer Switch	\$ 160,000	\$ 160,000	\$ 160,000
	Elevated Tank	Elavated Tank Asset Management 4 x's	\$ 490,000	\$ 490,000	\$ 490,000
	Miscellaneous Equipment	Total Organic Carbon Analyzer	\$ 23,000	\$ 23,000	\$ 23,000
	Miscellaneous Equipment	Flood Barriers, Concrete Work for Generator Area	\$ 50,000	\$ -	\$ -
	Equipment Shelter	Equipment Building	\$ 100,000	\$ -	\$ -
			\$ 1,096,706	\$ 694,706	\$ 694,706
Water Reclamation	Administrative Car	Ford Ranger	\$ 25,000	\$ 25,000	\$ 25,000
	Administrative Car	Ford Escape	\$ 25,000	\$ 25,000	\$ 25,000
	Miscellaneous Equipment	Hach Multi-Bottle Sampler	\$ 7,300	\$ 7,300	\$ 7,300
	Miscellaneous Equipment	2007 Buchi-Distillation (of water)	\$ 18,500	\$ 18,500	\$ 18,500
	Generator	Westbrook Pump Station Generator	\$ 500,000	\$ 500,000	\$ 500,000
	Aerators	Aerator Rehabilitation	\$ 122,055	\$ 122,055	\$ 122,055
	WASS Valve Replacement	Wass Valve Replacement	\$ 95,000	\$ 95,000	\$ 95,000
	U.V. System Replacement	U.V. System Replacement	\$ 1,030,000	\$ -	\$ -
	Barscreen	Barscreen At New Hope	\$ 200,000	\$ 200,000	\$ 200,000
	Barscreen	Barscreen At Hwy 117	\$ 225,000	\$ 225,000	\$ 225,000
	Barscreen	Barscreen At Cherry Hospital	\$ 225,000	\$ -	\$ -
	Pump	Westbrook Pump Station Upgrades VFD for Pump #5	\$ 240,000	\$ -	\$ -
	Hypo Day Tank	Bulk Chemical Tank	\$ 45,000	\$ 45,000	\$ 45,000
			\$ 2,757,855	\$ 1,262,855	\$ 1,262,855
Utility Fund-Capital	Miscellaneous Equipment	Survey Utility Box	\$ 9,410	\$ 9,410	\$ 9,410
	Sewer Improvements	Sanitary sewer rehabilitation repairs based on I&I Study	\$ 110,000	\$ 110,000	\$ 247,190
	Sewer Improvements	Oak Forest Road, Courtney Road, US 117 South, and Smith Drive	\$ 864,000	\$ -	\$ -
	Water Improvements	Branch Street from Vann Street to Truman Street	\$ 44,000	\$ -	\$ -
			\$ 1,027,410	\$ 119,410	\$ 256,600

Department	Description	Item To Be Purchased	Budget Requested	Budget Recomm. 6/1/21	Budget Adopted 6/18/21
Compost	Mixing Truck	Dump Truck	\$ 150,000	\$ -	\$ -
			<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>
		Vehicles	\$ 431,206	\$ 71,706	\$ 71,706
		Other Capital	\$ 4,996,639	\$ 2,140,265	\$ 2,277,455
TOTAL UTILITY FUND			<u>\$ 5,427,845</u>	<u>\$ 2,211,971</u>	<u>\$ 2,349,161</u>
DOWNTOWN DISTRICT FUND					
Downtown District	Center Street Park	Percussion Park-South Center	\$ 13,000	\$ 13,000	\$ -
			\$ -	\$ -	\$ 15,000
			<u>\$ 13,000</u>	<u>\$ 13,000</u>	<u>\$ 15,000</u>
		Vehicles	\$ -	\$ -	\$ -
		Other Capital	\$ 13,000	\$ -	\$ 15,000
TOTAL DOWNTOWN DISTRICT FUND			<u>\$ 13,000</u>	<u>\$ 13,000</u>	<u>\$ 15,000</u>
OCCUPANCY TAX FUND					
Travel & Tourism	Technology Lease - FY21	IT LEASE (Desktops, Laptops, Servers, Storage)	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
		Vehicles	\$ -	\$ -	\$ -
		Other Capital	\$ -	\$ -	\$ -
TOTAL OCCUPANCY TAX FUND			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
		Vehicles	\$ 4,102,554	\$ 1,130,771	\$ 1,130,771
		Other Capital	\$ 12,760,102	\$ 3,297,620	\$ 3,436,810
TOTAL ALL OPERATING FUNDS			<u>\$ 16,862,656</u>	<u>\$ 4,428,391</u>	<u>\$ 4,567,581</u>

City of Goldsboro

Summary of Principal and Interest Due and Outstanding Debt Balances

FY21-22 Budget

	FY Paid	FY20-21 Adopted Princ & Int	FY21-22 Recom. Princ & Int	Outstanding Balance (7/1/2020)	Outstanding Balance (7/1/2021)	Tentative New Debt
General Obligation Bonds						
Sewer & Streets - 2011 Refunding GO	2022	\$ 257,950	\$ 246,408	\$ 485,000	\$ 240,000	
Sewer & Streets - 2013 Refunding GO	2025	\$ 346,040	\$ 332,440	\$ 1,488,000	\$ 1,168,000	
Police Lawsuit Settlement - 2014 GO	2025	\$ 190,145	\$ 186,320	\$ 850,000	\$ 680,000	
Parks & Rec (54.5%) & Streets (45.50%) 2017 GO Bonds	2037	\$ 461,657	\$ 447,906	\$ 4,675,000	\$ 4,400,000	
Streets - 2018 GO	2039	\$ 390,375	\$ 379,125	\$ 4,275,000	\$ 4,050,000	
Streets (22.8%) & Sewer (77.20%) 2017 Refunding GO	2030	\$ 972,700	\$ 949,700	\$ 7,110,000	\$ 6,410,000	
Subtotal - GO Bonds		\$ 2,618,867	\$ 2,541,899	\$ 18,883,000	\$ 16,948,000	\$ -
State Revolving Loans						
Water Plant Phase I	2032	\$ 436,757	\$ 428,358	\$ 4,031,606	\$ 3,695,639	
Water Plant Phase II	2033	\$ 147,093	\$ 147,093	\$ 1,912,212	\$ 1,765,118	
Stoney Creek Sewer Project	2037	\$ 221,806	\$ 218,645	\$ 2,857,452	\$ 2,689,366	
Plate Settlers Project (W1112) (Project to be completed May 2021)	2041	\$ 122,704	\$ 122,957	\$ 1,731,371	\$ 1,644,802	
Phase IV Sewer Improvements SRF (S1102)	2040	\$ 420,284	\$ 420,284	\$ 8,405,676	\$ 7,985,392	
Gravity Sewer Rehab (Big Ditch) SRP (S1103)	2041 (Est.)	\$ -	\$ 86,667	\$ -	\$ -	\$ 1,235,100
Water Lines & Booster Pump SRF (W1111)	2041 (Est.)	\$ -	\$ 246,452	\$ -	\$ -	\$ 3,610,000
2019 Water Improvements 2" Galvanized Lines WIF-1979	Awarded	\$ -	\$ -	\$ -	\$ -	\$ 2,998,100
Little Cherry Big Cherry Pump Station Relocation (ASADRA)	Awarded	\$ -	\$ -	\$ -	\$ -	\$ 3,058,000
Subtotal - State Revolving Loans		\$ 1,348,644	\$ 1,670,456	\$ 18,938,316	\$ 17,780,317	\$ 10,901,200

City of Goldsboro

Summary of Principal and Interest Due and Outstanding Debt Balances

FY21-22 Budget

	FY Paid	FY20-21 Adopted Princ & Int	FY21-22 Recom. Princ & Int	Outstanding Balance (7/1/2020)	Outstanding Balance (7/1/2021)	Tentative New Debt
Installment Loans						
City Hall/AMR Project/Streetscape I (2012)	2022	\$ 367,025	\$ 299,341	\$ 651,000	\$ 295,000	
Paramount & City Hall (2014)	2024	\$ 316,350	\$ 303,322	\$ 1,000,000	\$ 701,000	
Gateway Transit Building, HVAC Police & Streetscape (2014)	2034	\$ 335,579	\$ 327,931	\$ 3,191,000	\$ 2,962,000	
W.A. Foster & Goldsboro Events Center (2015)	2030	\$ 627,193	\$ 613,051	\$ 4,852,000	\$ 4,366,000	
Bryan Multi-Sports Complex (2017)	2032	\$ 236,000	\$ 233,000	\$ 2,400,000	\$ 2,200,000	
Utilities AMI Project (70.98%) & Equipment (29.02%) (2017)	2032	\$ 894,585	\$ 894,425	\$ 5,318,000	\$ 4,549,000	
Lighting Bryan Multi-Sports Complex (2018)	2023	\$ 110,622	\$ 110,622	\$ 264,432	\$ 161,423	
IT Lease #05 Suntrust (2018)	2023	\$ 102,263	\$ 102,263	\$ 289,041	\$ 195,565	
Vehicles & Equipment (GF 60%; UF 14%; SF 26%) (2018)	2023	\$ 480,073	\$ 480,745	\$ 1,365,000	\$ 923,000	
Police Evidence Rm & Fire Station Renovation (2018)	2024	\$ 522,693	\$ 510,621	\$ 4,947,000	\$ 4,593,000	
IT Lease #06 Suntrust (2018)	2024	\$ 98,593	\$ 98,593	\$ 364,648	\$ 277,780	
Vehicles & Equipment (GF 56.07%; UF 43.93) General Fd Portion (201)	2024	\$ 257,439	\$ 256,620	\$ 955,000	\$ 726,000	
SJAFB Commercial Garbage Trucks (2019)	2029	\$ 68,526	\$ 68,078	\$ 542,000	\$ 488,000	
Used Golf Equip Smith Turf PNC (2019)	2022	\$ 59,873	\$ 14,968	\$ 68,756	\$ 14,651	
Herman Park Center		\$ -	\$ -	\$ -	\$ -	\$ 11,750,000
FY20 & FY21 Rolling Stock & Equipment (2021)	New	\$ -	\$ 350,174	\$ -	\$ -	\$ 1,650,532
FY22 Rolling Stock & Equipment (2022)	New	\$ -	\$ -	\$ -	\$ -	\$ 737,930
IT Lease #07 (2022)	New	\$ -	\$ -	\$ -	\$ -	\$ 860,000
Subtotal - Installment Loans		\$ 4,476,814	\$ 4,663,754	\$ 26,207,877	\$ 22,452,419	\$ 14,998,462
Grand Total		\$ 8,444,325	\$ 8,876,109	\$ 64,029,194	\$ 57,180,736	\$ 25,899,662

Debt Paid Off FY21/FY22

New Debt taken in FY20/FY21

Principal Outstanding by Fund Summary

General Fund	\$ 28,191,455
Utility Fund	\$ 28,749,301
Stormwater Fund	\$ 239,980
Total	\$ 57,180,736



**Economic Development Agreements
FY2021-2022 Budget**

Company	Agreement	Total	FY	FY22 Adopted	
				6/18/21	
Alta	12/5/2016	\$ 25,000.00	2022	\$	5,000.00
Alta	12/17/2018	\$ 26,875.00	2022	\$	6,718.75
AP Exhaust	5/4/2021	\$ 21,000.00	2022	\$	7,000.00
Michael Aram	12/16/2019	\$ 440,000.00	2022	\$	34,000.00
Atlantic Casualty	3/17/2020	\$ 100,000.00	2022	\$	57,000.00
WNB Landlords	2/15/2019	\$ 300,000.00	2022	\$	200,000.00
Stromberg Foods	2/26/2017	\$ 26,110.00	2022	\$	5,222.00
Total Economic Development Incentives		<u><u>\$ 938,985.00</u></u>		<u><u>\$</u></u>	<u><u>314,940.75</u></u>

Position & Benefit Summary FY21-22

Background:

- ✓ In FY21 Council adopted a position allocation of 480 full time employees which included 8 new positions added at the time of adoption. A senior fleet mechanic and office assistant were added in the General Fund. A stormwater maintenance technician was added in Stormwater and 5 positions were added to the Utility fund, which included a warehouse & procurement manager, warehouse technician, utility system operator, utility maintenance mechanic, and an operator at the Water Treatment Plant.

Current:

The adopted position allocation is 482^(a) full time employees.

- ✓ The adopted budget added 2 FTE's^(a).
 - Computer systems administrator II-Cityworks (split 10% General Fund, 40% with Stormwater, and 40% Utility Fund)
 - Golf Course – Clubhouse manager (General Fund)
- ✓ Frozen Positions
 - Due to funding concerns, the following positions will be frozen.

FY	Beginning Adopted	Position Reductions	Requested & Approved thru Budget Process	Requested thru Budget Amendment	Ending Amended Position Budget
FY2018	458		8		466
FY2019	466		4	1	471
FY2020	471		2	1	474
FY2021	474	-2	8		480
FY2022	480	0	2	0	482

Summary Frozen Positions

Posn Count

Planning	1
Streets	1
Police	10
Parks & Recreation	1
Total General Fund	13
Public Utilities-Water Reclamation	1
Total Utility Fund	1
All Frozen Positions	14

Reports - Position Summary Allocation is presented as follows

- Position Allocation Summary by Fund
 - Presents full time employees in a single page snapshot view at fund level. There are 4 operating funds employing a current total of 474 employees.
- Position Allocation Summary by Fund and Organization
 - Presents full time employees a single page snapshot view at a fund and organizational level. The 4 operating funds are further broken down into the broader organizational and functional areas of the City.

Summary New Position Requests

Dept.	FT	Position Requested	Requested	Recomm. 6/1/21	Adopted 6/18/21
Paramount	FT	Technical Director (PPT to FT)	\$ 38,506	\$ -	\$ -
IT	FT	Executive Assistant	\$ 44,575	\$ -	\$ -
IT	FT	Computer Systems Admin II-Cityworks	\$ 62,721	\$ 11,947	\$ 11,947
IT	FT	Computer Systems Admin	\$ 49,144	\$ -	\$ -
IT	FT	IT Project Manager	\$ 62,721	\$ -	\$ -
IT	FT	Computer Systems Admin I	\$ 54,181	\$ -	\$ -
IT	FT	Computer Systems Admin I	\$ 54,181	\$ -	\$ -
Bldgs. & Grounds	FT	Building & Grounds Supervisor	\$ 51,601	\$ -	\$ -
Cemetery	FT	Maintenance Technician	\$ 30,170	\$ -	\$ -
Fire	FT	Fire Inspector (Civilian) PT to FT	\$ 51,000	\$ -	\$ -
Parks & Recreation	FT	Park Technician	\$ 28,733	\$ -	\$ -
Golf Course	FT	Clubhouse Manager	\$ 33,263	\$ 16,631	\$ 33,263
Golf Course	FT	Golf Technician (Turf)	\$ 28,733	\$ -	\$ -
1.2		GENERAL FUND	\$ 589,529.14	\$ 28,578.00	\$ 45,209.52
Stormwater	FT	Computer Systems Admin II-Cityworks (40%)	\$ -	\$ 25,000	\$ 25,000
0.4		STORMWATER FUND	\$ -	\$ 25,000.00	\$ 25,000.00
Distribution & Coll.	FT	Computer Systems Admin II-Cityworks (40%)	\$ -	\$ 25,000	\$ 25,000
Water	FT	Laboratory Technician	\$ 38,506	\$ -	\$ -
Water	FT	SCADA Instrumentation Technician ^(a)	\$ 42,452	\$ -	\$ -
WRF	FT	Assistant Public Utilities Director	\$ 65,858	\$ -	\$ -
Compost	FT	Compost Plant Operator	\$ 36,672	\$ -	\$ -
0.4		UTILITY FUND	\$ 183,487.30	\$ 25,000.00	\$ 25,000.00
2		TOTAL REQUESTED	\$ 773,016.44	\$ 78,578.00	\$ 95,209.52

Note: Computer Systems Admin II-Cityworks split 40% Stormwater Fund & 40% Utility Fund

Summary Permanent Part-Time

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

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

Appointment Types and Benefit Status

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

Department	Position	Grad	Hour	Position	Dept. Rec	Mgr. Recomm	Adopted 6/18/21
Paramount	180005	64	20-29	Custodian	\$ 9,555.00	\$ 9,555.00	\$ 9,555.00
Paramount	180006	65	20-29	Patron & Admin Svcs Assistant	\$ 17,353.00	\$ 17,353.00	\$ 17,353.00
Paramount	180007	63	20-29	Part-Time Theatre Technician		\$ 24,000.00	\$ 24,000.00
GEC	200003	65	20-29	Patron Services and Operational Assistant	\$ 18,096.00	\$ 13,096.00	\$ 13,096.00
Downtown Dev.	250010	70	20-29	Part-Time Administrative Assistant I	\$ -	\$ -	\$ -
Finance	210028	72	20-29	Part-Time A/R Technician	\$ 29,336.32	\$ 29,336.32	\$ 29,336.32
Finance	210029	72	20-29	Part-Time A/P Accounting Technician	\$ 29,336.32	\$ 29,336.32	\$ 29,336.32
Finance	210030	73	20-29	Part-Time Payroll Technician	\$ 30,800.64	\$ 30,800.64	\$ 30,800.64
Finance	210031	68	20-29	Part-Time Office Assistant	\$ 26,624.00	\$ 26,624.00	\$ 26,624.00
Police	610108	64	20-29	Custodian	\$ 24,821.00	\$ 24,821.00	\$ 24,821.00
Parks & Rec	600045	64	20-29	Custodian	\$ 15,575.97	\$ 15,575.97	\$ 15,575.97
Parks & Rec	600049	62	20-29	Tennis Specialist	\$ 19,565.00	\$ 19,565.00	\$ 19,565.00
Parks & Rec	600051	64	20-29	Custodian	\$ 14,922.33	\$ 14,922.33	\$ 14,922.33
Parks & Rec	600052	64	20-29	Custodian	\$ 15,513.13	\$ 15,513.13	\$ 15,513.13
Parks & Rec	600053	63	20-29	Custodian	\$ 15,513.13	\$ 15,513.13	\$ 15,513.13
Parks & Rec	600054	63	20-29	Custodian	\$ 9,307.88	\$ 9,307.88	\$ 9,307.88
Golf	716013	62	20-29	Club House Assistant	\$ 16,235.61	\$ 16,235.61	\$ -
Golf	716014	62	20-29	Club House Assistant	\$ 16,235.61	\$ 16,235.61	\$ -
Golf	716015	62	20-29	Golf Maintenance Technician	\$ 17,865.00	\$ 17,865.00	\$ 17,865.00
Golf	716016	62	20-29	Golf Maintenance Technician	\$ 17,865.00	\$ 17,865.00	\$ 17,865.00
				GENERAL FUND	\$ 344,520.94	\$ 363,520.94	\$ 331,049.72
Water Plant	760018	70	20-29	Administrative Assistant I	\$ 16,963.89	\$ 16,963.89	\$ 16,963.89
				UTILITY FUND	\$ 16,963.89	\$ 16,963.89	\$ 16,963.89
				Total All Funds	\$ 361,484.83	\$ 380,484.83	\$ 348,013.61

FY22 Adopted Totals 6/18/21

FY 20-21	17
FY 21-22 new	4
FY 21-22 PPT to FT	0
Abolished	-3
	<u>18</u>

Employee Benefits Summary

Description	FY21	FY22	FY21 Actual			
	Adopted Budget	Adopted	Rate	Est.	Rate	FY22 Budget
COLA	N	N	1.00%	\$ -		\$ -
Merit	N	N	1.00%	\$ -		\$ -
Bonus	N	N	\$125 net	\$ 84,810		\$ -
Health Insurance - State Health Plan (City Portion)	Y	Y		\$ 2,454,036		\$ 2,812,111
Group Term Life \$20,0000	Y	Y		\$ 16,333		\$ 18,202
Cell Phone Stipend	Y	Y		\$ 64,025		\$ 70,460
Wellness Program*	Y	Y	\$300/Yr	\$ 106,466	\$300 Yr	\$ 125,485
Social Security	Y	Y	7.65%	\$ 1,634,150	7.65%	\$ 1,805,712
LGERS Regular & Fire	Y	Y	10.21%	\$ 1,699,028	11.41%	\$ 2,017,981
LGERS LEO	Y	Y	10.84%	\$ 507,343	12.24%	\$ 641,947
401K City Contribution	Y	Y	4% & 5%	\$ 900,870	4% & 5%	\$ 975,931
Retiree Health Insurance	Y	Y		\$ 89,480		\$ 93,000
Unemployment Costs	Y	Y		\$ 5,386		\$ 7,898
Worker's Comp Costs	Y	Y		\$ 574,748		\$ 181,524
Total Benefits				\$ 8,136,675		\$ 8,750,251

LGERS Rate History

	<u>Non-LEO</u>	<u>Incr Over Prior</u>	<u>LEO</u>	<u>Incr Over Prior</u>
FY19	7.82%		8.50%	
FY20	9.02%	1.20%	9.70%	1.20%
FY21	10.21%	1.19%	10.84%	1.14%
FY22	11.41%	1.20%	12.04%	1.20%

The Retirement System has implemented rate increases to fund retirement for local government employees. We anticipate another rate increase in FY23 due to funding requirements from actuarial studies performed for the Retirement System. The cost for FY22 of the increase rate for Non-LEO is \$239,051 and for LEO is \$49,741 for a grand total of \$288,792.

State Health Plan Current & Proposed Rates

North Carolina State Health Plan Rates - Tobacco Attestation YES								
January-December 2021					January-December 2022 (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
	\$ 521.96	\$ 50.00	\$ 25.00			\$ 538.00	\$ 50.00	\$ 25.00
	\$ 521.96	\$ 305.00	\$ 218.00			\$ 538.00	\$ 314.37	\$ 224.70
	\$ 521.96	\$ 700.00	\$ 590.00			\$ 538.00	\$ 721.51	\$ 608.13
\$ 521.96	\$ 720.00	\$ 598.00	\$ 538.00		\$ 742.13	\$ 616.38		

North Carolina State Health Plan Rates - Tobacco Attestation NO										
January-December 2021					January-December 2022 (ESTIMATED)					
	Employer Monthly Cost	Employee Monthly Cost				Employer Monthly Cost	Employee Monthly Cost			
		80/20	70/30				80/20	70/30		
	Employee	\$ 521.96	\$ 110.00			\$ 85.00	Employee	\$ 538.00	\$ 110.00	\$ 85.00
	Emp/Child	\$ 521.96	\$ 365.00			\$ 278.00	Emp/Child	\$ 538.00	\$ 376.22	\$ 286.54
	Emp/Spouse	\$ 521.96	\$ 760.00			\$ 650.00	Emp/Spouse	\$ 538.00	\$ 783.36	\$ 669.97
Family	\$ 521.96	\$ 780.00	\$ 658.00		Family	\$ 538.00	\$ 803.97	\$ 678.22		

In preparing the budget, we have estimated an approximate 3% increase in health insurance premiums effective with the January, 2022 effective date. In FY21 we estimated approximately 2.5 % increase.

Personnel Summary

Department	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Authorized
Mayor & Council-Elected	7	7	7	7	7
City Manager	6	6	6	6	6
Human Resources	5	5	5	5	5
Community Relations	3	3	3	3	3
Paramount	2	2	2	2	2
Goldsboro Event Center	1	1	1	1	1
Inspections	8	8	8	7	7
Downtown Development Corporation	3	3	3	3	3
Information Technology	7	7	8	8	8.2
Public Works Administration	3	3	3	3	3
Garage	11	11	11	12	12
Building & Grounds	6	10	10	10	9
Cemetery	5	5	5	5	5
Finance	13	13	14	15	15
Planning	8	9	9	10	10
Street Maintenance	22	12.5	12.5	12.5	12.5
Solid Waste	34	34	35	35	35
Engineering	10	10	10	10	11
Fire	83	84	84	84	84
Police	121	121	121	121	121
Parks & Recreation	36.75	36.75	36.75	37	37
Golf Course	2.25	2.25	2.25	2	3
General Fund Total	390	386.5	389.5	391.5	392.7
Stormwater	4	10.5	10.5	11.5	11.9
Stormwater Fund Total	4	10.5	10.5	11.5	11.9
Meter & Utility Billing	0	0	0	6	6
Distributions & Collections	28	28	28	24	24.4
Water Treatment Plant	11	11	11	12	12
Water Reclamation Facility	19	20	20	20	20
Compost	5	5	5	5	5
Utility Fund Total	63	64	64	67	67.4
Travel & Tourism	2	3	3	3	3
Occupancy Tax Fund Total	2	3	3	3	3
Total Full-time	459	464	467	473	475
Total Elected Officials	7	7	7	7	7
Total Authorized	466	471	474	480	482
Total Permanent Part-time	2	1	1	17	17

MAYOR & COUNCIL - (11-1011)

Position	2017-18 Elected	2018-19 Elected	2019-20 Elected	2020-21 Elected	2021-22 Elected
Mayor	1	1	1	1	1
Council Members	6	6	6	6	6
Full-time	7	7	7	7	7

CITY MANAGER - (11-1012)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
City Manager		1	1	1	1	1
Assistant City Manager*	90	1	1	1	1	1
Assistant to the City Manager*	81	1	1	1	1	1
City Clerk	78	1	1	1	1	1
Public Information Officer	78	1	1	1	1	1
Deputy City Clerk*	74	1	1	1	1	1
Full-time		6	6	6	6	6
Part-time		0	0	0	0	0

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

HUMAN RESOURCES - (11-1016)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Human Resources Director	88	1	1	1	1	1
Senior Human Resources Consultant	80	0	1	1	1	1
Senior Human Resources Analyst	80	1	0	0	0	0
Safety Coordinator	78	1	1	1	1	1
Human Resources Consultant	78	0	1	1	1	1
Human Resources Representative	76	1	0	0	0	0
Human Resources Technician	73	1	1	1	1	1
Full-time		5	5	5	5	5
Permanent Part-time		0	0	0	0	0

COMMUNITY RELATIONS - (11-1017)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Community Relations Director*	85	1	1	1	1	1
Community Relations Specialist	76	1	1	1	1	1
Community Development & Relations Specialist	73	1	1	1	1	1
Administrative Assistant I	70	0	0	0	0	0
Full-time		3	3	3	3	3
Permanent Part-time		0	0	0	0	0

* Grade change per Evergreen Pay Study FY 20-21

PARAMOUNT - (11-1018)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Director of Paramount Theater and Goldsboro Event Center*	85	1	1	1	1	1
Theater Service Coordinator	75	1	1	1	1	1
Full-time		2	2	2	2	2
Permanent Part-time		0	0	0	3	3

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

GOLDSBORO EVENT CENTER - (11-1020)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Event Center Manager*	74	1	1	1	1	1
Full-time		1	1	1	1	1
Permanent Part-time		0	0	0	1	1

* Grade change per Evergreen Pay Study FY 20-21

INSPECTIONS - (11-1024)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Building Code Administrator*	85	1	1	1	1	1
Plans Examiner*	76	1	1	1	1	1
Master Building Inspector*	76	0	1	1	1	1
Building Inspector*	74	3	2	2	2	2
Administrative Assistant II	72	1	1	1	1	1
Minimum Housing Inspector**	71	1	1	1	0	0
Permit Technician	69	1	1	1	1	1
Full-time		8	8	8	7	7
Permanent Part-time		0	0	0	0	0

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

**Transferred to Planning effective 7/1/20

DOWNTOWN DEVELOPMENT - (11-1025)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Downtown Development Director	85	1	1	1	1	1
Business & Property Development Specialist	77	1	1	1	1	1
Marketing & Administrative Assistant	70	1	1	1	1	1
Full-time		3	3	3	3	3
Permanent Part-time		0	0	0	1	1

* Grade change per Evergreen Pay Study FY 20-21

INFORMATION TECHNOLOGY - (11-1030)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Information Technology Director	88	1	1	1	1	1
Assistant Information Technology Director*	85	0	1	1	1	1
Programmer Analyst*	84	0	1	1	1	1
Network Engineer*	82	1	1	1	1	1
Computer Systems Administrator II*	82	1	1	1	2	2
Computer Systems Administrator II (Cityworks)	82	0	0	0	0	0.2
Server/Database Administrator	80	1	0	0	0	0
Computer Systems Administrator I*	79	1	1	2	2	2
Web Developer/Computer Systems Administrator	78	1	0	0	0	0
Help Desk/Administrative Support Technician	73	1	1	1	0	0
Full-time		7	7	8	8	8.2
Permanent Part-time		0	0	0	0	0

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

PUBLIC WORKS-ADMINISTRATION - (11-1111)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
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
Full-time		3	3	3	3	3
Permanent Part-time		0	0	0	0	0

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

GARAGE - (11-1114)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Fleet Maintenance Superintendent*	82	1	1	1	1	1
Fleet Maintenance Supervisor	77	2	2	2	2	2
Senior Fleet Mechanic*/**	74	6	6	6	7	7
Welder*	73	1	1	1	1	1
Inventory Specialist*	71	1	1	1	1	1
Full-time		11	11	11	12	12
Permanent Part-time		0	0	0	0	0

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

**New FTE FY20-21

BUILDINGS & GROUNDS - (11-1133)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
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	0
Equipment Operator (Grounds Maintenance)*	70	0	2	2	2	2
Grounds Maintenance Technician*	68	0	2	2	2	2
Full-time		6	10	10	10	9
Permanent Part-time		0	0	0	0	0

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

Senior Sign Technician transferred to Engineering FY21-22

CEMETERY - (11-1142)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Cemetery Superintendent	80	1	1	1	1	1
Cemetery Supervisor*	73	1	1	1	1	1
Equipment Operator (Cemetery)*	70	1	1	1	1	1
Cemetery Maintenance Technician*	68	2	2	2	2	2
Full-time		5	5	5	5	5
Permanent Part-time		0	0	0	0	0

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

FINANCE - (11-2111)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Finance Director	88	1	1	1	1	1
Assistant Finance Director**	82	1	1	1	1	1
Accountant	79	0	0	1	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	1	1	1	1
Executive Assistant	75	0	1	1	1	1
Accounting Specialist	74	1	0	0	0	0
Administrative Assistant III	73	1	0	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	1	1
Full-time		13	13	14	15	15
Permanent Part-time		0	0	0	0	0

*New FTE FY20-21

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

PLANNING - (11-3151)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Planning Director*	84	1	1	1	1	1
Assistant Planning Director*	80	1	1	1	1	1
Code Enforcement Administrator	77	1	1	1	1	1
Planner I	76	0	1	1	1	1
Senior Planning Technician	76	1	1	1	0	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	3
Minimum Housing Inspector**	71	0	0	0	1	0
Administrative Assistant I	70	0	0	0	1	1
Full-time		8	9	9	10	10
Permanent Part-time		0	0	0	0	0

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

**Transferred from Inspections effective 7/1/20

Minimum Housing Inspector Reclassed to Environmental Codes Inspector

STREET MAINTENANCE - (11-4134)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Streets & Storms Superintendent*	82	1	0.5	0.5	0.5	0.5
Street Maintenance Supervisor	78	2	1	1	1	1
Street Maintenance Senior Heavy Equipment Operator	74	2	1	1	1	1
Street Maintenance/Mason Craftsman	72	1	1	1	0	0
Street Maintenance Heavy Equipment Operator*	72	4	1	1	2	2
Utility Maintenance Mechanic*	71	2	1	1	1	1
Street Maintenance Equipment Operator*	70	6	5	5	5	5
Street Maintenance Technician*	68	4	2	2	2	2
Full-time		22	12.5	12.5	12.5	12.5
Permanent Part-time		0	0	0	0	0

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

SOLID WASTE - (11-4143)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Solid Waste Superintendent*	82	1	1	1	1	1
Solid Waste Supervisor	76	1	1	1	1	1
Solid Waste Supervisor-Commercial Operations	76	1	1	1	1	1
Yard & Bulk Waste Supervisor	76	1	1	1	1	1
Solid Waste Senior Heavy Equipment Operator	74	0	3	4	3	4
Administrative Assistant III	73	1	1	1	1	1
Solid Waste Heavy Equipment Operator*	72	3	6	6	7	6
Solid Waste Equipment Operator*	70	15	9	9	9	9
Solid Waste Technician	66	11	11	11	11	11
Full-time		34	34	35	35	35
Permanent Part-time		0	0	0	0	0

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

ENGINEERING - (11-4172)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
City Engineer	88	1	1	1	1	1
Civil Engineer*	85	1	1	1	1	1
Assistant City Engineer	84	1	1	1	1	1
Professional Surveyor	81	0	0	0	0	1
Engineering Project Manager	80	0	0	0	1	1
Signal System Maintenance Supervisor	78	1	1	1	1	1
Engineering Technician	76	1	1	1	1	0
Signal System Maintenance Technician	75	1	1	1	1	1
Construction Inspector	75	2	2	2	1	1
GIS/GPS Analyst**	75	0	0	0	0	0
Survey Technician	73	1	1	1	1	1
Senior Sign Technician*	73	0	0	0	0	1
Property Technician	73	1	1	1	1	1
Full-time		10	10	10	10	11
Permanent Part-time		0	0	0	0	0

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

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

11-13-20 Reclassed Construction Inspector gr 75 to Engineering Project Manager gr 80

1-13-21 Grade change for Assistant Engineer

Senior Sign Technician transferred from Buildings & Grounds FY21-22

FIRE DEPARTMENT - (11-5120)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Fire Chief*	89	1	1	1	1	1
Deputy Fire Chief*	88	0	1	1	1	1
Assistant Fire Chief*	85	5	4	4	4	3
Battalion Chief*	81	0	1	1	2	3
Fire Marshall	80	1	0	0	0	0
Fire Captain	78	20	17	17	14	12
Fire Lieutenant	76	0	4	4	6	8
Executive Assistant	75	0	1	1	1	1
Fire Engineer	74	18	18	18	18	18
Administrative Assistant III	73	1	0	0	0	0
Fire Fighter	71	24	24	24	27	31
Senior Fire Fighter	71	12	12	12	9	5
Administrative Assistant *	68	1	1	1	1	1
Full-time		83	84	84	84	84
Permanent Part-time		0	0	0	0	0

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	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
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	11	11	11	11	11
Assistant Training Specialist	76	1	1	1	1	1
Narcotics Investigator (Corporal)	76	1	1	1	0	0
Police Corporal	76	12	12	12	11	11
Police Investigator	76	11	11	11	11	11
Executive Assistant	75	1	1	1	1	1
Administrative Assistant III	73	0	0	0	0	1
Administrative Assistant II	72	2	2	2	2	0
Crime Scene Specialist	72	0	0	0	2	2
Police Officer II	72	0	0	0	0	3
Police Officer	72	62	62	62	61	57
Animal Control Officer*	71	1	1	1	1	1
Crime Analyst*	71	1	1	1	1	1
Police Officer Trainee*	71	0	0	0	1	3
Police Equipment Maintenance Coordinator*	70	1	1	1	1	1
Police Records Technician II	70	0	0	0	0	1
Police Records Technician*	69	3	3	3	3	2
Senior Maintenance Technician*	69	1	1	1	1	1
Full-time		121	121	121	121	121
Permanent Part-time		0	0	0	1	1
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	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
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*	82	1	1	1	1	1
Recreation Superintendent-Adaptive*	82	1	1	1	1	1
Sports Turf Superintendent**	82	0	0	0	1	1
Golf Course Superintendent**	81	0.5	0.5	0.5	0	0
Special Populations Program Supervisor I	79	1	1	1	1	1
Marketing & Special Events Supervisor	77	0	1	1	1	1
Assistant Superintendent-Sports Turf*	75	1	1	1	1	1
Athletics Supervisor*	75	0	1	1	1	1
Custodian Crew Supervisor*	75	1	1	1	1	1
Park Maintenance Crew Supervisor*	75	2	2	2	2	2
Assistant Golf Course Director**	74	0.25	0.25	0.25	0	0
Administrative Assistant III	73	1	1	1	1	1
Golf and Sports Turf Mechanic	73	0	0	1	1	1
Multi-Sports Complex Manager*	73	1	1	1	1	1
Recreation Center Leader*	73	2	2	2	2	2
Administrative Assistant II	72	1	0	0	0	0
Heavy Equipment Operator*	72	1	1	1	1	1
Marketing, Special Events & Revenue Facilities Leader	72	1	0	0	0	0
Senior Park Technician*	71	4	4	4	4	4
Senior Recreation Center Assistant*	71	1	1	1	1	1
Marketing & Special Events Assistant*	70	1	1	1	1	1
Recreation Center Assistant*	70	2	2	2	2	2
Maintenance Technician	67	1	1	0	0	0

Park Technician*	67	7	7	7	7	7
Custodian*	64	3	3	3	3	3
Full-time		36.75	36.75	36.75	37	37
Permanent Part-time		2	1	1	6	6

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

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

GOLF COURSE - (11-7461)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Golf Director*	85	1	1	1	1	1
Golf Course Superintendent*/**	76	0.5	0.5	0.5	1	1
Assistant Golf Course Superintendent*/**	75	0.75	0.75	0.75	0	0
Assistant Golf Professional	74	0	0	0	0	0
Heavy Equipment Operator	71	0	0	0	0	0
Clubhouse Manager	70	0	0	0	0	1
Maintenance Technician	67	0	0	0	0	0
Full-time		2.25	2.25	2.25	2	3
Permanent Part-time		0	0	0	4	4

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

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

STORMWATER - (15-4137)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Streets & Storms Superintendent*	82	0	0.5	0.5	0.5	0.5
Computer Systems Administrator II (Cityworks)**	82	0	0	0	0	0.4
Stormwater Maintenance Supervisor	78	0	1	1	1	1
Stormwater Maintenance Senior Heavy Equipment Operator	74	0	1	1	1	1
Stormwater Maintenance Heavy Equipment Operator*	72	0	3	3	3	3
Stormwater Maintenance Equipment Operator*	70	4	4	4	4	4
Stormwater Maintenance Technician*	68	0	1	1	2	2
Full-time		4	10.5	10.5	11.5	11.9
Permanent Part-time		0	0	0	0	0

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

**New FTE FY21-22

BILLING & METER SERVICES- (61-4174)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Procurement Manager	81	0	0	0	1	1
Meter Readers (moved from Dist. & Coll)**	69	0	0	0	4	4
Warehouse Technician*	68	0	0	0	1	1
Full-time		0	0	0	6	6
Permanent Part-time		0	0	0	0	0

*New FTE FY20-21

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

DISTRIBUTIONS & COLLECTIONS - (61-4175)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Distribution & Collections System Superintendent*	83	1	1	1	1	1
Computer Systems Administrator II (Cityworks)**	82	0	0	0	0	0.4
Collections Supervisor	78	1	1	1	1	1
Distribution Supervisor	78	1	1	1	1	1
System Integrity 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	5	5
Utility Maintenance Mechanic*	71	7	7	7	8	8
Meter Reader~	68	6	6	6	0	0
Utility Maintenance Technician*	68	1	1	1	1	1
Full-time		28	28	28	24	24.4
Permanent Part-time		0	0	0	0	0

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

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

**New FTE FY21-22

WATER TREATMENT PLANT - (61-4176)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Plant Superintendent*	85	1	1	1	1	1
Laboratory Supervisor	80	1	1	1	1	1
Chief Treatment Plant Operator	78	1	1	1	1	1
Operator IV-WTP	74	5	3	3	2	2
Plant Maintenance Mechanic/Operator IV-WTP	74	1	1	1	1	0
Operator III-WTP	73	0	0	1	0	1
Operator II-WTP	72	1	1	0	1	1
Operator I-WTP**/**	70	0	2	2	4	4
Water Treatment Plant Specialist	68	1	1	1	1	1
Full-time		11	11	11	12	12
Permanent Part-time		0	0	0	1	1

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

**New FTE FY20-21

WATER RECLAMATION FACILITY - (61-4177)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Public Utilities Director	88	0	0	1	1	1
Plant Superintendent*	85	1	1	1	1	1
Deputy Public Works Director-Utilities	84	1	1	0	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	1
Operator IV-WRF	74	1	1	3	3	2
Pre-treatment Program Coordinator	74	1	1	1	1	1
Operator III-WRF	73	3	2	0	0	1
Maintenance Mechanic/Operator II-WRF	72	1	1	1	1	0
Operator II-WRF	72	0	0	0	2	0
Laboratory Technician	71	2	2	2	2	2
Operator I-WRF*	70	4	5	5	3	6
Biosolid Operator/Driver	69	0	1	1	1	1
Full-time		19	20	20	20	20
Permanent Part-time		0	0	0	0	0

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

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

* Reclassed to Operator I (12-1-20)

COMPOST - (61-4179)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
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
Full-time		5	5	5	5	5
Permanent Part-time		0	0	0	0	0

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

TRAVEL & TOURISM - (95-9077)

Position	Salary Range	2017-18 Authorized	2018-19 Authorized	2019-20 Authorized	2020-21 Authorized	2021-22 Recommended
Travel & Tourism Director*	85	1	1	1	1	1
Communications & Creative Services Manager*	73	0	1	1	1	1
Travel & Tourism Specialist*	71	1	1	1	1	1
Full-time		2	3	3	3	3
Permanent Part-time		0	0	0	0	0

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

General Fund Appropriated Fund Balance

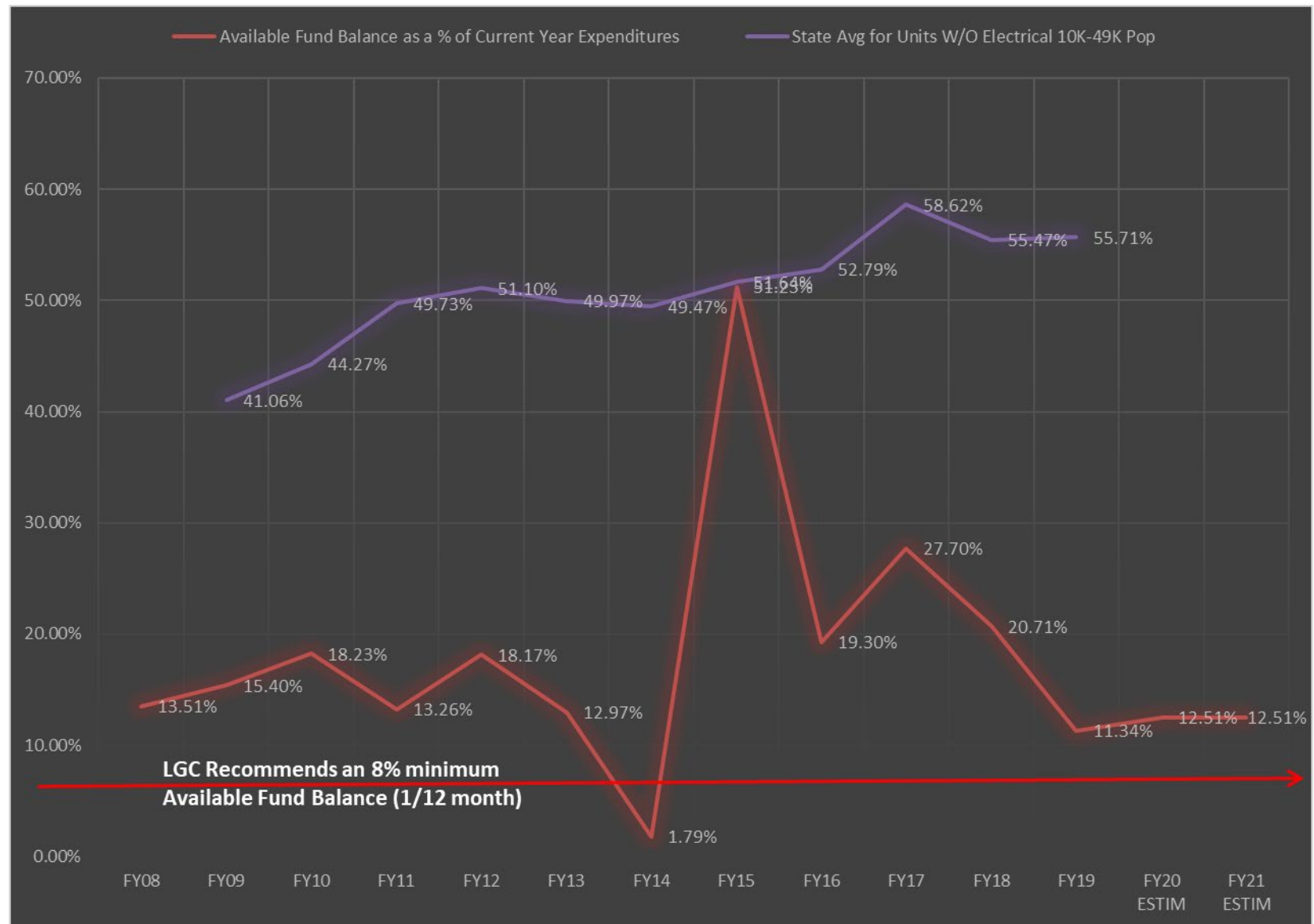
DESCRIPTION: The FY21-22 adopted budget plans no appropriation of fund balance for the General Fund. According to the North Carolina Local Government Commission, a local government entering a fiscal year with less than 8% available fund balance will not have sufficient resources to meet its obligations.

HISTORY: The following table shows the unassigned fund balance over the last ten (10) years and the projected fund balance for the fiscal year ending June 30, 2021. Due to revenue uncertainties caused by the COVID-19 pandemic we were very conservative in estimating sales tax and utility franchise tax revenue. The FY20 and FY21 borrowing for vehicles and rolling stock in the amount of \$1.6M will likely not occur until FY22, and will impact the fund balance. However, that is a timing difference only. For the new fiscal year, spending freezes on operating and capital will remain in effect until January, when we can then gauge the revenue inflow.

Fiscal Year	Available Fund	
	Balance as a % of Current Year Expenditures	State Avg for Units W/O Electrical 10K- 49K Pop
FY08	13.51%	
FY09	15.40%	41.06%
FY10	18.23%	44.27%
FY11	13.26%	49.73%
FY12	18.17%	51.10%
FY13	12.97%	49.97%
FY14	1.79%	49.47%
FY15	51.23%	51.64%
FY16	19.30%	52.79%
FY17	27.70%	58.62%
FY18	20.71%	55.47%
FY19	11.34%	55.71%
FY20 ESTIM	12.51%	
FY21 ESTIM	12.51%	

Red Indicates Estimated

Available Fund Balance General Fund FY08-FY19



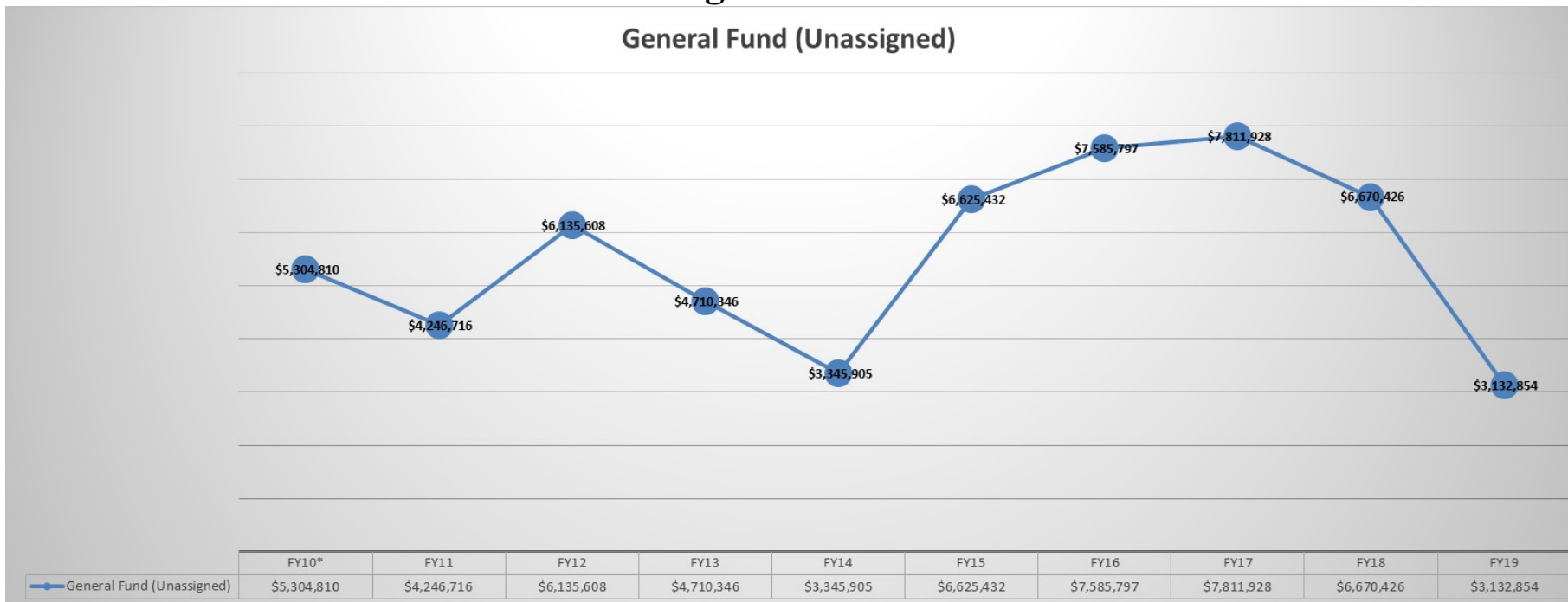
10 Year Fund Balance Comparison for General Fund

Appropriated Fund Balance Budget Vs. Actual

FY	Adopted Budget	Amended Budget	Amended Adopted Total	Amount Spent	Additions to Fund Balance	Closing Balance (Total Fund Balance)	Unassigned Fund Balance
2010	\$ 2,012,716	\$ 1,597,409	\$ 3,610,125	\$ 3,170,017	\$ -	\$ 10,489,896	\$ 5,304,810
2011	\$ 43,178	\$ 3,544,591	\$ 3,587,769	\$ 1,769,478	\$ -	\$ 8,672,958	\$ 4,246,716
2012	\$ -	\$ 3,045,024	\$ 3,045,024	\$ -	\$ 836,971	\$ 9,582,122	\$ 6,135,608
2013	\$ 67,869	\$ 3,040,644	\$ 3,108,513	\$ 1,462,200	\$ -	\$ 8,075,931	\$ 4,710,346
2014	\$ -	\$ 2,144,148	\$ 2,144,148	\$ -	\$ 57,049	\$ 8,256,062	\$ 3,345,905
2015	\$ -	\$ 2,998,700	\$ 2,998,700	\$ -	\$ 10,699,333	\$ 16,229,178	\$ 6,625,432
2016	\$ 2,446,596	\$ 643,439	\$ 3,090,035	\$ -	\$ 1,113,856	\$ 17,281,248	\$ 7,585,797
2017	\$ -	\$ 3,405,774	\$ 3,405,774	\$ -	\$ 2,642,212	\$ 13,646,593	\$ 7,811,928
2018	\$ -	\$ 1,602,898	\$ 1,602,898	\$ 973,354	\$ -	\$ 12,274,765	\$ 6,670,426
2019	\$ 2,357,951	\$ 2,476,938	\$ 4,834,889	\$ 2,587,907	\$ -	\$ 10,402,937	\$ 3,132,854
2020	\$ 636,863	\$ 2,857,755	\$ 3,494,618	TBD	TBD	TBD	TBD

Unassigned Fund Balance

General Fund (Unassigned)



EXPENDITURE SHEET Fiscal Year FY21-22									
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY20-21 Adopted V. FY21-22 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
8101	Current Tax Levy	\$ 14,745,932.01	\$ 14,948,030.00	\$ 14,948,030.00	\$ 14,897,682.00	\$ 14,939,403.00	-0.06%	\$ 15,628,913.00	4.56%
8102	Delinquent Taxes	\$ 240,017.57	\$ 275,000.00	\$ 275,000.00	\$ 238,102.00	\$ 240,000.00	-12.73%	\$ 240,000.00	-12.73%
8103	Current Vehicle Tax	\$ 1,500,586.76	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,566,034.00	\$ 1,500,000.00	0.00%	\$ 1,569,231.00	4.62%
8105	Delinquent Vehicle Tax	\$ 1,840.91	\$ 5,000.00	\$ 5,000.00	\$ 439.00	\$ 500.00	*	\$ 500.00	*
8106	Penalties & Interest	\$ 87,644.18	\$ 77,100.00	\$ 77,100.00	\$ 69,819.00	\$ 70,000.00	-9.21%	\$ 70,000.00	-9.21%
8107	Vehicle Tax/Leases/Rentals	\$ 69,810.19	\$ 54,100.00	\$ 54,100.00	\$ 70,959.00	\$ 70,000.00	29.39%	\$ 70,000.00	29.39%
8108	Vehicle Tag Fee	\$ 236,500.00	\$ 262,400.00	\$ 262,400.00	\$ 236,500.00	\$ 236,500.00	-9.87%	\$ 236,500.00	-9.87%
8383	Solid Waste Disposal Tax	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
8106A	Penalties & Interest-NCVTS	\$ 10,650.33	\$ 10,200.00	\$ 10,200.00	\$ 10,455.00	\$ 10,400.00	1.96%	\$ 10,400.00	1.96%
Total-Tax Revenues-0001		\$ 16,892,981.95	\$ 17,131,830.00	\$ 17,131,830.00	\$ 17,089,990.00	\$ 17,066,803.00	-0.38%	\$ 17,825,544.00	4.05%
8110	Privilege Licenses	\$ 3,405.00	\$ 2,500.00	\$ 2,500.00	\$ 2,704.00	\$ 2,700.00	*	\$ 2,700.00	*
8111	Penalties on Licenses	\$ -	\$ 75.00	\$ 75.00	\$ -	\$ -	*	\$ -	*
8113	Building Inspections & Permits	\$ 96,577.93	\$ 116,055.00	\$ 116,055.00	\$ 117,000.00	\$ 117,000.00	0.81%	\$ 117,000.00	0.81%
8114	Plumbing, Gas & Electrical Insp	\$ 80,664.59	\$ 78,970.00	\$ 78,970.00	\$ 84,900.00	\$ 80,000.00	1.30%	\$ 80,000.00	1.30%
8115	Peddlers Permits	\$ 140.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*
8116	Sign Permits	\$ 7,162.25	\$ 8,000.00	\$ 8,000.00	\$ 7,000.00	\$ 7,500.00	-6.25%	\$ 7,500.00	-6.25%
8117	Mechanical Permits	\$ 71,891.70	\$ 69,200.00	\$ 69,200.00	\$ 70,706.00	\$ 71,000.00	2.60%	\$ 71,000.00	2.60%
8119	Plan Review Fee	\$ 22,285.91	\$ 17,400.00	\$ 17,400.00	\$ 18,580.00	\$ 18,500.00	6.32%	\$ 18,500.00	6.32%
8121	Technology Surcharge	\$ 37,120.00	\$ 36,800.00	\$ 36,800.00	\$ 38,500.00	\$ 38,500.00	4.62%	\$ 38,500.00	4.62%
8125	Golf Cart Permit Fees (Police)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*
8239	Fire Inspections Permits	\$ 7,680.00	\$ 7,700.00	\$ 7,700.00	\$ 5,000.00	\$ 7,000.00	-9.09%	\$ 7,000.00	-9.09%
8249	Business Reg. Fee	\$ 36,112.08	\$ 38,600.00	\$ 38,600.00	\$ 35,366.00	\$ 36,000.00	-6.74%	\$ 36,000.00	-6.74%
Total-Licenses & Permits-0002		\$ 363,064.46	\$ 375,525.00	\$ 375,525.00	\$ 380,006.00	\$ 378,450.00	0.78%	\$ 378,450.00	0.78%
8130	Local Option Tax	\$ 9,301,152.33	\$ 9,813,576.00	\$ 9,813,576.00	\$ 9,810,855.00	\$ 9,997,261.00	1.87%	\$ 9,997,261.00	1.87%
8131	ABC Revenue	\$ 150,297.00	\$ 2,000.00	\$ 2,000.00	\$ 93,060.00	\$ 95,000.00	4650.00%	\$ 95,000.00	4650.00%
8132	Beer & Wine Taxes	\$ 144,670.45	\$ 146,300.00	\$ 146,300.00	\$ 148,287.00	\$ 149,770.00	2.37%	\$ 149,770.00	2.37%
8134	Utility Franchise Tax	\$ 2,658,959.27	\$ 2,903,873.44	\$ 2,903,873.44	\$ 2,612,551.00	\$ 2,871,676.00	-1.11%	\$ 2,871,676.00	-1.11%
8135	Powell Bill	\$ 909,162.67	\$ 909,163.00	\$ 909,163.00	\$ 868,302.59	\$ 830,800.00	-8.62%	\$ 830,800.00	-8.62%
8140	County Donation	\$ 4,000.00			\$ -	\$ -	*	\$ -	*
8149	NC Controlled Substance Tax	\$ 6,121.41	\$ 3,300.00	\$ 3,300.00	\$ 3,700.00	\$ 3,700.00	*	\$ 3,700.00	*
8150	Payment in Lieu of Taxes	\$ 101,152.56	\$ 101,700.00	\$ 101,700.00	\$ 107,754.00	\$ 108,000.00	6.19%	\$ 108,000.00	6.19%
8152	FEMA Reimbursement	\$ 280,709.70			\$ 185,514.00	\$ -	*	\$ -	*
8173	Transportation Planning Grant	\$ 303,192.00	\$ 258,622.00	\$ 258,622.00	\$ 124,971.00	\$ 289,372.00	11.89%	\$ 289,372.00	11.89%
8175	Cable TV	\$ 207,136.46	\$ 255,500.00	\$ 255,500.00	\$ 207,100.00	\$ 204,511.00	-19.96%	\$ 204,511.00	-19.96%

EXPENDITURE SHEET Fiscal Year FY21-22									
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY20-21 Adopted V. FY21-22 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
8200	Eastern Carolina Housing Grant	\$ 32,905.00	\$ 31,000.00	\$ 31,000.00	\$ 34,376.00	\$ 34,376.00	10.89%	\$ 34,376.00	10.89%
8208	GWTA Garage Reimbursement	\$ 222,122.16	\$ 168,335.65	\$ 168,335.65	\$ 154,300.00	\$ 154,000.00	-8.52%	\$ 154,000.00	-8.52%
8287	Wayne Co Sch Reimb Resource Officer	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00	0.00%	\$ 111,963.00	0.00%
8370	NCDOT Reimb. Signals	\$ -	\$ 129,600.00	\$ 129,600.00	\$ 227,850.00	\$ 183,000.00	41.20%	\$ 183,000.00	41.20%
8383	Solid Waste Disposal Tax	\$ 25,454.26	\$ 21,300.00	\$ 21,300.00	\$ 24,538.00	\$ 24,906.00	16.93%	\$ 24,906.00	16.93%
8580	Cherry Hospital-Fire Reimbursement	\$ 61,109.00	\$ 76,800.00	\$ 76,800.00	\$ 58,249.00	\$ 59,000.00	-23.18%	\$ 59,000.00	-23.18%
8706	GWTA Rental	\$ 69,353.96	\$ 64,000.00	\$ 64,000.00	\$ 64,020.00	\$ 64,020.00	0.03%	\$ 64,020.00	0.03%
8921	State Grants-NCDOT	\$ 98,134.82			\$ -	\$ -	*	\$ -	*
8922	State Grants-PEG Channel	\$ 27,352.60	\$ 27,400.00	\$ 27,400.00	\$ 26,316.00	\$ 26,400.00	-3.65%	\$ 26,400.00	-3.65%
8951	Federal Grants-Police		\$ -	\$ -	\$ 7,728.00	\$ 7,000.00	~	\$ 7,000.00	~
8980	Federal US Marshall OT Reimburse	\$ 17,455.79	\$ 11,500.00	\$ 11,500.00	\$ 17,000.00	\$ 17,000.00	47.83%	\$ 17,000.00	47.83%
53001	Federal Grants				\$ -	\$ -	*	\$ 1,664,500.00	~
Total-Revenue Other Agencies-0003		\$ 14,732,404.44	\$ 15,035,933.09	\$ 15,035,933.09	\$ 14,888,434.59	\$ 15,231,755.00	1.30%	\$ 16,896,255.00	12.37%
8156	Special Test Permits	\$ 9,039.00	\$ 13,200.00	\$ 13,200.00	\$ 10,000.00	\$ 10,000.00	-24.24%	\$ 10,000.00	-24.24%
8158	False Alarms	\$ 2,550.00	\$ 2,000.00	\$ 2,000.00	\$ 2,300.00	\$ 2,300.00	*	\$ 2,300.00	*
8174	General Fund-Miscellaneous Recv	\$ 89,507.46	\$ 132,100.00	\$ 132,100.00	\$ 80,000.00	\$ 110,000.00	-16.73%	\$ 110,000.00	-16.73%
8177	Tennis Instructions	\$ 320.00	\$ 1,000.00	\$ 1,000.00	\$ 1,055.00	\$ 1,000.00	*	\$ 1,000.00	*
8183	Insufficient Check Penalty		\$ 500.00	\$ 500.00	\$ 20.00	\$ 50.00	*	\$ 50.00	*
8245	Stormwater Management Fee	\$ 16,011.00	\$ 14,200.00	\$ 14,200.00	\$ 14,600.00	\$ 14,000.00	-1.41%	\$ 14,000.00	-1.41%
8247	Event Center Rentals	\$ -			\$ -	\$ -	*	\$ -	*
8251	Planning & Zoning Fees		\$ -	\$ -	\$ 52,000.00	\$ 52,000.00	~	\$ 52,000.00	~
8271	Refuse Service	\$ 3,296,450.33	\$ 3,296,900.00	\$ 3,296,900.00	\$ 3,338,192.00	\$ 3,300,000.00	0.09%	\$ 3,300,000.00	0.09%
8272	Cemetery Services	\$ 55,018.40	\$ 61,700.00	\$ 61,700.00	\$ 55,000.00	\$ 57,000.00	-7.62%	\$ 57,000.00	-7.62%
8274	Trash Penalties	\$ 315.00	\$ 600.00	\$ 600.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
8283	SJAFB Commercial Refuse Contract	\$ 267,006.35	\$ 276,700.00	\$ 276,700.00	\$ 267,006.00	\$ 293,707.00	6.15%	\$ 293,707.00	6.15%
8365	Basketball Entry Fee	\$ (80.00)			\$ -	\$ -	*	\$ -	*
8368	Sale Of Recyclable Materials	\$ 6,032.22	\$ 5,000.00	\$ 5,000.00	\$ 5,949.00	\$ 5,000.00	*	\$ 5,000.00	*
8371	Swimming Pools	\$ 16,223.63	\$ 10,000.00	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00	-20.00%	\$ 8,000.00	-20.00%
8379	Paramount Theater	\$ -			\$ -	\$ -	*	\$ -	*
8386	Food & Beverage Sales-Parks & Rec	\$ 261.36	\$ -	\$ -	\$ 9,000.00	\$ 9,000.00	~	\$ 9,000.00	~
8387	Merchandise Sales-Parks & Rec		\$ -	\$ -	\$ 2,800.00	\$ 3,000.00	*	\$ 3,000.00	*
8388	Golf-Tournament Revenue		\$ -	\$ -	\$ 2,220.00	\$ 2,000.00	*	\$ 2,000.00	*
8801	GEC-Building Rental	\$ 47,001.43	\$ 59,000.00	\$ 59,000.00	\$ 32,000.00	\$ 35,000.00	-40.68%	\$ 35,000.00	-40.68%
8802	GEC-Amenities Rentals/Sales	\$ 225.00	\$ -	\$ -	\$ 1,500.00	\$ 1,000.00	*	\$ 1,000.00	*

EXPENDITURE SHEET Fiscal Year FY21-22									
Fund:		11-General Fund							
Dept #:	Revenues	Dept. Head Catherine Gwynn							
Division:		~ = Division by Zero							
		* = Change < \$5,000							
		Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY20-21 Adopted V. FY21-22 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
8803	GEC-Income from Deposits Retained	\$ 1,061.50	\$ -	\$ -	\$ 700.00	\$ 500.00	*	\$ 500.00	*
8821	GEC-Food & Beverage Sales	\$ 30.38	\$ 1,000.00	\$ 1,000.00	\$ 1,700.00	\$ 2,000.00	*	\$ 2,000.00	*
8822	GEC-Alcohol Sales	\$ 1,765.27	\$ 4,000.00	\$ 4,000.00	\$ 2,015.00	\$ 2,400.00	*	\$ 2,400.00	*
8840	PARAMOUNT-PPAS Ticket Sales	\$ 109,739.29	\$ 126,948.00	\$ 126,948.00	\$ 10,000.00	\$ 75,000.00	-40.92%	\$ 75,000.00	-40.92%
8841	PARAMOUNT-Rental Ticket Sales	\$ 170,891.61	\$ 83,579.00	\$ 83,579.00	\$ 55,000.00	\$ 75,000.00	-10.26%	\$ 75,000.00	-10.26%
8842	PARAMOUNT-Ticket Sale Fee	\$ 6,808.27	\$ 6,000.00	\$ 6,000.00	\$ 6,200.00	\$ 6,200.00	3.33%	\$ 6,200.00	3.33%
8843	PARAMOUNT-Comp Ticket Fee	\$ 42.50	\$ 100.00	\$ 100.00	\$ -	\$ -	*	\$ -	*
8844	PARAMOUNT-Setup Fee	\$ 200.00	\$ 200.00	\$ 200.00	\$ 150.00	\$ 200.00	*	\$ 200.00	*
8845	PARAMOUNT-Box Office Hours	\$ 175.00	\$ 200.00	\$ 200.00	\$ 225.00	\$ 250.00	*	\$ 250.00	*
8861	PARAMOUNT-Food & Beverage Sales	\$ 1,234.79	\$ 8,060.00	\$ 8,060.00	\$ -	\$ 1,000.00	*	\$ 1,000.00	*
8862	PARAMOUNT-Alcohol Sales	\$ 157.09	\$ 9,000.00	\$ 9,000.00	\$ 1,000.00	\$ 1,000.00	*	\$ 1,000.00	*
8864	PARAMOUNT-Building Rental	\$ (125.00)	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	~	\$ 15,000.00	~
8940	Golf Course Pro Shop Consignment	\$ 414.85	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	*	\$ -	*
8952	Golf Course Cart Fees	\$ 239,652.36	\$ 214,885.00	\$ 214,885.00	\$ 218,000.00	\$ 218,000.00	1.45%	\$ 218,000.00	1.45%
8955	Golf Course Concessions	\$ 42,757.72	\$ 37,607.00	\$ 37,607.00	\$ 36,624.00	\$ 37,000.00	-1.61%	\$ 37,000.00	-1.61%
8956	Golf Course Green Fees	\$ 128,768.75	\$ 108,721.00	\$ 108,721.00	\$ 139,010.00	\$ 137,000.00	26.01%	\$ 137,000.00	26.01%
8957	Golf Course Membership Dues	\$ 105,538.02	\$ 111,726.00	\$ 111,726.00	\$ 99,443.00	\$ 100,000.00	-10.50%	\$ 100,000.00	-10.50%
8958	Driving Range Fees	\$ 20,987.00	\$ 18,267.00	\$ 18,267.00	\$ 21,297.00	\$ 21,000.00	14.96%	\$ 21,000.00	14.96%
8959	Pro Shop Sales	\$ 21,532.37	\$ 17,788.00	\$ 17,788.00	\$ 32,435.00	\$ 32,000.00	79.90%	\$ 32,000.00	79.90%
8960	Golf Lessons	\$ 35.00	\$ 100.00	\$ 100.00	\$ 1,500.00	\$ 1,500.00	*	\$ 1,500.00	*
8961	Facility Rental Fees	\$ 15,402.50	\$ 20,400.00	\$ 20,400.00	\$ 13,000.00	\$ 13,000.00	-36.27%	\$ 13,000.00	-36.27%
8962	Park Rental Fees	\$ 14,188.26	\$ 15,800.00	\$ 15,800.00	\$ 8,000.00	\$ 8,000.00	-49.37%	\$ 8,000.00	-49.37%
8963	Youth Program Fees	\$ 80,525.70	\$ 89,500.00	\$ 89,500.00	\$ 35,000.00	\$ 35,000.00	-60.89%	\$ 35,000.00	-60.89%
8964	Adult Program Fees	\$ 12,349.35	\$ 13,500.00	\$ 13,500.00	\$ 8,000.00	\$ 8,000.00	-40.74%	\$ 8,000.00	-40.74%
8965	Special Event Fees	\$ 19,370.65	\$ 21,300.00	\$ 21,300.00	\$ 1,000.00	\$ 1,000.00	*	\$ 1,000.00	*
8271A	Recycling Surcharge		\$ 168,000.00	\$ 168,000.00	\$ 112,320.00	\$ 112,320.00	-33.14%	\$ 112,320.00	-33.14%
Total-Charges for Services-0004		\$ 4,799,384.41	\$ 4,969,581.00	\$ 4,969,581.00	\$ 4,699,561.00	\$ 4,805,727.00	-3.30%	\$ 4,805,727.00	-3.30%
8180	Investment Interest	\$ 88,653.11	\$ 84,000.00	\$ 84,000.00	\$ 12,000.00	\$ 15,000.00	-82.14%	\$ 15,000.00	-82.14%
8184	Sale of Property	\$ 792.50			\$ -	\$ -	*	\$ -	*
8267	Loan Proceeds	\$ 105,000.00	\$ 360,000.00	\$ 360,000.00	\$ 1,382,000.00	\$ -	*	\$ 1,865,065.00	418.07%
8270	Loan Proceeds Installment Financing		\$ 832,830.00	\$ 832,830.00	\$ -	\$ -	*	\$ -	*
8282	Street Assessment Interest	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ -	*	\$ -	*
8299	Gain/(Loss) on Investments	\$ (3,164.13)			\$ -	\$ -	*	\$ -	*
8581	Equipment Sales	\$ 57,843.30	\$ 75,000.00	\$ 75,000.00	\$ 51,641.00	\$ 142,869.00	90.49%	\$ 142,869.00	90.49%

EXPENDITURE SHEET		Fiscal Year FY21-22							
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY20-21 Adopted V. FY21-22 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
8582	Sale of Land	\$ 7,294.85	\$ 10,000.00	\$ 10,000.00	\$ 64,955.00	\$ -	*	\$ -	*
8981	Land Lease Income (Farms)	\$ 774.00	\$ -	\$ -	\$ 45,193.00	\$ 23,062.00	~	\$ 23,062.00	~
	Total-Capital Returns-0005	\$ 257,193.63	\$ 1,361,930.00	\$ 1,361,930.00	\$ 1,555,789.00	\$ 180,931.00	-86.72%	\$ 2,045,996.00	50.23%
8153	Insurance Proceeds	\$ 89,208.27	\$ -	\$ -	\$ 49,100.00	\$ -	*	\$ -	*
8160	General Fund Donation	\$ 30.00			\$ 30.00	\$ -	*	\$ -	*
8186	Housing Authority Grant	\$ 9,521.44			\$ -	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue	\$ 120,751.06	\$ 475,000.00	\$ 475,000.00	\$ 10,000.00	\$ 25,000.00	-94.74%	\$ 47,327.00	-90.04%
8192	Officers Fees	\$ 14,931.49	\$ 14,000.00	\$ 14,000.00	\$ 11,000.00	\$ 11,000.00	-21.43%	\$ 11,000.00	-21.43%
8293	Parking Tickets	\$ 1,695.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	*	\$ 1,500.00	*
8298	Local Grants	\$ 6,000.00			\$ -	\$ -	*	\$ 20,000.00	~
8593	Vending Machine Commission (Pepsi)	\$ 319.65	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	*	\$ 1,800.00	*
8595	Vending Machines Income	\$ 1,038.00	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	*	\$ 1,500.00	*
	Total-Miscellaneous Revenues-0006	\$ 243,494.91	\$ 490,500.00	\$ 490,500.00	\$ 74,930.00	\$ 40,800.00	-91.68%	\$ 83,127.00	-83.05%
58101	Shared Services - Utility (61)	\$ 2,869,532.00	\$ 108,852.00	\$ 108,852.00	\$ 2,938,105.00	\$ 3,097,595.00	2745.69%	\$ 3,097,595.00	2745.69%
58102	Shared Services - Stormwater (15)	\$ 45,000.00	\$ 2,938,105.00	\$ 2,938,105.00	\$ 108,852.00	\$ 110,245.00	-96.25%	\$ 110,245.00	-96.25%
	Total-Shared Services-0007	\$ 2,914,532.00	\$ 3,046,957.00	\$ 3,046,957.00	\$ 3,046,957.00	\$ 3,207,840.00	5.28%	\$ 3,207,840.00	5.28%
8583	Fund Balance Withdrawal	\$ -	\$ 12,964.00	\$ 450,660.11	\$ -	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ 12,964.00	\$ 450,660.11	\$ -	\$ -	*	\$ -	*
	Total Revenues	\$ 40,203,055.80	\$ 42,425,220.09	\$ 42,862,916.20	\$ 41,735,667.59	\$ 40,912,306.00	-3.57%	\$ 45,242,939.00	6.64%

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
8101	Current Tax Levy	Tax	3 Cent Tax Increase included in Mgr's Recomm per CM. PER PROPERTY TAX WORKSHEETS. ASSESSED VALUE DATA REC'D FROM PROPERTY TAX COLLECTOR.	\$ 14,897,682.00	\$ 14,939,403.00	\$ 15,628,913.00	\$ 15,628,913.00
8102	Delinquent Taxes	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 238,102.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00
8103	Current Vehicle Tax	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 1,566,034.00	\$ 1,500,000.00	\$ 1,569,231.00	\$ 1,569,231.00
8105	Delinquent Vehicle Tax	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 439.00	\$ 500.00	\$ 500.00	\$ 500.00
8106	Penalties & Interest	Tax	PER PROPERTY TAX WORKSHEETS. ESTIMATED BASED ON HISTORICAL TREND	\$ 69,819.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
8107	Vehicle Tax/Leases/Rentals	Tax	Trend for past 10 years is approximately \$58,895 average. (Desktop Tools xlsx)	\$ 70,959.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
8108	Vehicle Tag Fee	Tax	\$10/VEHICLE @ 27,000 VEHICLES; Based on prior year actual collections @23,650 vehicles	\$ 236,500.00	\$ 236,500.00	\$ 236,500.00	\$ 236,500.00
8383	Solid Waste Disposal Tax		Moved to Orgn 0003	\$ -	\$ -	\$ -	\$ -
8106A	Penalties & Interest-NCVTS		Trend for past 2 years is approximately \$10,455 average. (Sheet-Desktop Tools xlsx)	\$ 10,455.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00
Total-Tax Revenues-0001				\$ 17,089,990.00	\$ 17,066,803.00	\$ 17,825,544.00	\$ 17,825,544.00
8110	Privilege Licenses	Insp	Trend for past 5 years is approximately \$2,704 average. (Sheet-Sheet-Desktop Tools xlsx) Law changed eliminating most privilege licenses except ABC so can't use data prior to 2016.	\$ 2,704.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
8111	Penalties on Licenses	Insp	Trend for past 3 years is approximately \$36 average. Law changed eliminating most privilege licenses except ABC so can't use data prior to 2016.	\$ -	\$ -	\$ -	\$ -
8113	Building Inspections & Permits	Insp	Trend for past 10 years is approximately \$117,592 average. (Sheet-Desktop Tools xlsx)	\$ 117,000.00	\$ 117,000.00	\$ 117,000.00	\$ 117,000.00
8114	Plumbing, Gas & Electrical Insp	Insp	Trend for past 10 years is approximately \$94,433 average but trending down in the past 4 years(Sheet-Desktop Tools xlsx)	\$ 84,900.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
8115	Peddlers Permits	Insp	Trend for past 10 years is approximately \$629 average but trending down in the past 5 years(Sheet-Desktop Tools xlsx)	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
8116	Sign Permits	Insp	Trend for past 10 years is approximately \$8936 average but trending down in the past 5 years(Sheet-Desktop Tools xlsx)	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
8117	Mechanical Permits	Insp	Trend for past 10 years is approximately \$70,706 average. (Sheet-Desktop Tools.xlsx)	\$ 70,706.00	\$ 71,000.00	\$ 71,000.00	\$ 71,000.00
8119	Plan Review Fee	Insp	Trend for past 10 years is approximately \$21,455 average, and 5 year average approximately \$18,588 but (Sheet-Desktop Tools.xlsx)	\$ 18,580.00	\$ 18,500.00	\$ 18,500.00	\$ 18,500.00
8121	Technology Surcharge	Insp	Trend for past 10 years is approximately \$41,926 average, and 5 year average approximately \$38,495. (Sheet-Desktop Tools.xlsx)	\$ 38,500.00	\$ 38,500.00	\$ 38,500.00	\$ 38,500.00
8125	Golf Cart Permit Fees (Police)	PD	Trend for past 1 year is approximately \$25. (Sheet-Desktop Tools.xlsx)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
8239	Fire Inspections Permits	Fire	Trend for past 10 years is approximately \$8,263 average. (Sheet-Desktop Tools.xlsx)	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
8249	Business Reg. Fee	Insp	Fee implemented when privilege license (except for alcohol was eliminated). Trend for past 4 years is \$35,366. (Sheet-Desktop Tools.xlsx)	\$ 35,366.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00
Total-Licenses & Permits-0002				\$ 380,006.00	\$ 378,450.00	\$ 378,450.00	\$ 378,450.00
8130	Local Option Tax	State	Sales & Use Taxes 10.4% FY21 estimated Jun 30 over FY20; FY22 Budget 1.3% increase over FY21	\$ 9,810,855.00	\$ 9,997,261.00	\$ 9,997,261.00	\$ 9,997,261.00
8131	ABC Revenue	Co	Wayne Co ABC Board - staff spoke to ABC Board and told because they are doing construction the distributions are lower. Trend for past 10 years \$204,316, and for 5 years \$166,324. (Sheet-Desktop Tools.xlsx)	\$ 93,060.00	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00
8132	Beer & Wine Taxes	State	Alcoholic Beverages Tax shared revenue. Trend for 10 years is \$155,135 and 5 years \$150,592. Per NCLM memo 2.5% growth in FY21 estimated year end, and 1.0% growth in FY22 budget. (Sheet-Desktop Tools.xlsx)	\$ 148,287.00	\$ 149,770.00	\$ 149,770.00	\$ 149,770.00
8134	Utility Franchise Tax	State	Combined Electricity Sales Tax, Local Video Programming Tax (minus PEG), Telecommunications Sales Tax, & Piped Natural Gas Sales Tax. FY21 estimated to be lower than budgeted. FY22 estimate 8% growth from FY21 estimated actual.	\$ 2,612,551.00	\$ 2,871,676.00	\$ 2,871,676.00	\$ 2,871,676.00
8135	Powell Bill	State	Forecase Powell Bill Revenue.xlsx sheet. 162.61 miles @ \$1,458.01 and population 33,969 @ \$17.48/mile	\$ 868,302.59	\$ 830,800.00	\$ 830,800.00	\$ 830,800.00
8140	County Donation	Co	County sponsorship of Special Olympics event(s) Fall and Spring.	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
8149	NC Controlled Substance Tax	State	North Carolina Unauthorized Substance Tax program G.S. 105-113.113. 5 year trend \$5,706 (Sheet-Desktop Tools.xlsx)	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00
8150	Payment in Lieu of Taxes		Trend for past 10 years is approximately \$118,049 average. (Sheet-Desktop Tools.xlsx. This is Goldsboro Housing Authority and Eastern Carolina Housing Authority. I have no agreements for either.	\$ 107,754.00	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00
8152	FEMA Reimbursement	Fed	FY21 - reimbursement Hurricane Matthew Golf bunkers & cemetery and Cat B Emergency response	\$ 185,514.00	\$ -	\$ -	\$ -
8173	Transportation Planning Grant	NCDOT	As per 11-3151-9934 request from Planning Dept., Jennifer Collins Dept. Head.	\$ 124,971.00	\$ 289,372.00	\$ 289,372.00	\$ 289,372.00
8175	Cable TV	State	Trend for past 10 years is approximately \$267,127 average, but FY20 down significantly. (Sheet-Desktop Tools.xlsx) Estimated 0% FY21 estimated year end, and -1.25% decline per NCLM Memo.	\$ 207,100.00	\$ 204,511.00	\$ 204,511.0000	\$ 204,511.0000
8200	Eastern Carolina Housing Grant		Reimbursement for for Police Officer per agreement. We are limited to the amount per month.	\$ 34,376.00	\$ 34,376.00	\$ 34,376.00	\$ 34,376.00
8208	GWTA Garage Reimbursement	GWTA	GWTA - reimbursement for fuel, IT Services, Spectrum internet billing. Trend past 5 years \$168,658. (Sheet-Desktop Tools.xlsx)	\$ 154,300.00	\$ 154,000.00	\$ 154,000.00	\$ 154,000.00
8287	Wayne Co Sch Reimb Resource Officer	WCPS	Trend for past 5 years is approximately \$107,578 average. Amount is fixed by the state.	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00	\$ 111,963.00
8370	NCDOT Reimb. Signals	NCDOT	Trend for past 5 years is approximately \$182,877 average. (Sheet-Desktop Tools.xlsx)	\$ 227,850.00	\$ 183,000.00	\$ 183,000.00	\$ 183,000.00
8383	Solid Waste Disposal Tax	State	State distributed revenue per capita basis. NCLM memo decline (3.6%) FY21 estimated and 1.5% increase for FY22 budget.	\$ 24,538.00	\$ 24,906.00	\$ 24,906.00	\$ 24,906.00
8580	Cherry Hospital-Fire Reimbursement		Local fire protection services for state-owned buildings, amount set by Commissioner of Insurance	\$ 58,249.00	\$ 59,000.00	\$ 59,000.00	\$ 59,000.00
8706	GWTA Rental	GWTA	(Sheet-Desktop Tools.xlsx) For the rental of the building that the City owns to GWTA. Urban \$3,038.00 + Rural \$2,296.92=\$5,334.92/month	\$ 64,020.00	\$ 64,020.00	\$ 64,020.00	\$ 64,020.00
8921	State Grants-NCDOT	NCDOT	Prior years this was for Union Station project with NCDOT.	\$ -	\$ -	\$ -	\$ -
8922	State Grants-PEG Channel	State	Supplemental PEG channel support for cities that qualify. Per NCLM memo this is not expected to change materially in FY22. Amounts are paid over to Wayne County Public Schools who operate the PEG channel.	\$ 26,316.00	\$ 26,400.00	\$ 26,400.00	\$ 26,400.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
8951	Federal Grants-Police	Fed	Federal ballistic vest grant program reimbursement	\$ 7,728.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
8980	Federal US Marshall OT Reimburse	Fed	Federal Marshall overtime reimbursement for police.	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
53001	Federal Grants	Fed	American Rescue Plan - Revenue Replacement per CM			\$ 1,664,500.00	\$ 1,664,500.00
Total-Revenue Other Agencies-0003				\$ 14,888,434.59	\$ 15,231,755.00	\$ 16,896,255.00	\$ 16,896,255.00
8156	Special Test Permits		10 Year Trend has been \$11,775 (Sheet-Desktop Tools.xlsx)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
8158	False Alarms	FD	5 Year Trend has been \$2,775 (Sheet-Desktop Tools.xlsx)	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
8174	General Fund-Miscellaneous Recv	GWTA	5 Year Trend has been \$118,735 (Sheet-Desktop Tools.xlsx)	\$ 80,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
8177	Tennis Instructions	PR	5 Year Trend has been \$716 (Sheet-Desktop Tools.xlsx)	\$ 1,055.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8183	Insufficient Check Penalty	N/A	5 Year Trend has been \$64 (Sheet-Desktop Tools.xlsx)	\$ 20.00	\$ 50.00	\$ 50.00	\$ 50.00
8245	Stormwater Management Fee	ENG	Managed by Engineering. 10 Year Trend has been \$14,599. (Sheet-Desktop Tools.xlsx)	\$ 14,600.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
8247	Event Center Rentals	ENG	Moved to 8801-8822	\$ -	\$ -	\$ -	\$ -
8251	Planning & Zoning Fees	PLN	New for FY21 planning & zoning fees coded separately in Energov/QS1	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00
8271	Refuse Service	GAR	10 Year Trend has been \$3,212,517 (Sheet-Desktop Tools.xlsx)	\$ 3,338,192.00	\$ 3,300,000.00	\$ 3,300,000.00	\$ 3,300,000.00
8272	Cemetery Services	CEM	5 Year Trend has been \$54,969 (Sheet-Desktop Tools.xlsx)	\$ 55,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00
8274	Trash Penalties	GAR	5 Year Trend has been \$547 (Sheet-Desktop Tools.xlsx)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
8283	SJAFB Commercial Refuse Contract	GAR	New 10 Year service contract entered in FY2019. No trend information. Use same as budgeted estimate for Jun 30. Include 10% increase for FY22.	\$ 267,006.00	\$ 293,707.00	\$ 293,707.00	\$ 293,707.00
8365	Basketball Entry Fee	PR	FY20 \$-0-, Data FY11-FY13 (Sheet-Desktop Tools.xlsx)	\$ -	\$ -	\$ -	\$ -
8368	Sale Of Recyclable Materials	GAR	Very sporadic. 2 Year Trend has been \$5,990 (Sheet-Desktop Tools.xlsx)	\$ 5,949.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
8371	Swimming Pools	PR	5 Year Trend has been \$17,152. Affected by COVID in FY20 and FY21 (Sheet-Desktop Tools.xlsx)	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
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.	\$ -	\$ -	\$ -	\$ -
8386	Food & Beverage Sales-Parks & Rec	PR	2 Year Trend has been \$4,221 (Sheet-Desktop Tools.xlsx)	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
8387	Merchandise Sales-Parks & Rec	PR	New for FY21, no trend info. (Sheet-Desktop Tools.xlsx)	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
8388	Golf-Tournament Revenue	GLF	New for FY21, no trend info. (Sheet-Desktop Tools.xlsx)	\$ 2,220.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
8801	GEC-Building Rental	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$36,603. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 32,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
8802	GEC-Amenities Rentals/Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$36,603. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8803	GEC-Income from Deposits Retained	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$878. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 700.00	\$ 500.00	\$ 500.00	\$ 500.00
8821	GEC-Food & Beverage Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$864. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 1,700.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
8822	GEC-Alcohol Sales	GEC	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$1,890. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 2,015.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
8840	PARAMOUNT-PPAS Ticket Sales	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$58,294. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 10,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
8841	PARAMOUNT-Rental Ticket Sales	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$111,297. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 55,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
8842	PARAMOUNT-Ticket Sale Fee	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$6,254. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00
8843	PARAMOUNT-Comp Ticket Fee	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$21. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Revenues - Revenues					
Division:		~ - Revenues					

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
8844	PARAMOUNT-Setup Fee	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$150. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00
8845	PARAMOUNT-Box Office Hours	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$200. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 225.00	\$ 250.00	\$ 250.00	\$ 250.00
8861	PARAMOUNT-Food & Beverage Sales	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$617. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8862	PARAMOUNT-Alcohol Sales	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$355. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8864	PARAMOUNT-Building Rental	PAR	New Account setup for GEC to split out various revenue types for the GEC. Old account #8247. 2 Year Trend has been \$7,036. Affected by Covid 19 in FY20 and FY21. (Sheet-Desktop Tools.xlsx)	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
8940	Golf Course Pro Shop Consignment	GLF	Per Felicia this is not being used anymore. Last use was in FY20.	\$ -	\$ -	\$ -	\$ -
8952	Golf Course Cart Fees	GLF	10 Year Trend has been \$218,020.. Current YTD \$196,964 (Sheet-Desktop Tools.xlsx)	\$ 218,000.00	\$ 218,000.00	\$ 218,000.00	\$ 218,000.00
8955	Golf Course Concessions	GLF	5 Year Trend has been \$45,674.. Current YTD \$28,624. (Sheet-Desktop Tools.xlsx)	\$ 36,624.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00
8956	Golf Course Green Fees	GLF	5 Year Trend has been \$106,115.. Current YTD \$109,010. (Sheet-Desktop Tools.xlsx)	\$ 139,010.00	\$ 137,000.00	\$ 137,000.00	\$ 137,000.00
8957	Golf Course Membership Dues	GLF	5 Year Trend has been \$108,623. Current YTD \$92,443 (Sheet-Desktop Tools.xlsx)	\$ 99,443.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
8958	Driving Range Fees	GLF	5 Year Trend has been \$18,651. Current YTD \$17,297 (Sheet-Desktop Tools.xlsx)	\$ 21,297.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
8959	Pro Shop Sales	GLF	5 Year Trend has been \$27,846. Current YTD \$27,435(Sheet-Desktop Tools.xlsx)	\$ 32,435.00	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00
8960	Golf Lessons	GLF	5 Year Trend has been \$1,868. Current YTD \$1,250 (Sheet-Desktop Tools.xlsx)	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
8961 Facility Rental Fees	PR	5 Year Trend has been \$24,893. Current YTD \$10,332. Covid-19 impact for FY20, FY21 FY22. (Sheet-Desktop Tools xlsx)	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
8962 Park Rental Fees	PR	5 Year Trend has been \$9,592. Current YTD \$6,920. Covid-19 impact for FY20, FY21 FY22. (Sheet-Desktop Tools xlsx)	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
8963 Youth Program Fees	PR	5 Year Trend has been \$69,681. Current YTD \$28,865. Covid-19 impact for FY20, FY21 FY22. (Sheet-Desktop Tools xlsx)	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
8964 Adult Program Fees	PR	5 Year Trend has been \$21,368. Current YTD \$5,791. Covid-19 impact for FY20, FY21 FY22. (Sheet-Desktop Tools xlsx)	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
8965 Special Event Fees		5 Year Trend has been \$13,205. Current YTD \$494. Covid-19 impact for FY20, FY21 FY22. (Sheet-Desktop Tools xlsx)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8271A Recycling Surcharge	PR	New fee proposed to offset landfill and recycling charges. \$1 per customer per month.	\$ 112,320.00	\$ 112,320.00	\$ 112,320.00	\$ 112,320.00
Total-Charges for Services-0004			\$ 4,699,561.00	\$ 4,805,727.00	\$ 4,805,727.00	\$ 4,805,727.00
8180 Investment Interest		Per projection Quarterly Interest Income Allocation	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
8184 Sale of Property		No cemetery lots to sell.	\$ -	\$ -	\$ -	\$ -
8267 Loan Proceeds		Possible loan closing for FY20 and FY21 capital	\$ 1,382,000.00		\$ 1,865,065.00	\$ 1,865,065.00
8270 Loan Proceeds Installment Financing		\$-0- for FY20 and FY21. All new debt or leases will be accounted for in 8267.	\$ -	\$ -	\$ -	\$ -
8282 Street Assessment Interest		None collected in FY20 or FY21.	\$ -	\$ -	\$ -	\$ -
8299 Gain/(Loss) on Investments		Net with investment interest #8180	\$ -	\$ -	\$ -	\$ -
8581 Equipment Sales		General Fund equipment and other personal property sold on GovDeals. Per Department Head Request - Estimated Auction Proceeds \$142,869 GF	\$ 51,641.00	\$ 142,869.00	\$ 142,869.00	\$ 142,869.00
8582 Sale of Land		No anticipated surplus land sales. Will amend budget with proceeds as needed.	\$ 64,955.00	\$ -	\$ -	\$ -
8981 Land Lease Income (Farms)		Farm and timber leases (8)	\$ 45,193.00	\$ 23,062.00	\$ 23,062.00	\$ 23,062.00
Total-Capital Returns-0005			\$ 1,555,789.00	\$ 180,931.00	\$ 2,045,996.00	\$ 2,045,996.00
8153 Insurance Proceeds		Appropriated when expenditures are incurred.	\$ 49,100.00	\$ -	\$ -	\$ -
8160 General Fund Donation		Miscellaneous Citizen Donation	\$ 30.00	\$ -	\$ -	\$ -
8186 Housing Authority Grant		Moved to Orgn 0003	\$ -	\$ -	\$ -	\$ -
8190 Other Miscellaneous Revenue		Requested analysis by Terrie.	\$ 10,000.00	\$ 25,000.00	\$ 47,327.00	\$ 45,227.00
8192 Officers Fees		5 Year Trend has been \$16,221. Current YTD \$9,963. (Sheet-Desktop Tools xlsx)	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
8293 Parking Tickets		4 Year Trend has been \$2,795. Current YTD \$1,400. (Sheet-Desktop Tools xlsx)	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Catherine Gwynn	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Revenues - Revenues		
Division:	~ - Revenues		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
8298	Local Grants		Lead Fellows of NC grant for Downtown Development	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00
8593	Vending Machine Commission (Pepsi)		Commission from vending machines operated by Pepsi.	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
8595	Vending Machines Income		Commission from vending machines operated by outside vendor.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Total-Miscellaneous Revenues-0006			\$ 74,930.00	\$ 40,800.00	\$ 83,127.00	\$ 81,027.00
58101	Shared Services - Utility (61)		Per Calculation	\$ 2,938,105.00	\$ 3,097,595.00	\$ 3,097,595.00	\$ 3,097,595.00
58102	Shared Services - Stormwater (15)		Per Calculation	\$ 108,852.00	\$ 110,245.00	\$ 110,245.00	\$ 110,245.00
	Total-Shared Services-0007			\$ 3,046,957.00	\$ 3,207,840.00	\$ 3,207,840.00	\$ 3,207,840.00
8583	Fund Balance Withdrawal		None for Dept Request. MGR - Cemetery Reserve for Lawnmower \$12964.	\$ -	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
	Total Revenues			\$ 41,735,667.59	\$ 40,912,306.00	\$ 45,242,939.00	\$ 45,240,839.00

FISCAL YEAR 2021-2022 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. The City Council appoints the city manager and city attorney.

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 FY21-22											
Fund: 11-General Fund		Dept. Head Tim Salmon									
Dept #: 1011 Mayor & Council		~ = Division by Zero									
Division: 1011 ~		* = Change < \$500									
		Purple Cell-Finance Input									
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1211	Honorarium	\$ 63,249.11	\$ 65,475.00	\$ 65,475.00	\$ 65,475.00	\$ 65,475.00	0.00%	\$ 65,475.00	0.00%	\$ 65,475.00	0.00%
1221	Mayor's Star Award	\$ 4,900.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1295	Board Member Expenses (1700)	\$ 21,932.41	\$ -	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	~	\$ 22,800.00	~	\$ 22,800.00	~
1700	Board Member Expenses	\$ -	\$ 22,800.00	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 6,891.25	\$ 6,753.04	\$ 6,753.04	\$ 6,753.04	\$ 6,753.04	-0.00%	\$ 6,753.04	-0.00%	\$ 6,753.04	-0.00%
1820	LEOB-Retirement	\$ 135.80			\$ -	\$ -	*	\$ -	*	\$ -	*
1821	NCLGERS-Retirement	\$ 315.70			\$ -	\$ -	*	\$ -	*	\$ -	*
1822	401-K Retirement	\$ 210.00			\$ -	\$ -	*	\$ -	*	\$ -	*
Total Salaries & Benefits		\$ 97,634.27	\$ 95,028.04	\$ 95,028.04	\$ 95,028.04	\$ 95,028.04	-0.00%	\$ 95,028.04	-0.00%	\$ 95,028.04	-0.00%
1922	Title Search & Legal Fees	\$ 123,503.45	\$ 120,000.00	\$ 120,000.00	\$ 123,200.00	\$ 150,000.00	25.00%	\$ 135,000.00	12.50%	\$ 135,000.00	12.50%
1991	Consultant Fees	\$ 61,500.00	\$ 80,000.00	\$ 80,000.00	\$ 66,500.00	\$ 129,500.00	61.88%	\$ 50,875.00	-36.41%	\$ 50,875.00	-36.41%
2201	Comm/Empl Awards & Functions	\$ 1,380.21	\$ 4,600.00	\$ 4,600.00	\$ 1,500.00	\$ 4,000.00	-13.04%	\$ 1,500.00	-67.39%	\$ 1,500.00	-67.39%
2202	Luncheon/Dinner Meetings	\$ 1,947.62	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	0.00%	\$ 1,000.00	-50.00%	\$ 1,000.00	-50.00%
2601	Office Supplies	\$ 461.95	\$ 225.00	\$ 225.00	\$ 600.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
2993	Operational Supplies	\$ 4,682.41	\$ 3,250.00	\$ 3,250.00	\$ 4,200.00	\$ 4,500.00	38.46%	\$ 4,500.00	38.46%	\$ 4,500.00	38.46%
3121	Travel	\$ 8,815.48	\$ 28,000.00	\$ 28,000.00	\$ 5,950.00	\$ 26,010.95	-7.10%	\$ 9,010.95	-67.82%	\$ 9,010.95	-67.82%
3250	Postage	\$ 177.50	\$ 175.00	\$ 175.00	\$ 100.00	\$ 175.00	*	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3911	Public Notices	\$ 94.50			\$ -	\$ -	*	\$ -	*	\$ -	*
3997	City Election	\$ 65,538.02			\$ -	\$ 35,000.00	~	\$ -	*	\$ -	*
4911	Subscriptions	\$ 162.01			\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 2,261.00	\$ 16,550.00	\$ 16,550.00	\$ 13,269.00	\$ 16,569.00	0.11%	\$ 13,269.00	-19.82%	\$ 11,169.00	-32.51%
4916	Chamber Of Commerce				\$ -	\$ 20,000.00	~	\$ 20,000.00	~	\$ 20,000.00	~
4917	Wayne County Alliance				\$ -	\$ 50,000.00	~	\$ 25,000.00	~	\$ 25,000.00	~
6901	Mayor's Youth Council	\$ 13.11			\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
3250A	Postage-Internal Charges only!	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 175.00	*	\$ 175.00	*
Total Operating Expenditures		\$ 270,537.26	\$ 255,000.00	\$ 255,000.00	\$ 216,519.00	\$ 438,404.95	71.92%	\$ 260,979.95	2.35%	\$ 258,879.95	1.52%
					\$ -	\$ -	*	\$ -	*	\$ -	*
Total Capital Outlay		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
Total Mayor & Council~ Budget		\$ 368,171.53	\$ 350,028.04	\$ 350,028.04	\$ 311,547.04	\$ 533,432.99	52.40%	\$ 356,007.99	1.71%	\$ 353,907.99	1.11%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Tim Salmon		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Mayor & Council - 1011					
Division:		~ - 1011					
	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1211	Honorarium			\$ 65,475.00	\$ 65,475.00	\$ 65,475.00	\$ 65,475.00
1221	Mayor's Star Award						
1295	Board Member Expenses (1700)		Mayor \$4,800/yr; Council \$3000/yr (6 x \$3000)	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00
1700	Board Member Expenses			\$ -	\$ -		
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 6,753.04	\$ 6,753.04	\$ 6,753.04	\$ 6,753.04
1820	LEOB-Retirement						
1821	NCLGERS-Retirement						
1822	401-K Retirement						
	Total Salaries & Benefits			\$ 95,028.04	\$ 95,028.04	\$ 95,028.04	\$ 95,028.04
1922	Title Search & Legal Fees			\$ 123,200.00	\$ 150,000.00	\$ 135,000.00	\$ 135,000.00
1991	Consultant Fees	Y	Redistricting Consultant	\$ 66,500.00	\$ 129,500.00	\$ 50,875.00	\$ 50,875.00
2201	Comm/Empl Awards & Functions		promotional items air show	\$ 1,500.00	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00
2202	Luncheon/Dinner Meetings			\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
2601	Office Supplies			\$ 600.00	\$ 400.00	\$ 400.00	\$ 400.00
2993	Operational Supplies			\$ 4,200.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
3121	Travel	Y		\$ 5,950.00	\$ 26,010.95	\$ 9,010.95	\$ 9,010.95
3250	Postage			\$ 100.00	\$ 175.00		
3421	Copy Machine Cost			\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
3911	Public Notices						
3997	City Election		Special Election - Staggered Terms		\$ 35,000.00	\$ -	
4911	Subscriptions	Y		\$ -	\$ -	\$ -	\$ -
4912	Fees & Dues	Y		\$ 13,269.00	\$ 16,569.00	\$ 13,269.00	\$ 11,169.00
4916	Chamber Of Commerce				\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4917	Wayne County Alliance		(Transferred from 11-7310) Request was \$50,000/yr for 5 Years. Recommended to fund only \$25K		\$ 50,000.00	\$ 25,000.00	\$ 25,000.00
6901	Mayor's Youth Council						
9561	Office Supplies			\$ 100.00	\$ 150.00	\$ 150.00	\$ 150.00
3250A	Postage-Internal Charges only!					\$ 175.00	\$ 175.00
	Total Operating Expenditures			\$ 216,519.00	\$ 438,404.95	\$ 260,979.95	\$ 258,879.95
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Mayor & Council-~ Budget			\$ 311,547.04	\$ 533,432.99	\$ 356,007.99	\$ 353,907.99

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Friends of Seymour Per contract \$9250 fees +1042/travel expenses per month	\$ 61,500.00	\$ 61,500.00	\$ 15,875.00	\$ 15,875.00	
2		Environmental Study		\$ 10,000.00	\$ -	\$ -	
3		Surveyor		\$ 3,000.00	\$ -	\$ -	
4		Consutant for Redistricting		\$ 50,000.00	\$ -	\$ -	
5		Other	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
6		Roosevelt Group			\$ 30,000.00	\$ 30,000.00	
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ 66,500.00	\$ 129,500.00	\$ 50,875.00	\$ 50,875.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Washington DC Legislative Trip, NC Main Street Conference	\$ 1,500.00	\$ 4,513.95	\$ 4,513.95	\$ 4,513.95	
2	NCLM Annual City Vision Conference	\$ 500.00	\$ 4,681.00	\$ 4,681.00	\$ 4,681.00	
3	Metro Mayors Annual Meeting, Metro Mayors Spring Meeting	\$ 500.00	\$ 860.50	\$ 860.50	\$ 860.50	
4	Town Hall Day (Raleigh)	\$ 100.00	\$ 417.00	\$ 417.00	\$ 417.00	
5	National League of Cities		\$ 4,858.00	\$ 4,858.00	\$ 4,858.00	
6	Association of Defense Communities-National Summit (DC)		\$ 5,460.00	\$ 5,460.00	\$ 5,460.00	
7	Association of Defense Communities Installation Innovation	\$ 1,850.00	\$ 1,825.50	\$ 1,825.50	\$ 1,825.50	
8	NC Black Elected Officials Conference		\$ 2,895.00	\$ 2,895.00	\$ 2,895.00	
9	Miscellaneous Dinners & Luncheons & UNC SOG Webinars	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 500.00	
10	ESTIMATED YEAR END					
11	Per CM 5/21/21 cut			\$ (17,000.00)	\$ (17,000.00)	
	Total - 3121 Travel	\$ 5,950.00	\$ 26,010.95	\$ 9,010.95	\$ 9,010.95	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Military Affairs Commission - Mayor	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	
2	Military Affairs Commission - Councilmembers \$300 each	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -	
3	Metro Mayors Annual Service Fees	\$ 8,169.00	\$ 8,169.00	\$ 8,169.00	\$ 8,169.00	
4	Sponsorships (Dancing Stars, Hot Topic, etc.)	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5	DGDC Board	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
6	Military Host Cities	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
7	Miscellaneous	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8	Per CM 5/21/21 cut			\$ (3,300.00)	\$ (3,300.00)	
9						
10						
	Total - 4912 Fees & Dues	\$ 13,269.00	\$ 16,569.00	\$ 13,269.00	\$ 11,169.00	

FISCAL YEAR 2021-2022 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 fifteen 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 FY21-22											
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	FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 520,220.22	\$ 519,890.71	\$ 519,890.71	\$ 517,711.20	\$ 517,711.20	-0.42%	\$ 517,711.20	-0.42%	\$ 517,711.20	-0.42%
1221	Mayor's Star Award		\$ -	\$ -	\$ -	\$ 10,100.00	~	\$ 10,100.00	~	\$ 10,100.00	~
1224	Cell Phone Stipend	\$ 723.90	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1225	Car Allowance	\$ 6,590.73	\$ 10,079.94	\$ 10,079.94	\$ 10,079.94	\$ 10,079.94	0.00%	\$ 10,079.94	0.00%	\$ 10,079.94	0.00%
1260	Salaries & Wages Part-Time	\$ 24,320.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 2,475.99	\$ -	\$ -	\$ 1,214.26	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,511.74	\$ -	\$ -	\$ 1,500.00	\$ 1,800.00	~	\$ 1,800.00	~	\$ 1,800.00	~
1810	Social Security	\$ 40,846.16	\$ 40,597.83	\$ 40,597.83	\$ 40,638.74	\$ 41,341.45	1.83%	\$ 41,341.45	1.83%	\$ 41,341.45	1.83%
1821	NCLGERS-Retirement	\$ 47,200.43	\$ 54,183.52	\$ 54,183.52	\$ 54,238.11	\$ 61,120.50	12.80%	\$ 61,120.50	12.80%	\$ 61,120.50	12.80%
1822	401-K Retirement	\$ 22,455.45	\$ 21,227.63	\$ 21,227.63	\$ 21,249.02	\$ 21,616.45	1.83%	\$ 21,616.45	1.83%	\$ 21,616.45	1.83%
1830	Hospital Insurance	\$ 25,518.00	\$ 26,160.00	\$ 26,160.00	\$ 26,160.00	\$ 38,736.00	48.07%	\$ 25,824.00	-1.28%	\$ 25,824.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 127.01	\$ 267.12	\$ 267.12	\$ 228.96	\$ 228.96	*	\$ 228.96	*	\$ 228.96	*
1850	Unemployment Compensation		\$ 282.00	\$ 282.00	\$ -	\$ 164.00	*	\$ 164.00	*	\$ 164.00	*
1860	Worker's Compensation	\$ 1,186.00	\$ 1,237.00	\$ 1,237.00	\$ 1,505.00	\$ 1,550.00	25.30%	\$ 1,550.00	25.30%	\$ 1,550.00	25.30%
	Total Salaries & Benefits	\$ 693,175.63	\$ 674,645.75	\$ 674,645.75	\$ 675,245.23	\$ 705,168.50	4.52%	\$ 692,256.50	2.61%	\$ 692,256.50	2.61%
1991	Consultant Fees	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 8,000.00	0.00%	\$ 5,000.00	-37.50%	\$ 5,000.00	-37.50%
2203	Employee Appreciation	\$ 120.18	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
2501	Vehicle Operation/Maintenance	\$ 83.03			\$ -	\$ -	*	\$ -	*	\$ -	*
2601	Office Supplies	\$ 390.28	\$ 750.00	\$ 750.00	\$ 750.00	\$ 1,000.00	33.33%	\$ 1,000.00	33.33%	\$ 1,000.00	33.33%
2993	Operational Supplies	\$ 4,251.19	\$ 2,750.00	\$ 2,750.00	\$ 2,000.00	\$ 2,750.00	0.00%	\$ 2,000.00	-27.27%	\$ 2,000.00	-27.27%
3121	Travel	\$ 13,462.71	\$ 12,250.00	\$ 12,250.00	\$ 9,200.00	\$ 21,946.13	79.15%	\$ 9,200.00	-24.90%	\$ 9,200.00	-24.90%
3210	Telephone	\$ 2,484.09	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%
3250	Postage	\$ 83.68	\$ 200.00	\$ 200.00	\$ 175.00	\$ 200.00	*	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ 2,052.69	\$ 3,300.00	\$ 3,300.00	\$ 3,200.00	\$ 3,300.00	0.00%	\$ 3,300.00	0.00%	\$ 3,300.00	0.00%
3511	Building Maintenance	\$ 5,146.22	\$ 10,050.00	\$ 10,050.00	\$ 13,200.00	\$ 13,500.00	34.33%	\$ 13,500.00	34.33%	\$ -	*
3521	Office Machine Maintenance	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	0.00%	\$ 500.00	*	\$ 500.00	*
3700	Advertising	\$ 7,828.32	\$ 7,125.00	\$ 7,125.00	\$ 4,500.00	\$ 7,125.00	0.00%	\$ 4,500.00	-36.84%	\$ 4,500.00	-36.84%
3702	Communications and Marketing	\$ 6,124.00	\$ 11,250.00	\$ 11,250.00	\$ 10,000.00	\$ 11,250.00	0.00%	\$ 10,000.00	-11.11%	\$ 10,000.00	-11.11%
3703	Air Show Donation		\$ 15,000.00	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3911	Public Notices	\$ 13,860.13	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 5,000.00	0.00%	\$ 4,000.00	-20.00%	\$ 4,000.00	-20.00%
3914	Contract Services	\$ 54,968.07	\$ 37,450.00	\$ 37,450.00	\$ 41,500.00	\$ 45,000.00	20.16%	\$ 41,500.00	10.81%	\$ -	*
3950	Education Reimbursement	\$ 1,100.00	\$ 1,250.00	\$ 1,250.00	\$ 700.00	\$ 2,500.00	100.00%	\$ 700.00	-44.00%	\$ 700.00	-44.00%
3998	Codify Ordinances	\$ 1,841.92	\$ 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	\$ 4,436.52			\$ -	\$ -	*	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 3,357.00	\$ 3,583.00	\$ 3,583.00	\$ 3,752.00	\$ 3,864.00	7.84%	\$ 3,864.00	7.84%	\$ 3,864.00	7.84%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 19.00	\$ 20.00	*	\$ 20.00	*	\$ 20.00	*
4911	Subscriptions	\$ -	\$ 300.00	\$ 300.00	\$ 212.00	\$ 215.00	*	\$ 215.00	*	\$ 215.00	*
4912	Fees & Dues	\$ 3,870.00	\$ 6,000.00	\$ 6,000.00	\$ 5,250.00	\$ 5,435.00	-9.42%	\$ 5,035.00	-16.08%	\$ 5,035.00	-16.08%
4913	Institute Of Government				\$ -	\$ 14,300.00	~	\$ 14,300.00	~	\$ 14,300.00	~
4914	League Of Municipalities				\$ -	\$ 25,500.00	~	\$ 25,500.00	~	\$ 25,500.00	~
4918	National League Of Cities				\$ -	\$ 3,450.00	~	\$ 3,450.00	~	\$ 3,450.00	~
4989	Union Station	\$ 110,769.63	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
9561	Office Supplies	\$ 243.60	\$ 275.00	\$ 275.00	\$ 275.00	\$ 275.00	*	\$ 275.00	*	\$ 275.00	*
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 200.00	*	\$ 200.00	*
	Total Operating Expenditures	\$ 236,495.26	\$ 132,205.00	\$ 117,205.00	\$ 110,633.00	\$ 182,280.13	37.88%	\$ 154,709.00	17.02%	\$ 99,709.00	-24.58%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total City Manager-~ Budget	\$ 929,670.89	\$ 806,850.75	\$ 791,850.75	\$ 785,878.23	\$ 887,448.63	9.99%	\$ 846,965.50	4.97%	\$ 791,965.50	-1.84%

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			\$ 517,711.20	\$ 517,711.20	\$ 517,711.20	\$ 517,711.20
1221	Mayor's Star Award		Employee & Supervisor Award		\$ 10,100.00	\$ 10,100.00	\$ 10,100.00
1224	Cell Phone Stipend		ATCM	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1225	Car Allowance		CM & ACM	\$ 10,079.94	\$ 10,079.94	\$ 10,079.94	\$ 10,079.94
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus			\$ 1,214.26		\$ -	
1278	Wellness Earnings		6@300	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
1810	Social Security		Sum of accounts 1210 - 1278 X 7.65%	\$ 40,638.74	\$ 41,341.45	\$ 41,341.45	\$ 41,341.45
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 11.31% (Non-Leo) 12.24 (Leo)	\$ 54,238.11	\$ 61,120.50	\$ 61,120.50	\$ 61,120.50
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 21,249.02	\$ 21,616.45	\$ 21,616.45	\$ 21,616.45
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 26,160.00	\$ 38,736.00	\$ 25,824.00	\$ 25,824.00
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	\$ 228.96
1850	Unemployment Compensation		Provided by Finance		\$ 164.00	\$ 164.00	\$ 164.00
1860	Worker's Compensation		Provided by Finance	\$ 1,505.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
Total Salaries & Benefits				\$ 675,245.23	\$ 705,168.50	\$ 692,256.50	\$ 692,256.50
1991	Consultant Fees	Y	see attached schedule	\$ 5,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00
2203	Employee Appreciation			\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
2501	Vehicle Operation/Maintenance					\$ -	\$ -
2601	Office Supplies			\$ 750.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2993	Operational Supplies			\$ 2,000.00	\$ 2,750.00	\$ 2,000.00	\$ 2,000.00
3121	Travel	Y	see attached schedule	\$ 9,200.00	\$ 21,946.13	\$ 9,200.00	\$ 9,200.00
3210	Telephone			\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
3250	Postage			\$ 175.00	\$ 200.00		
3421	Copy Machine Cost			\$ 3,200.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00
3511	Building Maintenance	Y	see attached schedule	\$ 13,200.00	\$ 13,500.00	\$ 13,500.00	\$ -
3521	Office Machine Maintenance			\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00
3700	Advertising		Windows of Wayne; Progress Edition; Special Events (guitar pull)	\$ 4,500.00	\$ 7,125.00	\$ 4,500.00	\$ 4,500.00
3702	Communications and Marketing		Xpress Communications (Council Meetings); Comprehensive Comm. (On Hold Msg); MAP Project (Chamber)	\$ 10,000.00	\$ 11,250.00	\$ 10,000.00	\$ 10,000.00
3703	Air Show Donation		(postponed)			\$ -	\$ -
3911	Public Notices			\$ 4,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00
3914	Contract Services	Y	see attached schedule	\$ 41,500.00	\$ 45,000.00	\$ 41,500.00	\$ -
3950	Education Reimbursement			\$ 700.00	\$ 2,500.00	\$ 700.00	\$ 700.00
3998	Codify Ordinances			\$ 4,000.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Tim Salmon		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		City Manager - 1012					
Division:		~ - 1012					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4404	TC Coley Expenses					\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,752.00	\$ 3,864.00	\$ 3,864.00	\$ 3,864.00
4541	Employee Personal Liability		Provided by Finance	\$ 19.00	\$ 20.00	\$ 20.00	\$ 20.00
4911	Subscriptions	Y		\$ 212.00	\$ 215.00	\$ 215.00	\$ 215.00
4912	Fees & Dues	Y		\$ 5,250.00	\$ 5,435.00	\$ 5,035.00	\$ 5,035.00
4913	Institute Of Government		Moved from ORGN 7315	\$ -	\$ 14,300.00	\$ 14,300.00	\$ 14,300.00
4914	League Of Municipalities		Moved from ORGN 7315	\$ -	\$ 25,500.00	\$ 25,500.00	\$ 25,500.00
4918	National League Of Cities		Moved from ORGN 7315	\$ -	\$ 3,450.00	\$ 3,450.00	\$ 3,450.00
4989	Union Station					\$ -	\$ -
9561	Office Supplies			\$ 275.00	\$ 275.00	\$ 275.00	\$ 275.00
3250A	Postage-Internal Charges only!					\$ 200.00	\$ 200.00
Total Operating Expenditures				\$ 110,633.00	\$ 182,280.13	\$ 154,709.00	\$ 99,709.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total City Manager-~ Budget				\$ 785,878.23	\$ 887,448.63	\$ 846,965.50	\$ 791,965.50

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Tim Salmon			
Dept #: City Manager - 1012							
Division: ~ - 1012							
Account: 1991 Consultant Fees							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Apprasials, etc	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
2		Per CM 5/17/21 9:00 am cut			\$ (3,000.00)	\$ (3,000.00)	
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ 5,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: City Manager - 1012
Division: ~ - 1012
Account: 3121 Travel

Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Washington DC Legislative Trip		\$ 225.00	\$ 225.00	\$ 225.00	
2	Assoicaiton of Defense		\$ 1,620.00	\$ 1,620.00	\$ 1,620.00	
3	NC Main Street Conference		\$ 1,660.00	\$ 1,660.00	\$ 1,660.00	
4	NCLM Annual City Vision Conference		\$ 3,360.75	\$ 2,510.75	\$ 2,510.75	
5	NCCCMA Winter Conference		\$ 2,271.13	\$ 2,271.13	\$ 2,271.13	
6	Annual NCAMC Conference		\$ 2,830.00	\$ 1,530.00	\$ 1,530.00	
7	School of Govt Clerks Conference		\$ 928.50	\$ 928.50	\$ 928.50	
8	NCAMC Regional Class (One Day Session)		\$ 279.25	\$ 279.25	\$ 279.25	
9	Town Hall Day (Raleigh)		\$ 410.50	\$ 410.50	\$ 410.50	
10	NC Planning Conference		\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
11	Metro Mayors Spring Meeting		\$ 280.50	\$ 280.50	\$ 280.50	
12	Metro Mayors Annual Meeting		\$ 430.50	\$ 430.50	\$ 430.50	
13	FTA TIGER Meetings (Atlanta, GA)		\$ 850.00	\$ 850.00	\$ 850.00	
14	Professional Dev. Conf. Trainings PIO		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
15	Professional Dev. Conf. Trainings ATCM		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
16	IIMC Annual Conference	\$ 2,200.00	\$ 2,200.00	\$ -	\$ -	
17						
18	ESTIMATED YEAR END	\$ 7,000.00				
19	Per CM Cut 5/21/21			\$ (8,396.13)	\$ (8,396.13)	
	Total - 3121 Travel	\$ 9,200.00	\$ 21,946.13	\$ 9,200.00	\$ 9,200.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Tim Salmon			
Dept #: City Manager - 1012							
Division: ~ - 1012							
Account: 3511 Building Maintenance							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Dodson Pest Control		\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	
2		Keen Plumbing		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
3		Envirocon		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
4		Carolina Phone & Alarms		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
5		Crossroads Fire Protection		\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
6		NC Department of Labor (elevator inspection)		\$ 500.00	\$ 500.00	\$ 500.00	
7		Misc. Repairs		\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
8		ESTIMATED YEAR END	\$ 13,200.00				
9		Per City Manager Move to Public Works Buildings & Grounds				\$ (13,500.00)	
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
		Total - 3511 Building Maintenance	\$ 13,200.00	\$ 13,500.00	\$ 13,500.00	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Tim Salmon			
Dept #: City Manager - 1012							
Division: ~ - 1012							
Account: 3914 Contract Services							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Piedmont Service Group – HVAC Preventive Maintenance		\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	
2		Envirocon – Annual Fire Alarm Maintenance		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
3		Security Central – Annual Security Monitoring		\$ 300.00	\$ 300.00	\$ 300.00	
4		Schindler Elevator Company – Maintenance Contract & Repairs		\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	
5		Cummins Atlantic – Generator City Hall		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
6		Per CM cut 5/21/21			\$ (3,500.00)	\$ (3,500.00)	
7		Per City Manager move to Buildings & Grounds (1133)				\$ (7,500.00)	
8		ESTIMATED YEAR END	\$ 41,500.00				
9		Per City Manager move to IT (1030)				\$ (34,000.00)	
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
		Total - 3914 Contract Services	\$ 41,500.00	\$ 45,000.00	\$ 41,500.00	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Tim Salmon			
Dept #: City Manager - 1012							
Division: ~ - 1012							
Account: 4911 Subscriptions							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		News Argus	\$ 162.00	\$ 165.00	\$ 165.00	\$ 165.00	
2		News & Observer	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
3							
4							
5							
6							
7							
8							
9							
		Total - 4911 Subscriptions	\$ 212.00	\$ 215.00	\$ 215.00	\$ 215.00	

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Tim Salmon

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	IIMC, NC Association of Municipal Clerks (CC & DCC)	\$ 580.00	\$ 615.00	\$ 615.00	\$ 615.00	
2	Wayne County Chamber (Military Affairs Comm. CM, ACM, ATCM)	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
3	NC City and County Managers Association (CM)	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	
4	NC3C (PIO)		\$ 50.00	\$ 50.00	\$ 50.00	
5	DGDC (ACM)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
6	Rotary (CM & ATCM)	\$ 920.00	\$ 920.00	\$ 920.00	\$ 920.00	
7	Association of Defense (CM)	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
8	American Planning Association (ACM)	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
9	ICMA (CM)	\$ 1,500.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	
10	Per CM 5/17/21 9:00 am			\$ (400.00)	\$ (400.00)	
11						
12						
Total - 4912 Fees & Dues		\$ 5,250.00	\$ 5,435.00	\$ 5,035.00	\$ 5,035.00	

FISCAL YEAR 2021-2022 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES

GOALS/MAJOR OBJECTIVES:

- A. **Workforce Representation** - focused on recruiting a diverse workforce. We continue to provide scholarships, tuition assistance, participate and sponsor career fairs, and increase recruiting efforts across the City. The City's workforce should broadly represent the diversity of the community we serve to better promote the city's vision, mission, goals and values. **Actual 34.3%, Target 60%**. The "Target" of 60 % reflects the City diversity; "Close to Target" is considered $\geq 45\%$; anything less "Needs improvement"
- B. **Racial & Cultural Harmony** - Provide Cultural Diversity & Sensitivity Training to all employees. This training is designed to improve employee relations and provide better customer service. Funds will be used to renew the license for the existing electronic learning training module with emphasis on increasing knowledge through training . **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.

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. Renewal license for NeoGov software. This fully automated Human Resource Information Software tracks all applications, performs onboarding for new hires, and maintains the electronic evaluation system. In addition is the NeoGov Learning Module that allows electronic Staff Development for all employees. This training will include Cultural Diversity & Sensitivity Training, with a target rate of $>90\%$ **Racial & Cultural Harmony**
2. Registration fees for career fairs and other recruitment events to include contracting with recruitment consultants (for vacant department head positions) in efforts to target a more diverse workforce at a rate of 59% - **Workforce Representation**.
3. External training for the Safety Officer, Human Resources Consultants and Director. Leadership Training for department heads in the area of Emotional Intelligence. Integration of background and references checks into NeoGov.

FISCAL YEAR 2021-2022 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES (SAFETY PROGRAM)

DEPARTMENT OVERVIEW:

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

GOALS/MAJOR OBJECTIVES:

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

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 2021-2022 BUDGET

DEPARTMENT/DIVISION: HUMAN RESOURCES (OCCUPATIONAL HEALTH NURSE)

SIGNIFICANT BUDGET ISSUES:

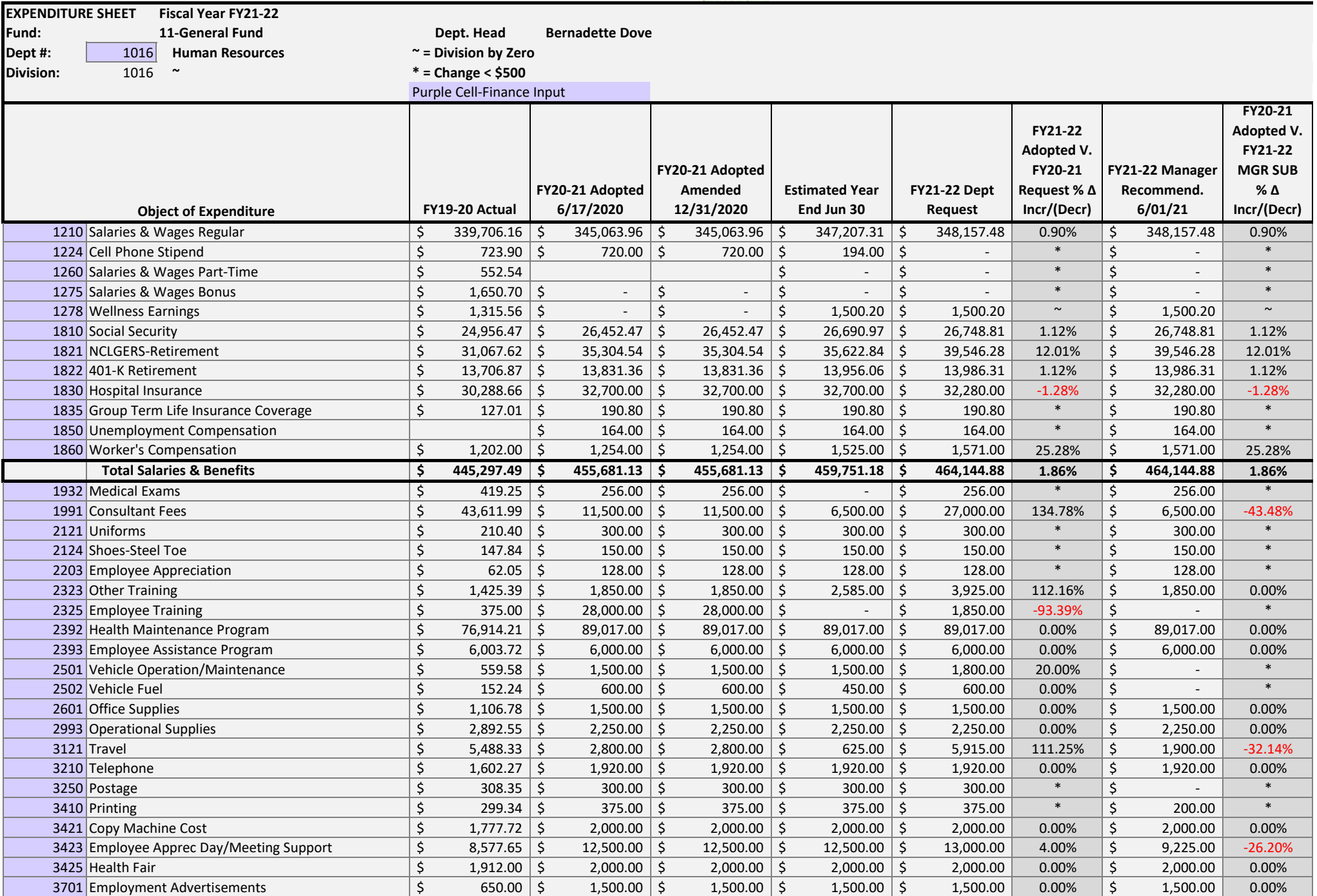
The Occupational Health Nurse will continue to be the primary facilitator for the in-house drug program. Costs associated with maintenance of the program include supplies for urinalysis and swab kits (donor collection), utensils for collector and forms. Equipment costs include calibration kits for breathalyzer, 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
- G. Provide annual Flu vaccines to city employees and dependents.

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 FY21-22 Fund: 11-General Fund Dept #: 1016 Human Resources Division: 1016 ~ <div style="text-align: right; margin-right: 100px;"> Dept. Head Bernadette Dove ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input </div>									
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 189.44	\$ 195.00	*	\$ 195.00	*
4521	Auto Liability	\$ 853.00	\$ 896.00	\$ 896.00	\$ 930.74	\$ 959.00	7.03%	\$ 959.00	7.03%
4541	Employee Personal Liability	\$ 31.00	\$ 31.00	\$ 31.00	\$ 27.24	\$ 28.00	*	\$ 28.00	*
4911	Subscriptions	\$ 653.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	0.00%	\$ 800.00	0.00%
4912	Fees & Dues	\$ 67,555.88	\$ 37,082.28	\$ 37,082.28	\$ 22,736.00	\$ 75,603.28	103.88%	\$ 75,582.28	103.82%
9561	Office Supplies	\$ 308.19	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 1,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 600.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 300.00	*
	Total Operating Expenditures	\$ 223,897.73	\$ 205,505.28	\$ 205,505.28	\$ 156,533.42	\$ 239,621.28	16.60%	\$ 206,410.28	0.44%
					\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Human Resources~ Budget	\$ 669,195.22	\$ 661,186.41	\$ 661,186.41	\$ 616,284.60	\$ 703,766.16	6.44%	\$ 670,555.16	1.42%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Human Resources - 1016				
Division:			~ - 1016				
Dept. Head-Bernadette Dove							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		Additional funds of 1% will be used for Director receiving National HR Certification. Total of 2% increased budgeted over two fiscal years.	\$ 347,207.31	\$ 348,157.48	\$ 348,157.48	\$ 348,157.48
1224	Cell Phone Stipend		Cell phone stipend terminated	\$ 194.00	\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time		No part-time wages are anticipated	\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus		No bonus wages are anticipated			\$ -	\$ -
1278	Wellness Earnings		Funds will be used for wellness incentives	\$ 1,500.20	\$ 1,500.20	\$ 1,500.20	\$ 1,500.20
1810	Social Security		Sum of accounts 1210 - 1278 X 7.65%	\$ 26,690.97	\$ 26,748.81	\$ 26,748.81	\$ 26,748.81
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1278 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 35,622.84	\$ 39,546.28	\$ 39,546.28	\$ 39,546.28
1822	401-K Retirement		Sum of accounts 1210 - 1278 X 4% Reg, 5% LEO	\$ 13,956.06	\$ 13,986.31	\$ 13,986.31	\$ 13,986.31
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 32,700.00	\$ 32,280.00	\$ 32,280.00	\$ 32,280.00
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	\$ 190.80	\$ 190.80	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance	\$ 164.00	\$ 164.00	\$ 164.00	\$ 164.00
1860	Worker's Compensation		Provided by Finance	\$ 1,525.00	\$ 1,571.00	\$ 1,571.00	\$ 1,571.00
Total Salaries & Benefits				\$ 459,751.18	\$ 464,144.88	\$ 464,144.88	\$ 464,144.88
1932	Medical Exams		Funds will be used for medical expenses for department employees.	\$ -	\$ 256.00	\$ 256.00	\$ 256.00
1991	Consultant Fees	Y	Funds will be used for background check for all new employees and EI training for all department heads. Funds will also be used to contract with recruitment consultants for vacant department head positions.	\$ 6,500.00	\$ 27,000.00	\$ 6,500.00	\$ 6,500.00
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.	\$ 2,585.00	\$ 3,925.00	\$ 1,850.00	\$ 1,850.00
2325	Employee Training		Funds will be used for internal professional development, activities.		\$ 1,850.00	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Bernadette Dove	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Human Resources - 1016		
Division:	~ - 1016		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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 for EAP program for 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).	\$ 1,500.00	\$ 1,800.00	\$ -	\$ -
2502	Vehicle Fuel		Funds will be used for fuel of the safety car and one pool car (used by all employees).	\$ 450.00	\$ 600.00	\$ -	\$ -
2601	Office Supplies		Funds will be used to purchase office supplies and small office equipment for the department.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2993	Operational Supplies		Funds will be used Operational Supplies for Department.	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
3121	Travel	Y	Funds will be used for travel expenditures for department staff to attend professional workshops and conferences. Expenses covered will include, lodging and meals.	\$ 625.00	\$ 5,915.00	\$ 1,900.00	\$ 1,900.00
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	\$ -	\$ -
3410	Printing		Funds used to prinit various materials and documents to include certified mail, returns and other departmental correspondence.	\$ 375.00	\$ 375.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		Funds will be used for the cost and maintenance 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 Retirements.	\$ 12,500.00	\$ 13,000.00	\$ 9,225.00	\$ 9,225.00
3425	Health Fair		Funds will be used to cover the cost of supplies, materials and awards for the annual Health/Benefits fair.	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3701	Employment Advertisements		Funds will be used to cover cost for advertismtent with professional organizations, NCLM and other sorces identified by hiring departments.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 189.44	\$ 195.00	\$ 195.00	\$ 195.00

JUSTIFICATION SHEET			Fiscal Year FY21-22	Blue Font - Detail Schedule Requested				
Fund:			11-General Fund	Green Cell - Department Input				
Dept #:			Human Resources - 1016					
Division:			~ - 1016					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4521	Auto Liability			Provided by Finance	\$ 930.74	\$ 959.00	\$ 959.00	\$ 959.00
4541	Employee Personal Liability			Provided by Finance	\$ 27.24	\$ 28.00	\$ 28.00	\$ 28.00
4911	Subscriptions		Y	Funds will be used to cover cost of professional periodicals, resource materials and publications related to HR/Employment Law.	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
4912	Fees & Dues		Y	Funds will be used to cover cost of professional periodicals, resource materials and publications related to HR/Employment Law and Neogov renewal.	\$ 22,736.00	\$ 75,603.28	\$ 75,582.28	\$ 75,582.28
9561	Office Supplies			Funds will be used to purchase interoffice supplies via Finance Department.	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
2501A	Fleet Charges Internal Use Only!			Funds will be used for vehicle maintenance of the safety car and one pool car (used by all employees).	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
2502A	Vehicle Fuel-Internal Charges			Funds will be used for fuel of the safety car and one pool car (used by all employees).	\$ -	\$ -	\$ 600.00	\$ 600.00
3250A	Postage-Internal Charges only!			Funds will be used for cost associated with certified mail, returns and other departmental correspondence.	\$ -	\$ -	\$ 300.00	\$ 300.00
Total Operating Expenditures					\$ 156,533.42	\$ 239,621.28	\$ 206,410.28	\$ 206,410.28
					\$ -	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -	\$ -
Total Debt Service					\$ -	\$ -	\$ -	\$ -
Total Human Resources-~ Budget					\$ 616,284.60	\$ 703,766.16	\$ 670,555.16	\$ 670,555.16

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Bernadette Dove

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Background Checks	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	
2	Leadership Training - Emotional Intelligence	\$ -	\$ 5,500.00	\$ -	\$ -	
3	Recruitment Consultants		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
4	Per CM cut 5/21/21			\$ (15,000.00)	\$ (15,000.00)	
5						
6						
7						
8						
9						
10						
	Total - 1991 Consultant Fees	\$ 6,500.00	\$ 27,000.00	\$ 6,500.00	\$ 6,500.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	National Safety Conference/registration	-	\$ 400.00	\$ 400.00	\$ 400.00	
2	NC Prima Safety/registration	-	\$ 175.00	\$ 100.00	\$ 100.00	
3	NC Safety/NCALGESCO/registration	-	\$ 150.00	\$ 150.00	\$ 150.00	
4	2 - NeoGov National Conference/registration	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	
5	3 - Employment Law Update/registration	\$ 285.00	\$ 600.00	\$ 600.00	\$ 600.00	
6	2 - IPMA NC State Conference/registration	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
7	1 - Advance FMLA		\$ 300.00	\$ 300.00	\$ 300.00	
8		3				
9		\$ -				
10						
	Total - 2323 Other Training	\$ 2,585.00	\$ 3,925.00	\$ 1,850.00	\$ 1,850.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	2 - IPMA NC State Conference	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	
2	2 - NeoGov National Conference	\$ -	\$ 3,000.00			
3	1- NC Safety/NCALGESCO Conference	\$ -	\$ 350.00	\$ 335.00	\$ 335.00	
4	2 - Community Relations Programs	\$ -	\$ 140.00	\$ 140.00	\$ 140.00	
0	1- Records Rentention Workshop	\$ -	\$ -			
6	1- OMPA Annual Conference	\$ -	\$ 350.00	\$ 350.00	\$ 350.00	
7	1 - National Safety Conference	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8	1- NC PRIMA Safety	\$ -	\$ 350.00	\$ 350.00	\$ 350.00	
9	Misc.		\$ 100.00			
10	Per CM 5/21/21 cut			\$ (900.00)	\$ (900.00)	
11						
12						
	Total - 3121 Travel	\$ 625.00	\$ 5,915.00	\$ 1,900.00	\$ 1,900.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund:		11-General Fund		Dept. Head-Bernadette Dove			
Dept #:		Human Resources - 1016					
Division:		~ - 1016					
Account:		4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Supervisors Legal Update	\$ 295.00	\$ 295.00	\$ 295.00	\$ 295.00	
2		HR Employment Law	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
3		Safety Update	\$ 155.00	\$ 155.00	\$ 155.00	\$ 155.00	
4							
5							
6							
7							
8							
9							
10							
		Total - 4911 Subscriptions	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Bernadette Dove			
Dept #: Human Resources - 1016							
Division: ~ - 1016							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		1 - NC Associaton of Safety Officials	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
2		3 - IPMA Dues	\$ 468.00	\$ 468.00	\$ 447.00	\$ 447.00	
3		1- OPMA Dues	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
4		2 - SHRM - Dues	\$ 438.00	\$ 438.00	\$ 438.00	\$ 438.00	
5		1 - WCHR Association Dues	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
6		Career Fairs/Recruitment Events	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
7		NeoGov - Applicant Tracking/Onboarding/Performance/Learn	\$ 21,480.00	\$ 73,347.28	\$ 73,347.28	\$ 73,347.28	
8							
9							
10							
		Total - 4912 Fees & Dues	\$ 22,736.00	\$ 75,603.28	\$ 75,582.28	\$ 75,582.28	

FISCAL YEAR 2021-2022 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 diverse ways. The Department is the City's arbitrator, investigator, and/or compliance officer in some cases 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 discriminations. The Community Relations Department is committed to assisting the citizens of Goldsboro to develop mechanisms and strategies in order 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, funding public services agencies, construction of affordable housing activities, and demolishing dilapidated housing units.

GOALS/MAJOR OBJECTIVES:

- Promoting an unbiased social environment for cultural awareness and sensitivity.
- Engaging the community in diversity by way of cultural activities.
- Developing and maintaining partnerships that build inclusion and grow relationships.
- Focusing to create and connect the community with housing and economic 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 FY21-22										
Fund:	11-General Fund		Dept. Head		Felecia Williams							
Dept #:	1017	Community Relations	~ = Division by Zero									
Division:	1017	Community Relations	* = Change < \$500									
			Purple Cell-Finance Input									
								FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)		FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request					FY21-22 Adopted 06/18/21	
1210	Salaries & Wages Regular	\$ 98,059.58	\$ 89,898.93	\$ 89,898.93	\$ 74,432.96	\$ 83,743.75	-6.85%	\$ 83,743.75	-6.85%	\$ 83,743.75	-6.85%	
1222	Summer Youth Program	\$ 29,762.30			\$ -	\$ -	*	\$ -	*	\$ -	*	
1260	Salaries & Wages Part-Time				\$ -	\$ 7,800.00	~	\$ 7,800.00	~	\$ 7,800.00	~	
1262	Salaries & Wages Perm. Part-Time				\$ -	\$ -	*	\$ -	*	\$ -	*	
1275	Salaries & Wages Bonus	\$ 825.33	\$ -	\$ -	\$ 411.12	\$ -	*	\$ -	*	\$ -	*	
1278	Wellness Earnings	\$ 490.45	\$ -	\$ -	\$ 392.36	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*	
1280	Vacation Pay Out				\$ 9,939.63	\$ -	*	\$ -	*	\$ -	*	
1810	Social Security	\$ 9,405.06	\$ 6,877.27	\$ 6,877.27	\$ 5,755.59	\$ 7,026.05	2.16%	\$ 7,026.05	2.16%	\$ 7,026.05	2.16%	
1821	NCLGERS-Retirement	\$ 8,985.21	\$ 9,178.68	\$ 9,178.68	\$ 7,681.64	\$ 9,471.42	3.19%	\$ 9,471.42	3.19%	\$ 9,471.42	3.19%	
1822	401-K Retirement	\$ 3,975.00	\$ 3,595.96	\$ 3,595.96	\$ 3,009.46	\$ 3,349.75	-6.85%	\$ 3,349.75	-6.85%	\$ 3,349.75	-6.85%	
1830	Hospital Insurance	\$ 9,950.48	\$ 9,810.00	\$ 9,810.00	\$ 7,806.00	\$ 9,684.00	-1.28%	\$ 9,684.00	-1.28%	\$ 9,684.00	-1.28%	
1835	Group Term Life Insurance Coverage	\$ 50.81	\$ 114.48	\$ 114.48	\$ 114.48	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*	
1850	Unemployment Compensation				\$ -	\$ 28.00	*	\$ 28.00	*	\$ 28.00	*	
1860	Worker's Compensation	\$ 704.00	\$ 734.00	\$ 734.00	\$ 892.70	\$ 919.00	25.20%	\$ 919.00	25.20%	\$ 919.00	25.20%	
	Total Salaries & Benefits	\$ 162,208.22	\$ 120,209.32	\$ 120,209.32	\$ 110,435.94	\$ 122,436.45	1.85%	\$ 122,436.45	1.85%	\$ 122,436.45	1.85%	
1932	Medical Exams	\$ 510.00			\$ -	\$ -	*	\$ -	*	\$ -	*	
2201	Comm/Empl Awards & Functions	\$ 1,500.00	\$ 11,000.00	\$ 11,000.00	\$ 1,500.00	\$ 11,000.00	0.00%	\$ 1,500.00	-86.36%	\$ 1,500.00	-86.36%	
2202	Luncheon/Dinner Meetings	\$ 1,800.79	\$ 500.00	\$ 500.00	\$ 50.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*	
2203	Employee Appreciation	\$ -	\$ 48.00	\$ 48.00	\$ -	\$ 48.00	*	\$ 48.00	*	\$ 48.00	*	
2323	Other Training	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 4,715.00	135.75%	\$ 4,630.00	131.50%	\$ 4,630.00	131.50%	
2601	Office Supplies	\$ 206.65	\$ 1,375.00	\$ 1,375.00	\$ 100.00	\$ 1,375.00	0.00%	\$ 100.00	*	\$ 100.00	*	
2985	Meals & Nutrition Supplies	\$ 14,184.00	\$ 14,000.00	\$ 14,000.00	\$ -	\$ 14,000.00	0.00%	\$ 14,000.00	0.00%	\$ 14,000.00	0.00%	
2993	Operational Supplies	\$ 2,843.18	\$ 1,350.00	\$ 1,350.00	\$ 500.00	\$ 1,350.00	0.00%	\$ 500.00	*	\$ 500.00	*	
3121	Travel	\$ 1,687.53	\$ 2,652.31	\$ 2,652.31	\$ -	\$ 2,348.00	-11.47%	\$ 2,348.00	-11.47%	\$ 2,348.00	-11.47%	
3250	Postage	\$ 305.35	\$ 300.00	\$ 300.00	\$ 200.00	\$ 300.00	*	\$ -	*	\$ -	*	
3421	Copy Machine Cost	\$ 767.15	\$ 1,084.00	\$ 1,084.00	\$ 200.00	\$ 1,084.00	0.00%	\$ 200.00	*	\$ 200.00	*	
3521	Office Machine Maintenance	\$ 1,836.62	\$ 3,378.84	\$ 3,378.84	\$ 1,650.00	\$ 3,379.00	0.00%	\$ 1,650.00	-51.17%	\$ 1,650.00	-51.17%	
3700	Advertising	\$ 1,868.80	\$ 1,175.00	\$ 1,175.00	\$ 200.00	\$ 1,175.00	0.00%	\$ 200.00	*	\$ 200.00	*	
3702	Communications and Marketing	\$ 100.00	\$ 1,600.00	\$ 1,600.00	\$ 200.00	\$ 1,600.00	0.00%	\$ 200.00	*	\$ 200.00	*	
3914	Contract Services	\$ 2,048.64			\$ -	\$ -	*	\$ -	*	\$ -	*	
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 79.00	\$ 82.00	*	\$ 82.00	*	\$ 82.00	*	
4541	Employee Personal Liability	\$ 13.00	\$ 13.00	\$ 13.00	\$ 11.00	\$ 12.00	*	\$ 12.00	*	\$ 12.00	*	
4912	Fees & Dues	\$ 207.01			\$ -	\$ -	*	\$ -	*	\$ -	*	
9561	Office Supplies	\$ 295.97	\$ 300.00	\$ 300.00	\$ 215.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*	
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 300.00	*	\$ 300.00	*	
	Total Operating Expenditures	\$ 32,174.69	\$ 40,776.15	\$ 40,776.15	\$ 4,905.00	\$ 43,268.00	6.11%	\$ 26,570.00	-34.84%	\$ 26,570.00	-34.84%	
					\$ -	\$ -	*	\$ -	*	\$ -	*	
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*	
					\$ -	\$ -	*	\$ -	*	\$ -	*	
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*	
	Total Community Relations-Community Relations	\$ 194,382.91	\$ 160,985.47	\$ 160,985.47	\$ 115,340.94	\$ 165,704.45	2.93%	\$ 149,006.45	-7.44%	\$ 149,006.45	-7.44%	

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Dept. Head-Felecia Williams			
Dept #:			Community Relations - 1017		Green Cell - Department Input			
Division:			Community Relations - 1017					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			Salaries for 3 employees	\$ 74,432.96	\$ 83,743.75	\$ 83,743.75	\$ 83,743.75
1222	Summer Youth Program				\$ -	\$ -	\$ -	\$ -
1260	Salaries & Wages Part-Time	PT/TP		Temporary PT employee @\$15/hr working 1040 hrs (split 50% CR & 50% CDBG)	\$ -	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00
1262	Salaries & Wages Perm. Part-Time	PPT			\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus				\$ 411.12	\$ -	\$ -	\$ -
1278	Wellness Earnings			Wellness for 1 employee @\$300	\$ 392.36	\$ 300.00	\$ 300.00	\$ 300.00
1280	Vacation Pay Out			FY 21-payout for S. Simpson-Carter	\$ 9,939.63	\$ -	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1278 X 7.65%	\$ 5,755.59	\$ 7,026.05	\$ 7,026.05	\$ 7,026.05
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1278 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 7,681.64	\$ 9,471.42	\$ 9,471.42	\$ 9,471.42
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 3,009.46	\$ 3,349.75	\$ 3,349.75	\$ 3,349.75
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 7,806.00	\$ 9,684.00	\$ 9,684.00	\$ 9,684.00
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	\$ -	\$ 28.00	\$ 28.00	\$ 28.00
1860	Worker's Compensation			Provided by Finance	\$ 892.70	\$ 919.00	\$ 919.00	\$ 919.00
Total Salaries & Benefits					\$ 110,435.94	\$ 122,436.45	\$ 122,436.45	\$ 122,436.45
1932	Medical Exams							
2201	Comm/Empl Awards & Functions			To offset any overage cost for City sponsored events and special awards (i.e. MLK luncheon, Interfaith Breakfast, Human Relations Banquet, other community engagements)	\$ 1,500.00	\$ 11,000.00	\$ 1,500.00	\$ 1,500.00
2202	Luncheon/Dinner Meetings			Staff to attend City sponsored and other community sponsored events that foster cultural diversity, harmony, and civic engagement	\$ 50.00	\$ 500.00	\$ 500.00	\$ 500.00
2203	Employee Appreciation			2 FTE & 1 TE x \$16 per employee for annual Christmas party allowance (CDBG funds cannot be used for this purpose, therefore cost for CD Specialist has been added)	\$ -	\$ 48.00	\$ 48.00	\$ 48.00
2323	Other Training	y		Trainings related to Community Relations (Racial Equity,Fair Housing, Inclusion, Diversity, etc.) for 2 FTE	\$ -	\$ 4,715.00	\$ 4,630.00	\$ 4,630.00
2601	Office Supplies			To purchase material and supplies needed for the day-to-day operations of the department (i.e. toner, ink, pens, paper, etc.)	\$ 100.00	\$ 1,375.00	\$ 100.00	\$ 100.00
2985	Meals & Nutrition Supplies			Funding for agencies providing summer feeding programs	\$ -	\$ 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, chairs, etc.)	\$ 500.00	\$ 1,350.00	\$ 500.00	\$ 500.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Green Cell - Department Input			
Dept #:			Community Relations - 1017					
Division:			Community Relations - 1017					
Dept. Head-Felecia Williams								
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3121	Travel	y	Meals, lodging, per diem, and travel associated with training	\$ -	\$ 2,348.00	\$ 2,348.00	\$ 2,348.00	
3250	Postage			\$ 200.00	\$ 300.00	\$ -	\$ -	
3421	Copy Machine Cost		Rental cost and overage charges associated with printers and computers	\$ 200.00	\$ 1,084.00	\$ 200.00	\$ 200.00	
3521	Office Machine Maintenance		Cost and repair associated with printers and computers	\$ 1,650.00	\$ 3,379.00	\$ 1,650.00	\$ 1,650.00	
3700	Advertising		Goldsboro News-Argus: legal and non-legal print advertising department related events and program offered	\$ 200.00	\$ 1,175.00	\$ 200.00	\$ 200.00	
3702	Communications and Marketing		Curtis Media Group: online and radio marketing of City events facilitated by the department	\$ 200.00	\$ 1,600.00	\$ 200.00	\$ 200.00	
3914	Contract Services	y		\$ -	\$ -	\$ -	\$ -	
4511	Multi-Peril Insurance		Provided by Finance	\$ 79.00	\$ 82.00	\$ 82.00	\$ 82.00	
4541	Employee Personal Liability		Provided by Finance	\$ 11.00	\$ 12.00	\$ 12.00	\$ 12.00	
4912	Fees & Dues	y		\$ -	\$ -	\$ -	\$ -	
9561	Office Supplies		To purchase in-house supplies (i.e. envelopes, pens, etc.)	\$ 215.00	\$ 300.00	\$ 300.00	\$ 300.00	
3250A	Postage-Internal Charges only!		Mailing and shipping costs for letters, program applications, other correspondence			\$ 300.00	\$ 300.00	
Total Operating Expenditures				\$ 4,905.00	\$ 43,268.00	\$ 26,570.00	\$ 26,570.00	
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -	
Total Debt Service				\$ -	\$ -	\$ -	\$ -	
Total Community Relations-Community Relations				\$ 115,340.94	\$ 165,704.45	\$ 149,006.45	\$ 149,006.45	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Felecia Williams			
Dept #: Community Relations - 1017							
Division: Community Relations - 1017							
Account: 2323 Other Training							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		State Youth Council Mini-Grant Conference (Location TBD by State office) @ \$200 fee x no more than 5 GYC members	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2		State Youth Council Team Building Conference (Location TBD by State office) @ \$200 fee x no more than 5 GYC members	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
3		State Youth Council Service Learning Conference (Location TBD by State office) @ \$200 fee x no more than 5 GYC members	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4		State Youth Council Spring Convention @ \$275 fee x no more than 5 GYC members	\$ -	\$ 1,375.00	\$ 1,375.00	\$ 1,375.00	
5		Annual Youth Legislative Assembly (YLA) at N.C. General Assembly @ \$85 fee x no more than 4 GYC members	\$ -	\$ 340.00	\$ 255.00	\$ 255.00	
6							
7							
8							
9							
10							
		Total - 2323 Other Training	\$ -	\$ 4,715.00	\$ 4,630.00	\$ 4,630.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Dept. Head-Felecia Williams

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

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	State Youth Council Mini-Grant Conference (Location TBD by State office) @ \$51 per diem x no more than 5 GYC members + 2 staff + van rental of \$184		\$ 541.00	\$ 541.00	\$ 541.00	
2	State Youth Council Team Building Conference (Location TBD by State office) @ \$51 per diem x no more than 5 GYC members + 2 staff + van rental of \$184		\$ 541.00	\$ 541.00	\$ 541.00	
3	State Youth Council Service Learning Conference (Location TBD by State office) @ \$51 per diem x no more than 5 GYC members + 2 staff + van rental of \$184		\$ 541.00	\$ 541.00	\$ 541.00	
4	State Youth Council Spring Convention @ \$51 per diem X no more than 5 GYC members + 2 staff + van rental of \$184		\$ 541.00	\$ 541.00	\$ 541.00	
5	Annual Youth Legislative Assembly (YLA) at N.C. General Assembly -van rental of \$184 (3 meals/day included in registration) x no more than 4 GYC members + 2 staff		\$ 184.00	\$ 184.00	\$ 184.00	
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ -	\$ 2,348.00	\$ 2,348.00	\$ 2,348.00	

FISCAL YEAR 2021-22 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, for both on-site and livestreamed performances.
- Develop mission-specific community relationships to increase youth attendance, and diversity both on stage and in the audience.
- Ensure that facility and equipment are current and well maintained to preserve City investment and enhance theatre profile.
- Incorporate grant-funded residency workshops for community engagement in music, theatre, and dance.

SIGNIFICANT BUDGET ISSUES:

1. Full-time Technical Director is an industry standard, ensuring public safety and preservation of investment in facility and equipment. Cost is offset by part-time staff savings, repair/maintenance savings, and efficiency.
2. Building Maintenance includes repair/replacement of deteriorated 13 year-old awnings, and a proposal for adding “mini-splits” to the HVAC system to reduce electrical costs and extend life-expectancy of main HVAC unit. Cost of addition likely recouped in 1-2 years of operation.
3. Performing Art Series contracts will not be finalized until capacity restrictions allow ticket revenue to offset cost.

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 116,699.77	\$ 133,012.40	\$ 133,012.40	\$ 157,012.40	\$ 171,517.92	28.95%	\$ 133,012.40	0.00%	\$ 133,012.40	0.00%
1220	Salaries & Wages Overtime	\$ 1,305.18	\$ 1,000.00	\$ 1,000.00	\$ 200.00	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 719.94	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	0.00%	\$ 700.00	0.00%	\$ 700.00	0.00%
1260	Salaries & Wages Part-Time	\$ 86,111.93	\$ 64,353.44	\$ 64,353.44	\$ 19,500.00	\$ 40,000.00	-37.84%	\$ 25,000.00	-61.15%	\$ 25,000.00	-61.15%
1262	Salaries & Wages Perm. Part-Time	\$ 1,754.40	\$ -	\$ -	\$ 47,853.44	\$ 26,908.00	~	\$ 50,908.00	~	\$ 50,908.00	~
1275	Salaries & Wages Bonus	\$ 1,069.02	\$ -	\$ -	\$ 506.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 519.30	\$ -	\$ -	\$ 600.00	\$ 900.00	~	\$ 900.00	~	\$ 900.00	~
1280	Vacation Pay Out	\$ 4,221.50			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 15,828.86	\$ 15,228.54	\$ 15,228.54	\$ 17,317.45	\$ 18,361.98	20.58%	\$ 16,104.81	5.75%	\$ 16,104.81	5.75%
1821	NCLGERS-Retirement	\$ 11,279.21	\$ 13,754.14	\$ 13,754.14	\$ 23,112.56	\$ 27,146.93	97.37%	\$ 20,982.36	52.55%	\$ 20,982.36	52.55%
1822	401-K Retirement	\$ 4,965.62	\$ 5,388.50	\$ 5,388.50	\$ 9,054.87	\$ 9,601.04	78.18%	\$ 7,420.82	37.72%	\$ 7,420.82	37.72%
1830	Hospital Insurance	\$ 10,876.68	\$ 13,080.00	\$ 13,080.00	\$ 13,080.00	\$ 19,368.00	48.07%	\$ 12,912.00	-1.28%	\$ 12,912.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 25.40	\$ 76.32	\$ 76.32	\$ 114.48	\$ 114.48	*	\$ 76.32	*	\$ 76.32	*
1850	Unemployment Compensation	\$ 281.62	\$ 108.00	\$ 108.00	\$ 108.00	\$ 62.00	*	\$ 62.00	*	\$ 62.00	*
1860	Worker's Compensation	\$ 194.00	\$ 203.00	\$ 203.00	\$ 246.89	\$ 254.00	*	\$ 254.00	*	\$ 254.00	*
	Total Salaries & Benefits	\$ 255,852.43	\$ 246,904.34	\$ 246,904.34	\$ 289,406.09	\$ 314,934.35	27.55%	\$ 268,332.70	8.68%	\$ 268,332.70	8.68%
1915	Bank Fees	\$ 644.41	\$ 680.00	\$ 680.00	\$ 680.00	\$ 680.00	0.00%	\$ 680.00	0.00%	\$ 680.00	0.00%
1932	Medical Exams	\$ 164.05			\$ -	\$ -	*	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 3,887.36	\$ 5,600.00	\$ 5,600.00	\$ 2,500.00	\$ 5,600.00	0.00%	\$ 2,500.00	-55.36%	\$ 2,500.00	-55.36%
2121	Uniforms	\$ 223.80	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
2203	Employee Appreciation	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
2391	First Aid	\$ 1,519.00			\$ -	\$ 75.00	*	\$ 75.00	*	\$ 75.00	*
2601	Office Supplies	\$ 225.51	\$ 300.00	\$ 300.00	\$ 50.00	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
2926	Food & Beverage Resale-PARAMOUNT	\$ 221.95	\$ 2,030.46	\$ 2,030.46	\$ 1,000.00	\$ 2,000.00	-1.50%	\$ 500.00	*	\$ 500.00	*
2929	Alcohol for Resale-PARAMOUNT	\$ 561.14	\$ 2,250.00	\$ 2,250.00	\$ 1,650.00	\$ 2,250.00	0.00%	\$ 1,000.00	-55.56%	\$ 1,000.00	-55.56%
2932	Food & Beverage Commiss-PARAMOUNT		\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	0.00%	\$ 850.00	0.00%	\$ 850.00	0.00%
2993	Operational Supplies	\$ 10,821.82	\$ 4,685.00	\$ 4,685.00	\$ 6,500.00	\$ 7,160.00	52.83%	\$ 3,500.00	-25.29%	\$ 3,500.00	-25.29%
3121	Travel	\$ 2,142.34	\$ 900.00	\$ 900.00	\$ -	\$ 985.00	9.44%	\$ 985.00	9.44%	\$ 985.00	9.44%
3250	Postage	\$ 152.30	\$ 150.00	\$ 150.00	\$ -	\$ 150.00	*	\$ -	*	\$ -	*
3310	Electricity	\$ 52,960.67	\$ 33,750.00	\$ 33,750.00	\$ 39,133.15	\$ 20,000.00	-40.74%	\$ 25,000.00	-25.93%	\$ 25,000.00	-25.93%
3330	Natural Gas	\$ 4,386.85	\$ 1,550.00	\$ 1,550.00	\$ 1,567.00	\$ 1,550.00	0.00%	\$ 1,550.00	0.00%	\$ 1,550.00	0.00%
3410	Printing	\$ 4,577.14	\$ 2,410.00	\$ 2,410.00	\$ 1,200.00	\$ 6,910.00	186.72%	\$ 1,200.00	-50.21%	\$ 1,200.00	-50.21%
3421	Copy Machine Cost	\$ 512.10	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	0.00%	\$ 700.00	0.00%	\$ 700.00	0.00%
3511	Building Maintenance	\$ 30,399.18	\$ 29,350.00	\$ 29,350.00	\$ 35,000.00	\$ 39,150.00	33.39%	\$ 34,650.00	18.06%	\$ 34,650.00	18.06%
3700	Advertising	\$ 8,094.38	\$ 8,800.00	\$ 8,800.00	\$ 6,500.00	\$ 9,400.00	6.82%	\$ 6,400.00	-27.27%	\$ 6,400.00	-27.27%
3813	Paramount Ticket Payments	\$ 164,837.23	\$ 200,000.00	\$ 200,000.00	\$ 80,000.00	\$ 150,000.00	-25.00%	\$ 150,000.00	-25.00%	\$ 150,000.00	-25.00%
4511	Multi-Peril Insurance	\$ 4,539.81	\$ 4,774.00	\$ 4,774.00	\$ 3,864.00	\$ 3,980.00	-16.63%	\$ 3,980.00	-16.63%	\$ 3,980.00	-16.63%
4541	Employee Personal Liability	\$ 6.00	\$ 6.00	\$ 6.00	\$ 5.27	\$ 5.00	*	\$ 5.00	*	\$ 5.00	*
4911	Subscriptions	\$ -	\$ 152.00	\$ 152.00	\$ 152.00	\$ 152.00	*	\$ 152.00	*	\$ 152.00	*
4912	Fees & Dues	\$ 1,404.96	\$ 1,615.00	\$ 1,615.00	\$ 1,615.00	\$ 1,245.00	-22.91%	\$ 1,245.00	-22.91%	\$ 1,245.00	-22.91%
4924	Performance Series	\$ 54,028.18	\$ 58,530.00	\$ 58,530.00	\$ 8,500.00	\$ 53,430.00	-8.71%	\$ 37,300.00	-36.27%	\$ 37,300.00	-36.27%
9561	Office Supplies	\$ 79.70	\$ 100.00	\$ 100.00	\$ 60.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 150.00	*	\$ 150.00	*
	Total Operating Expenditures	\$ 346,389.88	\$ 359,632.46	\$ 359,632.46	\$ 191,976.42	\$ 307,072.00	-14.62%	\$ 273,222.00	-24.03%	\$ 273,222.00	-24.03%
5816	Furnace/Electric Air Conditioner				\$ -	\$ 30,000.00	~	\$ 30,000.00	~	\$ 30,000.00	~
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	~	\$ 30,000.00	~	\$ 30,000.00	~
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Paramount-~ Budget	\$ 602,242.31	\$ 606,536.80	\$ 606,536.80	\$ 481,382.51	\$ 652,006.35	7.50%	\$ 571,554.70	-5.77%	\$ 571,554.70	-5.77%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Paramount - 1018				
Division:			~ - 1018				
			Dept. Head-Adam Twiss				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
1210	Salaries & Wages Regular		two full time at present, requesting reclassification of Technical Director from PPT to FT grade 73 exempt	\$ 157,012.40	\$ 171,517.92	\$ 133,012.40	\$ 133,012.40
1220	Salaries & Wages Overtime		Able to minimize in 20-21, can eliminate entirely with FT TD, Add \$2000 if FT Tech Director not approved.	\$ 200.00	\$ -	\$ -	\$ -
1224	Cell Phone Stipend		Adam	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
1260	Salaries & Wages Part-Time	PT/TP	Building Attendants (\$12,000)+Technicians (\$28,000); Add \$25,000 to technicians if FT TD not approved.	\$ 19,500.00	\$ 40,000.00	\$ 25,000.00	\$ 25,000.00
1262	Salaries & Wages Perm. Part-Time	PPT	Includes: \$9555 for custodian, \$17,550 for Admin/Box Office. Add \$28,000 if request for FT Tech Director is not approved.	\$ 47,853.44	\$ 26,908.00	\$ 50,908.00	\$ 50,908.00
1275	Salaries & Wages Bonus			\$ 506.00		\$ -	\$ -
1278	Wellness Earnings		3 staff @ \$300	\$ 600.00	\$ 900.00	\$ 900.00	\$ 900.00
1280	Vacation Pay Out					\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,317.45	\$ 18,361.98	\$ 16,104.81	\$ 16,104.81
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 23,112.56	\$ 27,146.93	\$ 20,982.36	\$ 20,982.36
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 9,054.87	\$ 9,601.04	\$ 7,420.82	\$ 7,420.82
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 13,080.00	\$ 19,368.00	\$ 12,912.00	\$ 12,912.00
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	\$ 76.32	\$ 76.32
1850	Unemployment Compensation		Provided by Finance	\$ 108.00	\$ 62.00	\$ 62.00	\$ 62.00
1860	Worker's Compensation		Provided by Finance	\$ 246.89	\$ 254.00	\$ 254.00	\$ 254.00
Total Salaries & Benefits				\$ 289,406.09	\$ 314,934.35	\$ 268,332.70	\$ 268,332.70
1915	Bank Fees			\$ 680.00	\$ 680.00	\$ 680.00	\$ 680.00
1932	Medical Exams			\$ -	\$ -	\$ -	\$ -
2111	Cleaning Supplies		Soap, paper towels, toilet paper, trash bags \$1600); /Misc. cleaning supplies(\$300); UniFirst contract for rug cleaning (\$1920)	\$ 2,500.00	\$ 5,600.00	\$ 2,500.00	\$ 2,500.00
2121	Uniforms			\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
2203	Employee Appreciation			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
2391	First Aid		Maintain stock of simple supplies: bandages/ice packs	\$ -	\$ 75.00	\$ 75.00	\$ 75.00
2601	Office Supplies			\$ 50.00	\$ 250.00	\$ 250.00	\$ 250.00
2926	Food & Beverage Resale-PARAMOUNT		Concessions	\$ 1,000.00	\$ 2,000.00	\$ 500.00	\$ 500.00
2929	Alcohol for Resale-PARAMOUNT		Concessions	\$ 1,650.00	\$ 2,250.00	\$ 1,000.00	\$ 1,000.00
2932	Food & Beverage Commiss-PARAMOUNT		ABC Permits (\$400 beer; \$400 wine); Wayne Tax Collector (\$50) (All came from 1018-2993 FY20)	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Paramount - 1018				
Division:			~ - 1018				
			Dept. Head-Adam Twiss				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
2993	Operational Supplies		Movie licenses (\$1800); Physical blu-rays/DVDs (\$100); Square Service Fees (12 @ \$5=\$60); Ticket Stock (\$300); Piano Tuning (4 @ \$150 = \$600); Movie Night Door prizes (\$200); Misc. Lobby decoration (\$800); Misc. Technical supplies (\$1500), Front door key fob reader (\$3500).	\$ 6,500.00	\$ 7,160.00	\$ 3,500.00	\$ 3,500.00
3121	Travel	Y	All conferences are expected to have a paid remote option	\$ -	\$ 985.00	\$ 985.00	\$ 985.00
3250	Postage		mailed tickets are offset by revenue from a mailing fee	\$ -	\$ 150.00	\$ -	\$ -
3310	Electricity		Partial closure, plus focus on efficiency reduced electric expense by 30% for 2021. HVAC is responsible for 70%-90% of electric cost each month; proposal to add mini-splits for offices may reduce overall electrical costs by 50% while prolonging life-expectancy of main 70-ton unit.	\$ 39,133.15	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
3330	Natural Gas			\$ 1,567.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
3410	Printing		These numbers are based upon past seasons, the season is likely to go forward, and we will look for ways to economize with these traditional printed materials. Series Brochures (\$1500); Series Programs (\$4,500); Window posters (20@ \$18=\$360); banners (11 @ \$50= \$550)	\$ 1,200.00	\$ 6,910.00	\$ 1,200.00	\$ 1,200.00
3421	Copy Machine Cost			\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
3511	Building Maintenance		HVAC: addition of mini splits for offices (est. \$30,000) cuts annual electrical cost in half while prolonging 15-year life expectancy of main 70-ton unit (moved to Capital #5816); HVAC Maintenance Contract (\$22,000); Elevator Maintenance (\$2,800); Sprinkler/Backflow Inspection (\$500); Elevator Inspection (\$200); Rigging Inspection (\$3,500); Fire Alarm Monitoring (\$350); Light Bulbs/Batteries (\$800); Misc. Building Maintenance inc. paint, tools, etc. (\$2,000); Replacement/Repair of Awnings (est \$7000)	\$35,000	\$ 39,150.00	\$ 34,650.00	\$ 34,650.00
3700	Advertising		These numbers represent a 40% reduction over pre-covid years and may be reduced further based upon continued capacity restrictions due to Covid. The Buzz (\$1000); Go Magazine (\$1,000); Other Print (\$1,000); Curtis Media (\$1200); Other Radio (\$1,000); SFAFB (\$1,200); Social Media Promotions (\$1500); Other Misc. Advertising TBD (\$1,500)	\$ 6,500.00	\$ 9,400.00	\$ 6,400.00	\$ 6,400.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Paramount - 1018					
Division:		~ - 1018					
		Dept. Head-Adam Twiss					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
3813	Paramount Ticket Payments		This line item is entirely dependant on ticketed performance activity and covid recovery. All expenses are offset by incoming ticketing revenue; GL # 8841, 8842	\$ 80,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 3,864.00	\$ 3,980.00	\$ 3,980.00	\$ 3,980.00
4541	Employee Personal Liability		Provided by Finance	\$ 5.27	\$ 5.00	\$ 5.00	\$ 5.00
4911	Subscriptions	Y	Goldsboro News Argus	\$ 152.00	\$ 152.00	\$ 152.00	\$ 152.00
4912	Fees & Dues	Y	Music Licenses (ASCAP, BMI, SESAC) covers all City Depts.	\$ 1,615.00	\$ 1,245.00	\$ 1,245.00	\$ 1,245.00
4924	Performance Series		These performances have been rescheduled from FY 21 due to covid restrictions and will only move forward if capacity restrictions permit ticketing that can offset the cost. Otherwise, we will replace these with locally produced, cost-effective programming as we did during FY 21 which used only 13% of the total budget. Lieup includes: 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);	\$ 8,500.00	\$ 53,430.00	\$ 37,300.00	\$ 37,300.00
9561	Office Supplies			\$ 60.00	\$ 100.00	\$ 100.00	\$ 100.00
3250A	Postage-Internal Charges only!		mailed tickets are offset by revenue from a mailing fee			\$ 150.00	\$ 150.00
Total Operating Expenditures				\$ 191,976.42	\$ 307,072.00	\$ 273,222.00	\$ 273,222.00
5816	Furnace/Electric Air Conditioner		HVAC-Mini Spilts for offices		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Total Capital Outlay				\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Total Debt Service						\$ -	\$ -
Total Paramount-~ Budget				\$ 481,382.51	\$ 652,006.35	\$ 571,554.70	\$ 571,554.70

CAPITAL OUTLAY																	Fiscal Year FY21-22			
Fund:		11-General Fund				Dept. Head-Adam Twiss														
Dept #:		Paramount - 1018																		
Division:		~ - 1018																		
Current Asset Information											Replacement Asset Information									
Maintenance Cost History																				
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21	New Debt?			
1	5816											Mini Splits	Cuts Annual Electric Cost in	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	N			
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 30,000.00	\$ 30,000.00	\$ 30,000.00				

SUPPORTING SCHEDULE

Fund: 11-General Fund
Dept #: Paramount - 1018
Division: ~ - 1018
Account: 3121 Travel

Fiscal Year FY21-22
Dept. Head-Adam Twiss

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1	NC Presenters Consortium Summer Meeting - Adam Twiss (\$110 registration; \$110 mileage; \$330 hotel; \$50 meals	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
2	NC Presenters Consortium Summer Meeting - Service Manager (\$110 registration; \$172 mileage; \$330 hotel; \$120 meals)	\$ -	\$ -	\$ -	\$ -	
3	Arts Market - Every other year - Adam Twiss (\$125 registration; \$419.86 hotel & meal reimbursement)	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
4	Arts Market - Every other year - Service Manager (\$599.02 hotel & meal reimbursement)	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
5	NC Presenters Consortium - Bull Chat - Adam Twiss (ArtsMarket off years) (\$60 regsitration; \$250 hotel; \$25 mileage; \$60 meals)	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
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)	\$ -	\$ 150.00	\$ 150.00	\$ 150.00	
8	SouthArts - Performing Arts Exchange (no longer exists)	\$ -	\$ -	\$ -	\$ -	
9	APAP or other showcasing conference - Adam Twiss - \$300 membership; \$900 Registration; \$1,025 Hotel (5 nights @ \$205); \$200 flight (shared expense with Paramount Theatre Foundation)	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	
10	NC Presenters Consortium - Winter Meeting - Adam Twiss (\$125 registration; \$125 hotel; \$125 mileage	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	
11						
	Total - 3121 Travel	\$ -	\$ 985.00	\$ 985.00	\$ 985.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Goldsboro News Argus (In 4912 for FY20)	\$ 152.00	\$ 152.00	\$ 152.00	\$ 152.00	
2						
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 4911 Subscriptions	\$ 152.00	\$ 152.00	\$ 152.00	\$ 152.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Adam Twiss			
Dept #: Paramount - 1018							
Division: ~ - 1018							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1		ASCAP Music License (covers all City Departments) Credit for 2022	\$ 370.00	\$ -	\$ -	\$ -	
2		BMI Music License (covers all City Departments)	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	
3		SESAC Music License (covers all City Departments)	\$ 920.00	\$ 920.00	\$ 920.00	\$ 920.00	
4							
5							
6							
7							
8							
9							
10							
Total - 4912 Fees & Dues			\$ 1,615.00	\$ 1,245.00	\$ 1,245.00	\$ 1,245.00	

FISCAL YEAR 2021-22 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 for marketing efficacy.
- Initiate local “Wedding Expo” to be held at GEC annually.

SIGNIFICANT BUDGET ISSUES:

1. Essential exterior façade repairs due to long-term weather damage.
2. Purchase of small commercial dishwasher vs. continuing to lease one; estimated cost approximately the same as annual rental.
3. Increase Manager salary to align with the minimum recommended from the Evergreen Compensation Study.

EXPENDITURE SHEET **Fiscal Year FY21-22**

Fund: **11-General Fund**

Dept #: **1020** **Paramount**

Division: **1020** **GEC**

Dept. Head **Adam Twiss**

~ = Division by Zero

* = Change < \$500

Purple Cell-Finance Input

Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 39,560.09	\$ 40,430.84	\$ 40,430.84	\$ 40,430.84	\$ 40,430.79	-0.00%	\$ 40,430.79	-0.00%
1260	Salaries & Wages Part-Time	\$ 12,361.61	\$ 30,096.00	\$ 30,096.00	\$ 3,500.00	\$ 12,000.00	-60.13%	\$ 5,000.00	-83.39%
1262	Salaries & Wages Perm. Part-Time	\$ 492.00	\$ -	\$ -	\$ 11,000.00	\$ 18,096.00	~	\$ 13,096.00	~
1275	Salaries & Wages Bonus	\$ 412.65	\$ -	\$ -	\$ 205.57	\$ -	*	\$ -	*
1810	Social Security	\$ 3,837.73	\$ 5,395.30	\$ 5,395.30	\$ 4,202.21	\$ 5,395.30	-0.00%	\$ 4,477.30	-17.01%
1821	NCLGERS-Retirement	\$ 3,673.76	\$ 4,127.99	\$ 4,127.99	\$ 5,608.44	\$ 7,976.58	93.23%	\$ 6,053.88	46.65%
1822	401-K Retirement	\$ 1,618.62	\$ 1,617.23	\$ 1,617.23	\$ 2,197.23	\$ 2,821.07	74.44%	\$ 2,141.07	32.39%
1830	Hospital Insurance	\$ 6,389.03	\$ 6,540.00	\$ 6,540.00	\$ 6,456.00	\$ 6,456.00	-1.28%	\$ 6,456.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 44.42	\$ 38.16	\$ 38.16	\$ 38.16	\$ 38.16	*	\$ 38.16	*
1850	Unemployment Compensation		\$ 32.00	\$ 32.00	\$ 38.16	\$ 22.00	*	\$ 22.00	*
1860	Worker's Compensation	\$ 97.00	\$ 101.00	\$ 101.00	\$ 122.84	\$ 127.00	*	\$ 127.00	*
Total Salaries & Benefits		\$ 68,486.91	\$ 88,378.52	\$ 88,378.52	\$ 73,799.45	\$ 93,362.90	5.64%	\$ 77,842.20	-11.92%
1915	Bank Fees	\$ 706.94	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	0.00%	\$ 800.00	0.00%
2111	Cleaning Supplies	\$ 4,066.89	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
2121	Uniforms	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*
2203	Employee Appreciation	\$ -	\$ 20.00	\$ 20.00	\$ -	\$ 50.00	*	\$ 50.00	*
2391	First Aid		\$ 20.00	\$ 20.00	\$ 40.00	\$ 40.00	*	\$ 40.00	*
2601	Office Supplies	\$ 276.17	\$ 150.00	\$ 150.00	\$ -	\$ 75.00	*	\$ 75.00	*
2927	Food & Beverage Resale-GEC		\$ 500.00	\$ 500.00	\$ 150.00	\$ 500.00	*	\$ 500.00	*
2930	Alcohol for Resale-GEC	\$ 396.52	\$ 2,000.00	\$ 2,000.00	\$ 2,400.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
2993	Operational Supplies	\$ 14,568.15	\$ 5,640.00	\$ 5,640.00	\$ 7,500.00	\$ 7,500.00	32.98%	\$ 7,500.00	32.98%
3121	Travel	\$ -	\$ 700.00	\$ 700.00	\$ -	\$ 700.00	0.00%	\$ -	*
3250	Postage	\$ 93.10	\$ 5.00	\$ 5.00	\$ 10.00	\$ 25.00	*	\$ -	*
3310	Electricity	\$ 19,317.68	\$ 12,000.00	\$ 12,000.00	\$ 16,755.00	\$ 12,000.00	0.00%	\$ 13,200.00	10.00%
3330	Natural Gas	\$ 2,897.97	\$ 1,650.00	\$ 1,650.00	\$ 2,730.00	\$ 2,500.00	51.52%	\$ 2,500.00	51.52%
3410	Printing	\$ 462.96	\$ 800.00	\$ 800.00	\$ 200.00	\$ 1,200.00	50.00%	\$ 800.00	0.00%
3421	Copy Machine Cost	\$ 873.53	\$ 1,200.00	\$ 1,200.00	\$ 900.00	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
3511	Building Maintenance	\$ 16,883.57	\$ 10,600.00	\$ 10,600.00	\$ 20,000.00	\$ 13,100.00	23.58%	\$ 16,000.00	50.94%
3700	Advertising	\$ 1,739.18	\$ 2,250.00	\$ 2,250.00	\$ 1,700.00	\$ 4,500.00	100.00%	\$ 1,700.00	-24.44%
4511	Multi-Peril Insurance	\$ 2,502.37	\$ 2,682.00	\$ 2,682.00	\$ 1,893.41	\$ 1,950.00	-27.29%	\$ 1,950.00	-27.29%
4541	Employee Personal Liability	\$ 3.00	\$ 3.00	\$ 3.00	\$ 2.64	\$ 3.00	*	\$ 3.00	*
9561	Office Supplies	\$ 16.14	\$ 32.00	\$ 32.00	\$ -	\$ 32.00	*	\$ 32.00	*
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 20.00	*
Total Operating Expenditures		\$ 64,804.17	\$ 43,352.00	\$ 43,352.00	\$ 57,381.05	\$ 50,475.00	16.43%	\$ 50,670.00	16.88%

EXPENDITURE SHEET		Fiscal Year FY21-22							
Fund:		11-General Fund							
Dept #:	1020	Paramount							
Division:	1020	GEC							
		Dept. Head Adam Twiss ~ = Division by Zero * = Change < \$500 Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
5187	Facility Upgrades-GEC				\$ -	\$ 20,000.00	~	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	~	\$ -	*
					\$ -	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Paramount-GEC Budget	\$ 133,291.08	\$ 131,730.52	\$ 131,730.52	\$ 131,180.50	\$ 163,837.90	24.37%	\$ 128,512.20	-2.44%

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Adam Twiss	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Paramount - 1020		
Division:	GEC - 1020		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210 Salaries & Wages Regular		1 FTE	\$ 40,430.84	\$ 40,430.79	\$ 40,430.79	\$ 40,430.79
1260 Salaries & Wages Part-Time	PT/TP	Event Specific Building Attendants Pooled Position	\$ 3,500.00	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00
1262 Salaries & Wages Perm. Part-Time	PPT	The hours for this position are applied to GEC or Paramount as needed for administration and events to increase efficiency	\$ 11,000.00	\$ 18,096.00	\$ 13,096.00	\$ 13,096.00
1275 Salaries & Wages Bonus			\$ 205.57		\$ -	\$ -
1810 Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 4,202.21	\$ 5,395.30	\$ 4,477.30	\$ 4,477.30
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 5,608.44	\$ 7,976.58	\$ 6,053.88	\$ 6,053.88
1822 401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 2,197.23	\$ 2,821.07	\$ 2,141.07	\$ 2,141.07
1830 Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 6,456.00	\$ 6,456.00	\$ 6,456.00	\$ 6,456.00
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	\$ 38.16	\$ 22.00	\$ 22.00	\$ 22.00
1860 Worker's Compensation		Provided by Finance	\$ 122.84	\$ 127.00	\$ 127.00	\$ 127.00
Total Salaries & Benefits			\$ 73,799.45	\$ 93,362.90	\$ 77,842.20	\$ 77,842.20
1915 Bank Fees			\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
2111 Cleaning Supplies		including paper products, cleaners, sanitizers	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2121 Uniforms		shirts, nametags	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
2203 Employee Appreciation			\$ -	\$ 50.00	\$ 50.00	\$ 50.00
2391 First Aid		stock of bandages, ice packs, etc	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
2601 Office Supplies			\$ -	\$ 75.00	\$ 75.00	\$ 75.00
2927 Food & Beverage Resale-GEC		New line item, formerly in 2993 (Revenue #8861)	\$ 150.00	\$ 500.00	\$ 500.00	\$ 500.00
2930 Alcohol for Resale-GEC		New line item, formerly in 2993 (Revenue #8862)	\$ 2,400.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
2993 Operational Supplies		Dishwasher purch vs. rental (\$1,140); rental amenity additions (\$1,000); Misc. lobby and décor items (\$1000)	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3121 Travel	Y	Leadership Wayne - Ben Farlow; Budgeted for FY20 not able to use	\$ -	\$ 700.00	\$ -	\$ -
3250 Postage			\$ 10.00	\$ 25.00	\$ -	\$ -
3310 Electricity			\$ 16,755.00	\$ 12,000.00	\$ 13,200.00	\$ 13,200.00
3330 Natural Gas			\$ 2,730.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3410 Printing			\$ 200.00	\$ 1,200.00	\$ 800.00	\$ 800.00
3421 Copy Machine Cost			\$ 900.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3511 Building Maintenance		Overdue repair of side portico façade included in capital. HVAC contract (\$9,000); Pest Control (\$600); Misc. facility repairs (\$3,500)	\$ 20,000.00	\$ 13,100.00	\$ 16,000.00	\$ 16,000.00
3700 Advertising		Wedding Expos (\$2,000); Local print (\$1,500); Social Media (\$500); Other ads (\$500)	\$ 1,700.00	\$ 4,500.00	\$ 1,700.00	\$ 1,700.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Adam Twiss		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Paramount - 1020					
Division:		GEC - 1020					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,893.41	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
4541	Employee Personal Liability		Provided by Finance	\$ 2.64	\$ 3.00	\$ 3.00	\$ 3.00
9561	Office Supplies			\$ -	\$ 32.00	\$ 32.00	\$ 32.00
3250A	Postage-Internal Charges only!					\$ 20.00	\$ 20.00
Total Operating Expenditures				\$ 57,381.05	\$ 50,475.00	\$ 50,670.00	\$ 50,670.00
5187	Facility Upgrades-GEC				\$ 20,000.00	\$ -	\$ -
Total Capital Outlay				\$ -	\$ 20,000.00	\$ -	\$ -
Total Debt Service						\$ -	\$ -
Total Paramount-GEC Budget				\$ 131,180.50	\$ 163,837.90	\$ 128,512.20	\$ 128,512.20

CAPITAL OUTLAY																
Fiscal Year FY21-22																
Fund:		11-General Fund					Dept. Head-Adam Twiss									
Dept #:		Paramount - 1020														
Division:		GEC - 1020														

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund:		11-General Fund		Dept. Head-Adam Twiss			
Dept #:		Paramount - 1020					
Division:		GEC - 1020					
Account:		3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Leadership Wayne - Ben Farlow - budgeted FY 20 but not used	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	
2		Per CM 5/21/21 cut			\$ (700.00)	\$ (700.00)	
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3121 Travel	\$ -	\$ 700.00	\$ -	\$ -	

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund			Dept. Head Catherine Gwynn								
Dept #: 1019 Finance			~ = Division by Zero								
Division: 1019 Postage Service Credits			* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4974	Postage Credits	\$ (15,354.68)	\$ (30,000.00)	\$ (30,000.00)	\$ (29,334.00)	\$ (35,972.00)	*	\$ (32,542.00)	*	\$ (32,542.00)	*
Total Operating Expenditures		\$ (15,354.68)	\$ (32,140.00)	\$ (32,140.00)	\$ (29,334.00)	\$ (35,972.00)	*	\$ (32,542.00)	*	\$ (32,542.00)	*
Total Finance-Postage Service Credits Budget		\$ (15,354.68)	\$ (32,140.00)	\$ (32,140.00)	\$ (29,334.00)	\$ (35,972.00)	*	\$ (32,542.00)	*	\$ (32,542.00)	*

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Finance - 1019					
Division:		Postage Service Credits - 1019					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4974	Postage Credits		See Schedule	\$ (29,334.00)	\$ (35,972.00)	\$ (32,542.00)	\$ (32,542.00)
	Total Operating Expenditures			\$ (29,334.00)	\$ (35,972.00)	\$ (32,542.00)	\$ (32,542.00)
	Total Finance-Postage Service Credits Budget			\$ (29,334.00)	\$ (35,972.00)	\$ (32,542.00)	\$ (32,542.00)

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

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Internal Postage Charges - Acct #3250A					
2	1011	1011-Mayor/Council	\$ (100.00)	\$ (175.00)	\$ (175.00)	\$ (175.00)	
3	1012	1012-City Manager	\$ (175.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
4	1016	1016-HR	\$ (300.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
5	1017	1017-Community Relations	\$ (200.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
6	1018	1018-Paramount	\$ -	\$ (150.00)	\$ (150.00)	\$ (150.00)	
7	1020	1020-GEC	\$ (10.00)	\$ (25.00)	\$ (20.00)	\$ (20.00)	
8	1024	1024-Inspections	\$ (2,500.00)	\$ (4,000.00)	\$ (3,000.00)	\$ (3,000.00)	
9	1025	1025-DGDC	\$ (350.00)	\$ (1,800.00)	\$ (800.00)	\$ (800.00)	
10	1030	1030-Information Technology	\$ (200.00)	\$ (200.00)	\$ (100.00)	\$ (100.00)	
11	1111	1111-PW-Admin	\$ -	\$ (50.00)	\$ (50.00)	\$ (50.00)	
12	1114	1114-PW-Garage	\$ (10.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)	
13	1133	1133-PW-Bldg Maintanance	\$ -	\$ (10.00)	\$ (10.00)	\$ (10.00)	
14	1142	1142-PW-Cemetery	\$ (10.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)	
15	2111	2111-Finance	\$ (5,000.00)	\$ (5,000.00)	\$ (4,500.00)	\$ (4,500.00)	
16	3151	3151-Planning	\$ (5,256.00)	\$ (7,212.00)	\$ (6,712.00)	\$ (6,712.00)	
17	4134	4134-PW-Streets	\$ (3.00)	\$ (10.00)	\$ (10.00)	\$ (10.00)	
18	4143	4143-PW-Solid Waste	\$ (20.00)	\$ (20.00)	\$ (20.00)	\$ (20.00)	
19	4172	4172-Engineering	\$ (100.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
20	5120	5120-Fire	\$ (650.00)	\$ (650.00)	\$ (650.00)	\$ (650.00)	
21	6121	6121-Police	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)	
22	7460	7460-Parks & Rec	\$ (350.00)	\$ (500.00)	\$ (350.00)	\$ (350.00)	
23	7461	7461-Golf	\$ (200.00)	\$ (250.00)	\$ (75.00)	\$ (75.00)	
24	4137	4137-Stormwater	\$ -	\$ -	\$ -	\$ -	
25	4174	4174-Billing & Meters Services	\$ -	\$ (200.00)	\$ (200.00)	\$ (200.00)	
26	4175	4175-PW-Maintenance	\$ (700.00)	\$ (700.00)	\$ (700.00)	\$ (700.00)	
27	4176	4176-PU-Water	\$ (4,800.00)	\$ (4,800.00)	\$ (4,800.00)	\$ (4,800.00)	
28	4177	4177-PU-Waste	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	
29	4179	4179-PU-Compost	\$ (3,600.00)	\$ (3,600.00)	\$ (3,600.00)	\$ (3,600.00)	

SUPPORTING SCHEDULE				Fiscal Year FY20-21			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 1019							
Division: Postage Service Credits - 1019							
Account: 4974 Postage Credits							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
30	9077	9077-T & T	\$ (1,100.00)	\$ (1,800.00)	\$ (1,800.00)	\$ (1,800.00)	
		Total - 4974 Postage Credits	\$ (29,334.00)	\$ (35,972.00)	\$ (32,542.00)	\$ (32,542.00)	

FISCAL YEAR 2021-22 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 FY21-22							
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 438,349.87	\$ 402,034.63	\$ 402,034.63	\$ 396,328.72	\$ 401,104.89	-0.23%	\$ 401,104.89	-0.23%
1275	Salaries & Wages Bonus	\$ 3,301.33	\$ -	\$ -	\$ 1,439.00	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,984.88	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	~	\$ 1,800.00	~
1810	Social Security	\$ 32,463.75	\$ 30,755.64	\$ 30,755.64	\$ 30,566.93	\$ 30,822.22	0.22%	\$ 30,822.22	0.22%
1821	NCLGERS-Retirement	\$ 40,216.48	\$ 41,047.73	\$ 41,047.73	\$ 40,795.86	\$ 45,568.54	11.01%	\$ 45,568.54	11.01%
1822	401-K Retirement	\$ 17,745.32	\$ 16,081.39	\$ 16,081.39	\$ 15,982.71	\$ 16,116.20	0.22%	\$ 16,116.20	0.22%
1830	Hospital Insurance	\$ 51,023.30	\$ 45,780.00	\$ 45,780.00	\$ 44,172.24	\$ 45,192.00	-1.28%	\$ 45,192.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 228.65	\$ 267.12	\$ 267.12	\$ 267.12	\$ 267.12	*	\$ 267.12	*
1850	Unemployment Compensation		\$ 208.00	\$ 208.00	\$ 87.62	\$ 127.00	*	\$ 127.00	*
1860	Worker's Compensation	\$ 2,048.00	\$ 2,137.00	\$ 2,137.00	\$ 2,599.03	\$ 2,677.00	25.27%	\$ 2,677.00	25.27%
	Total Salaries & Benefits	\$ 587,361.58	\$ 538,311.51	\$ 538,311.51	\$ 534,039.23	\$ 543,674.97	1.00%	\$ 543,674.97	1.00%
1915	Bank Fees	\$ 9,863.07	\$ 10,000.00	\$ 10,000.00	\$ 8,930.00	\$ 10,000.00	0.00%	\$ 9,000.00	-10.00%
1932	Medical Exams	\$ 27.00	\$ 200.00	\$ 200.00	\$ 170.00	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ 5,122.15	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ -	*
2123	Protective Clothing	\$ -	\$ 800.00	\$ 800.00	\$ 600.00	\$ 800.00	0.00%	\$ 800.00	0.00%
2203	Employee Appreciation	\$ 110.59	\$ 112.00	\$ 112.00	\$ 105.00	\$ 112.00	*	\$ 112.00	*
2323	Other Training	\$ 2,333.52	\$ 6,074.00	\$ 6,074.00	\$ 5,540.00	\$ 6,600.00	8.66%	\$ 3,400.00	-44.02%
2501	Vehicle Operation/Maintenance	\$ 1,849.37	\$ 3,750.00	\$ 3,750.00	\$ 2,000.00	\$ 3,750.00	0.00%	\$ -	*
2502	Vehicle Fuel	\$ 3,423.56	\$ 7,500.00	\$ 7,500.00	\$ 3,500.00	\$ 7,500.00	0.00%	\$ -	*
2601	Office Supplies	\$ 2,404.63	\$ 3,450.00	\$ 3,450.00	\$ 1,800.00	\$ 3,450.00	0.00%	\$ 1,800.00	-47.83%
2992	Rodent Control	\$ 25.96			\$ -	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 799.90	\$ 675.00	\$ 675.00	\$ 600.00	\$ 675.00	0.00%	\$ 675.00	0.00%
3121	Travel	\$ 2,165.32	\$ 5,600.00	\$ 5,600.00	\$ 8,461.00	\$ 11,361.00	102.88%	\$ 8,467.00	51.20%
3210	Telephone	\$ 6,274.16	\$ 3,840.00	\$ 3,840.00	\$ 6,816.00	\$ 7,548.00	96.56%	\$ 6,848.00	78.33%
3250	Postage	\$ 2,212.05	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 4,000.00	0.00%	\$ -	*

EXPENDITURE SHEET Fiscal Year FY21-22									
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)
3410	Printing	\$ -	\$ 375.00	\$ 375.00	\$ 200.00	\$ 375.00	*	\$ 375.00	*
3421	Copy Machine Cost	\$ 1,427.66	\$ 1,400.00	\$ 1,400.00	\$ 1,383.00	\$ 1,400.00	0.00%	\$ 1,400.00	0.00%
3511	Building Maintenance				\$ -	\$ 25,000.00	~	\$ -	*
3522	Machine/Equipment Maintenance	\$ -	\$ 262.00	\$ 262.00	\$ 600.00	\$ 600.00	129.01%	\$ 600.00	129.01%
3954	House Securement	\$ 1,745.00			\$ -	\$ -	*	\$ -	*
3993	Building Demolition	\$ 164,688.00			\$ -	\$ -	*	\$ -	*
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 274.99	\$ 283.00	*	\$ 283.00	*
4521	Auto Liability	\$ 1,475.00	\$ 1,549.00	\$ 1,549.00	\$ 1,609.07	\$ 1,657.00	6.97%	\$ 1,657.00	6.97%
4541	Employee Personal Liability	\$ 45.00	\$ 45.00	\$ 45.00	\$ 39.54	\$ 41.00	*	\$ 41.00	*
4911	Subscriptions	\$ 162.00	\$ 200.00	\$ 200.00	\$ 171.00	\$ 200.00	*	\$ 200.00	*
4912	Fees & Dues	\$ 896.00	\$ 1,630.00	\$ 1,630.00	\$ 1,540.00	\$ 1,640.00	0.61%	\$ 1,640.00	0.61%
9561	Office Supplies	\$ 238.69	\$ 400.00	\$ 400.00	\$ 370.00	\$ 400.00	*	\$ 400.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 2,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 3,500.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 3,000.00	~
	Total Operating Expenditures	\$ 207,288.63	\$ 61,862.00	\$ 61,862.00	\$ 57,709.60	\$ 97,592.00	57.76%	\$ 46,398.00	-25.00%
5412	Compact Pick-Up Trucks	\$ 20,403.29			\$ -	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 20,403.29	\$ -	\$ -	\$ -	\$ -	*	\$ -	*
	Total Inspections~ Budget	\$ 815,053.50	\$ 600,173.51	\$ 600,173.51	\$ 591,748.83	\$ 641,266.97	6.85%	\$ 590,072.97	-1.68%

JUSTIFICATION SHEET		Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			\$ 396,328.72	\$ 401,104.89	\$ 401,104.89	\$ 401,104.89
1275	Salaries & Wages Bonus			\$ 1,439.00		\$ -	\$ -
1278	Wellness Earnings			\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 30,566.93	\$ 30,822.22	\$ 30,822.22	\$ 30,822.22
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 40,795.86	\$ 45,568.54	\$ 45,568.54	\$ 45,568.54
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 15,982.71	\$ 16,116.20	\$ 16,116.20	\$ 16,116.20
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 44,172.24	\$ 45,192.00	\$ 45,192.00	\$ 45,192.00
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	\$ 267.12	\$ 267.12	\$ 267.12	\$ 267.12
1850	Unemployment Compensation		Provided by Finance	\$ 87.62	\$ 127.00	\$ 127.00	\$ 127.00
1860	Worker's Compensation		Provided by Finance	\$ 2,599.03	\$ 2,677.00	\$ 2,677.00	\$ 2,677.00
Total Salaries & Benefits				\$ 534,039.23	\$ 543,674.97	\$ 543,674.97	\$ 543,674.97
1915	Bank Fees			\$ 8,930.00	\$ 10,000.00	\$ 9,000.00	\$ 9,000.00
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/Business Reg renewal/Consulting costs	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
2123	Protective Clothing		Protective Clothing (gloves, footwear, vests) for Inspectors	\$ 600.00	\$ 800.00	\$ 800.00	\$ 800.00
2203	Employee Appreciation		Request \$16 pp for annual Christmas Party (7 people)	\$ 105.00	\$ 112.00	\$ 112.00	\$ 112.00
2323	Other Training	Y	State mandatory continuing ed classes and seminars	\$ 5,540.00	\$ 6,600.00	\$ 3,400.00	\$ 3,400.00
2501	Vehicle Operation/Maintenance		Operation expenses of all Inspection vehicles (4)	\$ 2,000.00	\$ 3,750.00		\$ -
2502	Vehicle Fuel		Gas for all Inspection vehicles (4)	\$ 3,500.00	\$ 7,500.00		\$ -
2601	Office Supplies		General office supplies/toner cartridges (3 printers)	\$ 1,800.00	\$ 3,450.00	\$ 1,800.00	\$ 1,800.00
2992	Rodent Control		To be removed			\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY21-22		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Allen Anderson	Green Cell - Department Input
Dept #:	Inspections - 1024		
Division:	~ - 1024		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2993	Operational Supplies		Replacement batteries, fire extinguishers, tool boxes for trucks	\$ 600.00	\$ 675.00	\$ 675.00	\$ 675.00
3121	Travel	Y	Annual meetings/seminars for Inspectors	\$ 8,461.00	\$ 11,361.00	\$ 8,467.00	\$ 8,467.00
3210	Telephone		Cell phones and Ipad charges of \$629 per mo.	\$ 6,816.00	\$ 7,548.00	\$ 6,848.00	\$ 6,848.00
3250	Postage		Postage for mailing permits/Bus. Reg./ABC license	\$ 3,000.00	\$ 4,000.00		\$ -
3410	Printing		Building permit applications/job site cards/Occupancy cards	\$ 200.00	\$ 375.00	\$ 375.00	\$ 375.00
3421	Copy Machine Cost		Lease & Insurance/Year \$1,082.76	\$ 1,383.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
3511	Building Maintenance		Replace carpet in Inspections/Planning/Engineering		\$ 25,000.00	\$ -	\$ -
3522	Machine/Equipment Maintenance		Est. Maint./Year \$541.32	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
3954	House Securement		Moved to Planning Dept.			\$ -	\$ -
3993	Building Demolition		Moved to Planning Dept.			\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 274.99	\$ 283.00	\$ 283.00	\$ 283.00
4521	Auto Liability		Provided by Finance	\$ 1,609.07	\$ 1,657.00	\$ 1,657.00	\$ 1,657.00
4541	Employee Personal Liability		Provided by Finance	\$ 39.54	\$ 41.00	\$ 41.00	\$ 41.00
4911	Subscriptions	Y	Goldsboro News Argus	\$ 171.00	\$ 200.00	\$ 200.00	\$ 200.00
4912	Fees & Dues	Y	Fees/Dues required to be maintained by Inspectors	\$ 1,540.00	\$ 1,640.00	\$ 1,640.00	\$ 1,640.00
9561	Office Supplies		Copy paper/envelopes for Bus. Reg./Permits/AbC license	\$ 370.00	\$ 400.00	\$ 400.00	\$ 400.00
2501A	Fleet Charges Internal Use Only!		Operation expenses of all Inspection vehicles (4)			\$ 2,000.00	\$ 2,000.00
2502A	Vehicle Fuel-Internal Charges		Gas for all Inspection vehicles (4)			\$ 3,500.00	\$ 3,500.00
3250A	Postage-Internal Charges only!		Postage for mailing permits/Bus. Reg./ABC license			\$ 3,000.00	\$ 3,500.00
	Total Operating Expenditures			\$ 57,709.60	\$ 97,592.00	\$ 46,398.00	\$ 46,898.00
5412	Compact Pick-Up Trucks				\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Inspections-~ Budget			\$ 591,748.83	\$ 641,266.97	\$ 590,072.97	\$ 590,572.97

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund:		11-General Fund		Dept. Head-Allen Anderson			
Dept #:		Inspections - 1024					
Division:		~ - 1024					
Account:		1991 Consultant Fees					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Fees to cover EnerGov online permitting/consulting expenses	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Allen Anderson			
Dept #: Inspections - 1024							
Division: ~ - 1024							
Account: 2323 Other Training							

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		State Mandated Continuing Ed Classes (75 x 20) All Inspectors	\$ 1,155.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	
2		Reg.for ICC/DOI Classes A. Anderson (Fire 111)	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
3		Reg.for ICC/DOI Classes Ray Fields (Bldg II)	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
4		Reg for ICC/DOI Classes Cindy Motsko (5 classes)	\$ 125.00	\$ 600.00	\$ 400.00	\$ 400.00	
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	\$ 219.00	
7		ICC Exams (11 x \$175) All Inspectors	\$ 1,921.00	\$ 1,921.00	\$ 1,471.00	\$ 1,471.00	
8		DOI exams (9 x \$20) All Inspectors	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	
9		ICC/COI Certificate Fees - All Inspectors	\$ 1,500.00	\$ 1,700.00	\$ 1,450.00	\$ 1,450.00	
10		Per CM 5/21/21 cut			\$ (2,000.00)	\$ (2,000.00)	
11							
		Total - 2323 Other Training	\$ 5,540.00	\$ 6,600.00	\$ 3,400.00	\$ 3,400.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund:		11-General Fund		Dept. Head-Allen Anderson			
Dept #:		Inspections - 1024					
Division:		~ - 1024					
Account:		3121 Travel					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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	\$ 600.00	\$ 600.00	
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	\$ 1,500.00	\$ 1,500.00	
7		Proposed classes for all Inspectors for certification advancement	\$ 3,661.00	\$ 3,661.00	\$ 3,167.00	\$ 3,167.00	
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		Per CM 5/21/21 cut			\$ (2,000.00)	\$ (2,000.00)	
11							
12							
13							
		Total - 3121 Travel	\$ 8,461.00	\$ 11,361.00	\$ 8,467.00	\$ 8,467.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund:		11-General Fund		Dept. Head-Allen Anderson			
Dept #:		Inspections - 1024					
Division:		~ - 1024					
Account:		4911 Subscriptions					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Goldsboro News Argus (24 weeks sub. Renewed 2 times a year)	\$ 171.00	\$ 200.00	\$ 200.00	\$ 200.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 4911 Subscriptions	\$ 171.00	\$ 200.00	\$ 200.00	\$ 200.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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	\$ 150.00	\$ 200.00	\$ 200.00	\$ 200.00	
3		N.C. Mechanical Insp. Assoc. Dues - Ray Fields	\$ 50.00	\$ 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	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	
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							
		Total - 4912 Fees & Dues	\$ 1,540.00	\$ 1,640.00	\$ 1,640.00	\$ 1,640.00	

FISCAL YEAR 2021-22 BUDGET

DEPARTMENT/DIVISION: DOWNTOWN DEVELOPMENT

DEPARTMENT OVERVIEW:

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

GOALS/MAJOR OBJECTIVES:

1. Increase continued private investment in downtown.
2. Increase residential density and development. Encourage rehabilitation of and investment in existing properties.
3. Capture an accurate vacancy rate and decrease vacancy rates from approximately 40% overall to 25%.
4. Increase quantity, diversity and quality of businesses. Support existing businesses.
5. Complete TIGER 16 Grant funded projects and position for investment in surrounding areas, including an RFP for S Center St.
6. Assisting with building the framework of an Economic Development Plan.
7. Market Union Station for future use.

SIGNIFICANT BUDGET ISSUES:

- Full implementation of the recent and remaining public capital improvement projects approved in the Master Plan: Streetscape, The Hub and residential development.
- Support Lead for NC Fellow.
- Need for adequate incentives to meet recruitment, occupancy, development and reinvestment goals.

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 152,740.51	\$ 115,007.11	\$ 122,807.11	\$ 115,007.11	\$ 161,382.00	40.32%	\$ 161,382.00	40.32%	\$ 161,382.00	40.32%
1223	Health Insurance Stipend				\$ -	\$ 3,100.00	~	\$ 3,100.00	~	\$ 3,100.00	~
1260	Salaries & Wages Part-Time	\$ 17,219.07	\$ 23,871.64	\$ 23,871.64	\$ -	\$ 28,000.00	17.29%	\$ 28,000.00	17.29%	\$ 28,000.00	17.29%
1262	Salaries & Wages Perm. Part-Time	\$ 957.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 1,534.06	\$ -	\$ -	\$ 600.08	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 727.02	\$ -	\$ -	\$ 600.08	\$ 900.12	~	\$ 900.12	~	\$ 900.12	~
1280	Vacation Pay Out	\$ 10,334.27			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 12,851.74	\$ 10,624.22	\$ 10,624.22	\$ 8,889.86	\$ 14,793.73	39.25%	\$ 14,793.73	39.25%	\$ 14,793.73	39.25%
1821	NCLGERS-Retirement	\$ 16,350.18	\$ 14,179.52	\$ 14,179.52	\$ 11,864.76	\$ 18,354.11	29.44%	\$ 18,354.11	29.44%	\$ 18,354.11	29.44%
1822	401-K Retirement	\$ 7,258.69	\$ 5,555.15	\$ 5,555.15	\$ 4,648.29	\$ 6,491.28	16.85%	\$ 6,491.28	16.85%	\$ 6,491.28	16.85%
1830	Hospital Insurance	\$ 15,478.26	\$ 13,080.00	\$ 13,080.00	\$ 15,064.00	\$ 19,368.00	48.07%	\$ 19,368.00	48.07%	\$ 19,368.00	48.07%
1835	Group Term Life Insurance Coverage	\$ 57.21	\$ 114.48	\$ 114.48	\$ 114.48	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*
1850	Unemployment Compensation		\$ 91.00	\$ 91.00	\$ -	\$ 44.00	*	\$ 44.00	*	\$ 44.00	*
1860	Worker's Compensation	\$ 2,599.50	\$ 522.00	\$ 522.00	\$ 634.86	\$ 653.91	25.27%	\$ 653.91	25.27%	\$ 653.91	25.27%
	Total Salaries & Benefits	\$ 238,107.51	\$ 183,045.12	\$ 190,845.12	\$ 157,423.52	\$ 253,201.63	38.33%	\$ 253,201.63	38.33%	\$ 253,201.63	38.33%
1932	Medical Exams	\$ 28.35			\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,500.00	10.00%	\$ 5,500.00	10.00%
2203	Employee Appreciation	\$ -	\$ 36.00	\$ 36.00	\$ 36.00	\$ 36.00	*	\$ 36.00	*	\$ 36.00	*
2323	Other Training	\$ 383.37	\$ 1,649.00	\$ 300.00	\$ 558.00	\$ 15,600.00	846.03%	\$ 14,625.00	786.90%	\$ 14,625.00	786.90%
2501	Vehicle Operation/Maintenance	\$ 25.25			\$ -	\$ -	*	\$ -	*	\$ -	*
2601	Office Supplies	\$ 3,245.71	\$ 4,279.00	\$ 4,279.00	\$ 4,279.00	\$ 5,705.00	33.33%	\$ 4,000.00	-6.52%	\$ 4,000.00	-6.52%
2993	Operational Supplies	\$ 2,686.05	\$ 2,325.00	\$ 2,325.00	\$ 2,300.00	\$ 3,000.00	29.03%	\$ 2,000.00	-13.98%	\$ 2,000.00	-13.98%
3121	Travel	\$ 2,084.95	\$ 4,473.00	\$ 973.00	\$ 16.35	\$ 5,510.00	23.18%	\$ 2,500.00	-44.11%	\$ 2,500.00	-44.11%
3250	Postage	\$ 17.50	\$ 2,850.00	\$ 350.00	\$ 350.00	\$ 1,800.00	-36.84%	\$ -	*	\$ -	*
3310	Electricity	\$ 3,722.57	\$ 4,950.00	\$ 4,950.00	\$ 3,716.21	\$ 4,000.00	-19.19%	\$ 4,000.00	-19.19%	\$ 4,000.00	-19.19%
3421	Copy Machine Cost	\$ 3,239.43	\$ 5,718.13	\$ 5,718.13	\$ 4,574.50	\$ 5,337.01	-6.67%	\$ 4,587.01	-19.78%	\$ 4,587.01	-19.78%
3510	Repairs (Insurance Claims)	\$ 950.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 7.98	\$ -	\$ -	\$ 175.43	\$ 756.00	~	\$ 300.00	*	\$ 300.00	*
3521	Office Machine Maintenance	\$ -	\$ 456.12	\$ 456.12	\$ -	\$ 456.12	*	\$ 456.12	*	\$ 456.12	*
3700	Advertising	\$ 5,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3702	Communications and Marketing	\$ 7,670.64	\$ 3,750.00	\$ 3,750.00	\$ 3,200.00	\$ 7,500.00	100.00%	\$ 3,200.00	-14.67%	\$ 3,200.00	-14.67%
3914	Contract Services	\$ 449.68	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement		\$ 1,250.00	\$ 1,250.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4391	Equipment Rent				\$ -	\$ -	*	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 6,820.93	\$ 7,185.00	\$ 7,185.00	\$ 9,992.12	\$ 10,292.00	43.24%	\$ 10,292.00	43.24%	\$ 10,292.00	43.24%
4541	Employee Personal Liability	\$ 13.00	\$ 13.00	\$ 13.00	\$ 11.42	\$ 12.00	*	\$ 12.00	*	\$ 12.00	*
4911	Subscriptions	\$ 258.43	\$ 212.00	\$ 212.00	\$ 212.00	\$ 212.00	*	\$ 212.00	*	\$ 212.00	*
4912	Fees & Dues	\$ 550.00	\$ 650.00	\$ 650.00	\$ 925.00	\$ 925.00	42.31%	\$ 925.00	42.31%	\$ 925.00	42.31%
4991	Downtown Projects	\$ 9,413.19	\$ 26,000.00	\$ 25,549.00	\$ 25,549.00	\$ 35,000.00	34.62%	\$ 20,000.00	-23.08%	\$ 20,000.00	-23.08%
9561	Office Supplies	\$ 117.80	\$ 300.00	\$ 300.00	\$ 120.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 800.00	~	\$ 800.00	~
	Total Operating Expenditures	\$ 50,684.83	\$ 71,096.25	\$ 63,296.25	\$ 61,015.03	\$ 101,441.13	42.68%	\$ 73,745.13	3.73%	\$ 73,745.13	3.73%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY20-21 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
5123	Theater Equipment				\$ -	\$ 20,000.00	~	\$ -	*	\$ -	*
5674	Christmas Decorations				\$ -	\$ 40,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	~	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Downtown Development -Downtown Deve	\$ 288,792.34	\$ 254,141.37	\$ 254,141.37	\$ 218,438.55	\$ 414,642.76	63.15%	\$ 326,946.76	28.65%	\$ 326,946.76	28.65%

JUSTIFICATION SHEET		Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			\$ 115,007.11	\$ 161,382.00	\$ 161,382.00	\$ 161,382.00
1223	Health Insurance Stipend		Insurance for PT-Fellowship Award		\$ 3,100.00	\$ 3,100.00	\$ 3,100.00
1260	Salaries & Wages Part-Time			\$ -	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00
1262	Salaries & Wages Perm. Part-Time						
1275	Salaries & Wages Bonus			\$ 600.08		\$ -	\$ -
1278	Wellness Earnings			\$ 600.08	\$ 900.12	\$ 900.12	\$ 900.12
1280	Vacation Pay Out					\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 8,889.86	\$ 14,793.73	\$ 14,793.73	\$ 14,793.73
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 11,864.76	\$ 18,354.11	\$ 18,354.11	\$ 18,354.11
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 4,648.29	\$ 6,491.28	\$ 6,491.28	\$ 6,491.28
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 15,064.00	\$ 19,368.00	\$ 19,368.00	\$ 19,368.00
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	\$ -	\$ 44.00	\$ 44.00	\$ 44.00
1860	Worker's Compensation		Provided by Finance	\$ 634.86	\$ 653.91	\$ 653.91	\$ 653.91
Total Salaries & Benefits				\$ 157,423.52	\$ 253,201.63	\$ 253,201.63	\$ 253,201.63
1932	Medical Exams						
1991	Consultant Fees	Y		\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00
2203	Employee Appreciation		3 @ \$12/ea	\$ 36.00	\$ 36.00	\$ 36.00	\$ 36.00
2323	Other Training	Y		\$ 558.00	\$ 15,600.00	\$ 14,625.00	\$ 14,625.00
2501	Vehicle Operation/Maintenance						
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 etc.	\$4,279.00	\$5,705.00	\$ 4,000.00	\$ 4,000.00
2993	Operational Supplies		Funding for this line item covers the cost for plaques, certificates, inner office memos & acknowledgements, property advertising	\$ 2,300.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
3121	Travel	Y		\$ 16.35	\$ 5,510.00	\$ 2,500.00	\$ 2,500.00
3250	Postage			\$ 350.00	\$ 1,800.00	\$ -	\$ -
3310	Electricity			\$ 3,716.21	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
3421	Copy Machine Cost			\$ 4,574.50	\$ 5,337.01	\$ 4,587.01	\$ 4,587.01
3510	Repairs (Insurance Claims)			\$ -	\$ -	\$ -	\$ -
3511	Building Maintenance			\$ 175.43	\$ 756.00	\$ 300.00	\$ 300.00
3521	Office Machine Maintenance		iPad Maintenance/Protection	\$ -	\$ 456.12	\$ 456.12	\$ 456.12
3700	Advertising						\$ -

JUSTIFICATION SHEET		Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
3702	Communications and Marketing		Includes mailings/advertisement for public meetings, digital marketing for downtown tourism and co-op advertising with Travel & Tourism	\$ 3,200.00	\$ 7,500.00	\$ 3,200.00	\$ 3,200.00
3914	Contract Services			\$ -	\$ -	\$ -	\$ -
3950	Education Reimbursement						
4391	Equipment Rent						
4511	Multi-Peril Insurance		Provided by Finance	\$ 9,992.12	\$ 10,292.00	\$ 10,292.00	\$ 10,292.00
4541	Employee Personal Liability		Provided by Finance	\$ 11.42	\$ 12.00	\$ 12.00	\$ 12.00
4911	Subscriptions	Y		\$ 212.00	\$ 212.00	\$ 212.00	\$ 212.00
4912	Fees & Dues			\$ 925.00	\$ 925.00	\$ 925.00	\$ 925.00
4991	Downtown Projects		1) Leasing Public Art for Center Street to include 9 pieces and crane rental and plaques at \$20,000 2) Wreaths for remaining 2 blocks of Streetscape and Hub at \$40,000 moved to capital 3) WiFi for S Center \$15,000 3) Outdoor movie & PA system \$20,000 moved to capital	\$ 25,549.00	\$ 35,000.00	\$ 20,000.00	\$ 20,000.00
9561	Office Supplies		copy paper from the City	\$ 120.00	\$ 300.00	\$ 300.00	\$ 300.00
3250A	Postage-Internal Charges only!		6 months @ \$300/mo for sponsorships, newsletters, grant requests, notifications etc.			\$ 800.00	\$ 800.00
Total Operating Expenditures				\$ 61,015.03	\$ 101,441.13	\$ 73,745.13	\$ 73,745.13
5123	Theater Equipment		Outdoor Movie & PA System	\$ -	\$ 20,000.00	\$ -	\$ -
5674	Christmas Decorations		Wreaths for remaining 2 blocks of Streetscape & HUB	\$ -	\$ 40,000.00	\$ -	\$ -
Total Capital Outlay				\$ -	\$ 60,000.00	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Downtown Development -Downtown De				\$ 218,438.55	\$ 414,642.76	\$ 326,946.76	\$ 326,946.76

CAPITAL OUTLAY																				Fiscal Year FY21-22									
Fund:		11-General Fund										Dept. Head-Erin Fonseca																	
Dept #:		Downtown Development - 1025																											
Division:		Downtown Development - 1025																											
		Current Asset Information								Replacement Asset Information																			
		Maintenance Cost History																											
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?	FAK #	Formal/ Informal/ State Contract?										
1	5674	N/A	N/A	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N		Wreaths	Remaining 2 blocks of Streetscape and HUB	\$ 40,000.00	\$ -	\$ -													
2	5123	N/A	N/A	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N		Outdoor Movie & PA System		\$ 20,000.00	\$ -	\$ -													
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 60,000.00	\$ -	\$ -													

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Public Art Consultant	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	
2		Downtown Master Plan Refresh					
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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

Dept. Head-Erin Fonseca

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Main Street Conference Registration for 3 FT employees	\$ 300.00	\$ 450.00	\$ 450.00	\$ 450.00	
2	Adobe Illustrator Classes	\$ -	\$ 450.00	\$ -	\$ -	
3	Misc. Opportunities	\$ 258.00	\$ 350.00	\$ 150.00	\$ 150.00	
4	UNC School of Government Classes	\$ -	\$ 1,000.00	\$ 675.00	\$ 675.00	
5	NC Idea Ecosystem Summit		\$ 350.00	\$ 350.00	\$ 350.00	
6	Training & Support-PT Employee (Fellowship award)		\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	
7						
8						
9						
10						
	Total - 2323 Other Training	\$ 558.00	\$ 15,600.00	\$ 14,625.00	\$ 14,625.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Downtown Development - 1025
Division: Downtown Development - 1025
Account: 3121 Travel

Dept. Head-Erin Fonseca

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	NC Main Street Manager's Meeting-1/year required	\$ -	\$ 400.00	\$ 200.00	\$ 200.00	
2	NC Main Street Conference 3 persons at 2 nights @\$160/night plus food/travel at \$540	\$ -	\$ 1,500.00	\$ 1,140.00	\$ 1,140.00	
3	General Mileage Reimbursement 3 @ \$25/month	\$ 16.35	\$ 900.00	\$ 300.00	\$ 300.00	
4	NCDDA Downtown Day & Meetings	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	
5	Community Support Costs i.e: Chamber events, Community Affairs Events, etc.	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
6	Staff Hosted Meetings 4 @ \$250 each	\$ -	\$ 1,000.00	\$ 750.00	\$ 750.00	
7	NC Main Street Regional Meetings - 2/year required for accreditation	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	
8	NC Main Street Orientation Classes - 4/year	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	
9	Misc Opportunities	\$ -	\$ 300.00	\$ 200.00	\$ 200.00	
10	NC Idea Ecosystem Summit 1 night @\$160/night plus food/travel at \$150	\$ -	\$ 310.00	\$ 310.00	\$ 310.00	
11	Per CM Cut 5/21/21			\$ (1,500.00)	\$ (1,500.00)	
12						
	Total - 3121 Travel	\$ 16.35	\$ 5,510.00	\$ 2,500.00	\$ 2,500.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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							
		Total - 4911 Subscriptions	\$ 212.00	\$ 212.00	\$ 212.00	\$ 212.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Erin Fonseca			
Dept #: Downtown Development - 1025							
Division: Downtown Development - 1025							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Main Street Center	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	
2		NC Downtown Development Association	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
3		Military Affairs Committee	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
4							
5							
6							
7							
8							
9							
10							
		Total - 4912 Fees & Dues	\$ 925.00	\$ 925.00	\$ 925.00	\$ 925.00	

FISCAL YEAR 2021-22 BUDGET

DEPARTMENT/DIVISION: INFORMATION TECHNOLOGY

DEPARTMENT OVERVIEW:

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

GOALS/MAJOR OBJECTIVES:

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

SIGNIFICANT BUDGET ISSUES:

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

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 459,718.07	\$ 516,749.91	\$ 516,749.91	\$ 513,223.11	\$ 866,408.25	67.66%	\$ 550,831.20	6.60%	\$ 550,831.20	6.60%
1260	Salaries & Wages Part-Time		\$ -	\$ -	\$ 14,400.00	\$ 18,720.00	~	\$ 18,720.00	~	\$ 18,720.00	~
1224	Cell Phone Stipend	\$ 4,956.51	\$ 5,760.00	\$ 5,760.00	\$ 5,760.00	\$ 10,080.00	75.00%	\$ 7,200.00	25.00%	\$ 7,200.00	25.00%
1275	Salaries & Wages Bonus	\$ 2,856.69	\$ -	\$ -	\$ 1,664.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,077.20	\$ -	\$ -	\$ 2,100.28	\$ 4,201.00	~	\$ 2,100.70	~	\$ 2,100.70	~
1280	Vacation Pay Out	\$ 2,273.62			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 33,971.15	\$ 39,972.01	\$ 39,972.01	\$ 41,091.78	\$ 68,804.81	72.13%	\$ 44,282.17	10.78%	\$ 44,282.17	10.78%
1821	NCLGERS-Retirement	\$ 42,347.78	\$ 53,348.26	\$ 53,348.26	\$ 54,842.75	\$ 101,723.19	90.68%	\$ 65,468.15	22.72%	\$ 65,468.15	22.72%
1822	401-K Retirement	\$ 18,676.99	\$ 20,900.40	\$ 20,900.40	\$ 21,485.90	\$ 35,976.37	72.13%	\$ 23,154.08	10.78%	\$ 23,154.08	10.78%
1830	Hospital Insurance	\$ 41,451.08	\$ 45,780.00	\$ 45,780.00	\$ 51,648.00	\$ 90,384.00	97.43%	\$ 45,838.00	0.13%	\$ 45,838.00	0.13%
1835	Group Term Life Insurance Coverage	\$ 181.05	\$ 419.76	\$ 419.76	\$ 534.24	\$ 534.24	27.27%	\$ 343.44	*	\$ 343.44	*
1850	Unemployment Compensation		\$ 231.00	\$ 231.00	\$ 231.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
1860	Worker's Compensation	\$ 763.00	\$ 796.00	\$ 796.00	\$ 968.10	\$ 2,000.00	151.26%	\$ 2,000.00	151.26%	\$ 2,000.00	151.26%
	Total Salaries & Benefits	\$ 609,273.14	\$ 683,957.34	\$ 683,957.34	\$ 707,949.15	\$ 1,199,131.85	75.32%	\$ 760,237.74	11.15%	\$ 760,237.74	11.15%
1932	Medical Exams	\$ 148.00			\$ -	\$ 2,070.00	~	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 15,406.43	\$ 30,000.00	\$ 30,000.00	\$ 29,997.00	\$ 91,000.00	203.33%	\$ 36,000.00	20.00%	\$ 36,000.00	20.00%
2124	Shoes-Steel Toe	\$ 710.99	\$ 1,170.00	\$ 1,170.00	\$ 1,170.00	\$ 2,100.00	79.49%	\$ 1,500.00	28.21%	\$ 1,500.00	28.21%
2203	Employee Appreciation	\$ 112.00	\$ 128.00	\$ 128.00	\$ 118.00	\$ 724.00	465.63%	\$ 118.00	*	\$ 118.00	*
2323	Other Training	\$ 13,747.24	\$ 14,120.00	\$ 14,120.00	\$ 14,120.00	\$ 36,800.00	160.62%	\$ 14,120.00	0.00%	\$ 14,120.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 802.71	\$ 600.00	\$ 600.00	\$ 900.00	\$ 1,500.00	150.00%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 180.89	\$ 750.00	\$ 750.00	\$ 750.00	\$ 1,000.00	33.33%	\$ -	*	\$ -	*
2601	Office Supplies	\$ 3,513.78	\$ 2,662.00	\$ 2,662.00	\$ 2,662.00	\$ 2,500.00	-6.09%	\$ 2,500.00	-6.09%	\$ 2,500.00	-6.09%
2993	Operational Supplies	\$ 32,718.55	\$ 20,100.00	\$ 20,100.00	\$ 20,100.00	\$ 54,560.00	171.44%	\$ 20,100.00	0.00%	\$ 20,100.00	0.00%
3121	Travel	\$ 3,631.50	\$ 5,390.00	\$ 5,390.00	\$ 5,390.00	\$ 16,100.00	198.70%	\$ 6,600.00	22.45%	\$ 6,600.00	22.45%
3210	Telephone	\$ 282,134.09	\$ 260,000.00	\$ 260,000.00	\$ 271,000.00	\$ 319,100.00	22.73%	\$ 299,100.00	15.04%	\$ 299,100.00	15.04%
3250	Postage	\$ 19.50	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3511	Building Maintenance	\$ 13,911.75			\$ 250.00	\$ 26,220.00	~	\$ 250.00	*	\$ 250.00	*
3522	Machine/Equipment Maintenance	\$ 525.00	\$ 600.00	\$ 600.00	\$ 1,000.00	\$ 1,700.00	183.33%	\$ 1,000.00	66.67%	\$ 1,000.00	66.67%
3914	Contract Services					\$ -	*	\$ -	*	\$ 34,000.00	~
3950	Education Reimbursement	\$ 730.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ 2,000.00	-20.00%	\$ 2,000.00	-20.00%
4211	Cisco Smart Net Maintenance	\$ 32,036.53	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00	0.00%	\$ 38,000.00	0.00%	\$ 38,000.00	0.00%
4221	Software License Fees	\$ 519,558.30	\$ 596,960.00	\$ 620,960.00	\$ 588,819.00	\$ 751,080.00	25.82%	\$ 661,265.00	10.77%	\$ 661,265.00	10.77%
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 134.00	\$ 1,100.00	~	\$ 1,100.00	~	\$ 1,100.00	~
4521	Auto Liability				\$ -	\$ 1,500.00	~	\$ 1,500.00	~	\$ 1,500.00	~
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 19.00	\$ 35.00	*	\$ 35.00	*	\$ 35.00	*
4912	Fees & Dues				\$ -	\$ -	*	\$ -	*	\$ -	*
4990	Equipment Expense	\$ 52,703.24	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	*	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 900.00	~	\$ 900.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 1,000.00	~	\$ 1,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 100.00	*	\$ 100.00	*
	Total Operating Expenditures	\$ 972,612.50	\$ 985,302.00	\$ 1,009,302.00	\$ 989,229.00	\$ 1,349,889.00	37.00%	\$ 1,087,288.00	10.35%	\$ 1,121,288.00	13.80%

EXPENDITURE SHEET											
Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
5202	Technology Capital	\$ 11,462.57	\$ -	\$ 5,177.72	\$ 5,810.00	\$ 241,600.00	~	\$ 3,600.00	~	\$ 3,600.00	~
5219	Network Equipment	\$ 72,002.71	\$ 20,000.00	\$ 20,000.00	\$ 20,871.00	\$ -	*	\$ -	*	\$ -	*
5423	Crew-Cab Pick-Up Truck		\$ 32,000.00	\$ 32,000.00	\$ 34,247.00	\$ 64,500.00	101.56%	\$ 32,500.00	1.56%	\$ 32,500.00	1.56%
5469	Utility Van				\$ -	\$ 32,500.00	~	\$ -	*	\$ -	*
5739	Building Expansion				\$ -	\$ 170,000.00	~	\$ 10,000.00	~	\$ 10,000.00	~
5816	Furnace/Electric Air Conditioner				\$ -	\$ 309,487.00	~	\$ -	*	\$ -	*
5200A	Technology Lease - FY21		\$ 353,500.00	\$ 353,500.00	\$ -	\$ 860,000.00	143.28%	\$ 860,000.00	143.28%	\$ 860,000.00	143.28%
	Total Capital Outlay	\$ 83,465.28	\$ 405,500.00	\$ 410,677.72	\$ 60,928.00	\$ 1,678,087.00	313.83%	\$ 906,100.00	123.45%	\$ 906,100.00	123.45%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Information Technology-~ Budget	\$ 1,665,350.92	\$ 2,074,759.34	\$ 2,103,937.06	\$ 1,758,106.15	\$ 4,227,107.85	103.74%	\$ 2,753,625.74	32.72%	\$ 2,787,625.74	34.36%

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			Dept - 14 Employee - 8 current, 6 new	\$ 513,223.11	\$ 866,408.25	\$ 550,831.20	\$ 550,831.20
1260	Salaries & Wages Part-Time			Admin Asst part time	\$ 14,400.00	\$ 18,720.00	\$ 18,720.00	\$ 18,720.00
1224	Cell Phone Stipend			Dept - 14 Employee - 8 current, 6 new	\$ 5,760.00	\$ 10,080.00	\$ 7,200.00	\$ 7,200.00
1275	Salaries & Wages Bonus			Dept - 14 Employee - 8 current, 6 new	\$ 1,664.00	\$ -	\$ -	\$ -
1278	Wellness Earnings			Dept - 14 Employee - 8 current, 6 new	\$ 2,100.28	\$ 4,201.00	\$ 2,100.70	\$ 2,100.70
1280	Vacation Pay Out				\$ -	\$ -	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 41,091.78	\$ 68,804.81	\$ 44,282.17	\$ 44,282.17
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 54,842.75	\$ 101,723.19	\$ 65,468.15	\$ 65,468.15
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 21,485.90	\$ 35,976.37	\$ 23,154.08	\$ 23,154.08
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 51,648.00	\$ 90,384.00	\$ 45,838.00	\$ 45,838.00
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	\$ 534.24	\$ 534.24	\$ 343.44	\$ 343.44
1850	Unemployment Compensation			Provided by Finance	\$ 231.00	\$ 300.00	\$ 300.00	\$ 300.00
1850	Worker's Compensation			Provided by Finance	\$ 968.10	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Total Salaries & Benefits				\$ 707,949.15	\$ 1,199,131.85	\$ 760,237.74	\$ 760,237.74
1932	Medical Exams			6 New Employees: \$345 x 6	\$ -	\$ 2,070.00	\$ -	\$ -
1991	Consultant Fees	Y		See SCH1991	\$ 29,997.00	\$ 91,000.00	\$ 36,000.00	\$ 36,000.00
2124	Shoes-Steel Toe			These funds are for safety shoes/boots required for the jobs in IT. 8 current, 6 new employees. \$150 x 14	\$ 1,170.00	\$ 2,100.00	\$ 1,500.00	\$ 1,500.00
2203	Employee Appreciation			These funds are for our employee Christmas lunch and team building exercises. \$224 Christmas lunch, \$500 team building exercises	\$ 118.00	\$ 724.00	\$ 118.00	\$ 118.00
2323	Other Training	Y		See SCH2323	\$ 14,120.00	\$ 36,800.00	\$ 14,120.00	\$ 14,120.00
2501	Vehicle Operation/Maintenance			This line provides funds to maintain vehicles used by IT.	\$ 900.00	\$ 1,500.00	\$ -	\$ -
2502	Vehicle Fuel			This line provided funds for fuel for the IT vehicles.	\$ 750.00	\$ 1,000.00	\$ -	\$ -
2601	Office Supplies			This line provides funds for thing such as UPS battery replacement and standard battery replacement for microphones, remotes, and various devices.	\$ 2,662.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2993	Operational Supplies			\$25,500 Replacement Parts/Supplies for IT; \$19,760 iPads and Security Cameras; \$3,600 Scanners; \$2,800 Webcams & Mics; \$1,800 Monitors; \$1,100 Camera for PIO	\$ 20,100.00	\$ 54,560.00	\$ 20,100.00	\$ 20,100.00
3121	Travel	Y		See SCH3121	\$ 5,390.00	\$ 16,100.00	\$ 6,600.00	\$ 6,600.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	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. 6/01/21	Adopted 06/18/21
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 (\$150,000), Spectrum (\$15,500), Verizon (\$88,000), Segra (\$20,200 internert services)	\$ 271,000.00	\$ 319,100.00	\$ 299,100.00	\$ 299,100.00
3250 Postage		This covers postage used by IT.	\$ 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	\$ 100.00
3511 Building Maintenance		These funds will be used for necessary Building Maintenance. Joint Operations Center at Public Safety Complex \$12,000; Cameras - Golf Course & Golf Maintenance \$10,720; Paramount Theatre Card Access \$3,500;	\$ 250.00	\$ 26,220.00	\$ 250.00	\$ 250.00
3522 Machine/Equipment Maintenance		This is for machine maintenance for the wide format printer used by Engineering and Planning Departments.	\$ 1,000.00	\$ 1,700.00	\$ 1,000.00	\$ 1,000.00
3914 Contract Services		Per CM move HVAC Contract to IT.	\$ -	\$ -	\$ -	\$ 34,000.00
3950 Education Reimbursement		This is to cover reimbursement for college course work.	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
4211 Cisco Smart Net Maintenance		Software/Hardware support for telephone system and Webex.	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00
4221 Software License Fees	Y	See SCH4221	\$ 588,819.00	\$ 751,080.00	\$ 661,265.00	\$ 661,265.00
4511 Multi-Peril Insurance		Provided by Finance	\$ 134.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
4521 Auto Liability			\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
4541 Employee Personal Liability	Y	Provided by Finance	\$ 19.00	\$ 35.00	\$ 35.00	\$ 35.00
4912 Fees & Dues	Y	See SCH4912	\$ -	\$ -	\$ -	\$ -
4990 Equipment Expense			\$ 12,000.00	\$ -	\$ -	\$ -
2501A Fleet Charges Internal Use Only!		This line provides funds to maintain vehicles used by IT.			\$ 900.00	\$ 900.00
2502A Vehicle Fuel-Internal Charges		This line provided funds for fuel for the IT vehicles.			\$ 1,000.00	\$ 1,000.00
3250A Postage-Internal Charges only!		This covers postage used by IT.			\$ 100.00	\$ 100.00
Total Operating Expenditures			\$ 989,229.00	\$ 1,349,889.00	\$ 1,087,288.00	\$ 1,121,288.00
5202 Technology Capital		See SCHCapital	\$ 5,810.00	\$ 241,600.00	\$ 3,600.00	\$ 3,600.00
5219 Network Equipment			\$ 20,871.00	\$ -	\$ -	\$ -
5423 Crew-Cab Pick-Up Truck		IT Replacement Vehicles	\$ 34,247.00	\$ 64,500.00	\$ 32,500.00	\$ 32,500.00
5469 Utility Van		IT Replacement Vehicles		\$ 32,500.00	\$ -	\$ -
5739 Building Expansion		Madison Ave Facility Remodel		\$ 170,000.00	\$ 10,000.00	\$ 10,000.00
5816 Furnace/Electric Air Conditioner		City Hall HVAC		\$ 309,487.00	\$ -	\$ -
5200A Technology Lease - FY21			\$ -	\$ 860,000.00	\$ 860,000.00	\$ 860,000.00

JUSTIFICATION SHEET

Fiscal Year FY21-22

Fund: 11-General Fund

Dept #: Information Technology - 1030

Division: ~ - 1030

Dept. Head-Scott Williams

Blue Font - Detail Schedule Requested

Green Cell - Department Input

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
Total Capital Outlay			\$ 60,928.00	\$ 1,678,087.00	\$ 906,100.00	\$ 906,100.00
Total Debt Service			\$ -	\$ -	\$ -	\$ -
Total Information Technology~ Budget			\$ 1,758,106.15	\$ 4,227,107.85	\$ 2,753,625.74	\$ 2,787,625.74

CAPITAL OUTLAY																				
Fiscal Year FY21-22																				
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?			
1	5423	A927	2002 Cheverolet Malibu	\$ 13,778.31		\$ 500.00	\$ 209.71	\$ 78.94	\$ 19.65	N	1	2021 Ford Transit 250 XL (20) (Replace Green 2002 Malibu)	The IT Department performs many tasks that require a dependable vehicle with the ability to carry larger capacity than the current Chevrolet Malibu. The IT car is old and very weathered, unreliable, costly to repair and should be replaced.	\$ 32,500.00	\$ 32,500.00	\$ 32,500.00	Y			
2	5469	B733	1997 Van E-150	\$ 14,249.02	Broken Odometer	\$ 500.00	\$ 2,684.88	\$ 592.70	\$ 172.96	N	1	2021 Ford Transit 250 XL (20) (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, unreliable, costly to repair and should be replaced.	\$ 32,500.00	\$ -	\$ -	N			
3	5423	N/A	Addition	N/A	N/A	N/A	N/A	N/A	N/A	N	1	2022 Ford F-250 CrewCab 2WD	The IT Department performs many tasks that require a vehicle with the ability to carry larger capacity than the current Chevrolet Malibu and Van. Two of the IT vehicles are old and very weathered, unreliable, costly to repair and should be replaced.	\$ 32,000.00	\$ -	\$ -	N			
4	5200A	N/A	Computer Replacement	\$ N/A	N/A	N/A	N/A	N/A	N/A	N	1	IT LEASE (Desktops, Laptops, Servers, Storage)	Desktop/Laptop Replacement \$500,000.00; Servers and Storage \$360,000.00	\$ 860,000.00	\$ 860,000.00	\$ 860,000.00	Y			
5	5202	N/A	Network Storage	N/A	N/A	N/A	N/A	N/A	N/A	N	1	Network Attached Storage (NAS)	Temporary storage for security camera footage for all facilities.	\$ 16,000.00	\$ -	\$ -	N			
6	5202	N/A	Plotter for Inspections	N/A	N/A	N/A	N/A	N/A	N/A	N	2	Plotter for Inspections	To have the ability to print out detailed plans for inspections.	\$ 6,000.00	\$ -	\$ -	N			
7	5202	N/A	Fiber Projects		N/A	N/A	N/A	N/A	N/A	N	1,2,1,3	Fiber Projects for Willowdale, Old Transit Facility, Fire Training Facility, Bryan MSC	Fiber Projects for Willowdale \$3,600 - Current connection is slowing access to City Works and GIS data ; Old Transit Facility \$14,000 - If the building is remodeled for IT utilization it will need a fiber connection for security and connectivity; Fire Training Facility \$32,000 - Fiber connection is needed to be able to better use the training facility for online training as well as access to city resources on site; Bryan MSC \$170,000 - Connection is needed to provide free WiFi to the full facility and allow staff to have access to the city phone system and high speed connectivity.	\$ 219,600.00	\$ 3,600.00	\$ 3,600.00	N			
8	5739	N/A	Building Remodel		N/A	N/A	N/A	N/A	N/A	N	2,1	Building Remodel for IT Department Use	IT Remodel - Madison Ave Facility \$150,000; Mobile Unit Relocation and Upfit \$20,000	\$ 170,000.00	\$ 10,000.00	\$ 10,000.00	N			
9	5816	N/A	HVAC		N/A	N/A	N/A	N/A	N/A	N	1,3	HVAC Replacement, Maintenance Agreements, and Air Quality GPS	City Hall HVAC \$208,004; Piedmont Maintenance Agreements for various facilities \$69,832; Air Quality GPS \$31,651	\$ 309,487.00	\$ -	\$ -	N			
10																				
Total Capital Outlay Request				\$ 28,027.33		\$ 1,000.00	\$ 2,894.59	\$ 671.64	\$ 192.61					\$ 1,678,087.00	\$ 906,100.00	\$ 906,100.00				

SCH1001

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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.	\$ 28,667.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	
2	Remote Network Services	\$ -				
3	Remote Network/Phone/Fiber Surveys/Support Services	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
4	Migrate Vision Software for PD (Data in DOS based Program)	\$ -	\$ 10,000.00	\$ -	\$ -	
5	Penetration Testing per IT Audit		\$ 25,000.00	\$ -	\$ -	
6	Imaging Personnel Records		\$ 20,000.00	\$ -	\$ -	
7	City of Wilson Fiber Project	\$ 9,250.00				
8	City of Wilson Engineering Estimates for future Fiber projects	\$ 1,000.00				
9	Transfer from 2323 for City of Wilson Fiber Project overage	\$ (5,140.00)				
10	Transfer from 3121 for City of Wilson Fiber Project overage	\$ (3,780.00)				
	Total - 1991 Consultant Fees	\$ 29,997.00	\$ 91,000.00	\$ 36,000.00	\$ 36,000.00	

SCH2223

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Information Technology - 1030
Division: ~ - 1030
Account: 2323 Other Training

Dept. Head-Scott Williams

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	HR/FIN Overview and Config (Banner - Prep for Banner Self Service)	\$ -	\$ 6,000.00	\$ -	\$ -	
2	NCLGISA Registration	\$ 600.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
3	Microsoft, Cisco Training, CIO School	\$ 5,750.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
4	'Energov Training	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5	Energov Conference (Tyler Connect)	\$ -	\$ 1,200.00	\$ -	\$ -	
6	Laserfiche Training Conference	\$ -	\$ 2,400.00	\$ -	\$ -	
7	Network interop Registration	\$ -	\$ 2,800.00	\$ -	\$ -	
8	Leading Wayne Leadership Conference (Staff)	\$ -	\$ -	\$ -	\$ -	
9	Leadership Wayne	\$ -	\$ 700.00	\$ 700.00	\$ 700.00	
10	Miscellaneous Training	\$ 970.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
11	Books	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
12	LinkedIn (formerly Lynda.com training)	\$ 520.00	\$ 700.00	\$ 700.00	\$ 700.00	
13	UNC School of Government (PELA)	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
14	Wilson Fiber Basic - 3 Employees	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
15	Banner Employee Self Service Training-Web Tailor (2 days Remote)	\$ -	\$ 2,000.00	\$ -	\$ -	
16	KnowBe4 (per year contract)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
17	Transfer to 1991 for City of Wilson Fiber Project overage	\$ 3,780.00				
18	Per CM 5/21/2021 11:00 cut to Jun 30			\$ (8,280.00)	\$ (8,280.00)	
19						
20						
21						
22						
Total - 2323 Other Training		\$ 14,120.00	\$ 36,800.00	\$ 14,120.00	\$ 14,120.00	

SCH3121

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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

Dept. Head-Scott Williams

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	CIO School of Government (CIO SOG) Class Travel		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2	CIO SOG Forum and Executive IT Summit (December)		\$ 300.00	\$ 300.00	\$ 300.00	
3	Energov Travel		\$ 1,500.00	\$ -	\$ -	
4	Network Interop Travel		\$ 1,500.00	\$ -	\$ -	
5	Laserfiche Travel		\$ 1,500.00	\$ -	\$ -	
6	NC Digital Summit		\$ 300.00	\$ 300.00	\$ 300.00	
7	NCLGISA Fall Conference - Ashville, NC (3days) - 4 Staff	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
8	NCLGISA Spring Conference - Wilmington, NC (3days) - 4 Staff	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
9	Misc Tech Events	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
10	Employee Travel	\$ 250.00				
11	Transfer Balance to 1991	\$ 5,140.00				
12	Per CM cut 5/21/21			\$ (5,000.00)	\$ (5,000.00)	
	Total - 3121 Travel	\$ 5,390.00	\$ 16,100.00	\$ 6,600.00	\$ 6,600.00	

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22

Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	CM	1012	Granicus Agenda Manager	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	
2	CM	1012	Granicus Vote Cast	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
3	CM	1012	Granicus Streaming	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	
4	IT (Citywide Us	1030	Archive Social	\$ 6,973.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	
5	IT (Citywide Us	1030	Rock Solid (formerly City Sourced)	\$ 7,416.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
6	IT (Citywide Us	1030	Zoom	\$ 300.00	\$ 3,000.00	\$ -	\$ -	
7	IT (Citywide Us	3151	ESRI	\$ 35,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
8	IT (Citywide Us	3151	ESRI ArcGis Utility Network Management		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
9	POLICE	6121	Police - Professional Standards Module (Central Square)		\$ 1,760.00	\$ -	\$ -	
10	POLICE	6121	Police - MFR Annual Maintenance (Central Square)		\$ 5,000.00	\$ -	\$ -	
11	POLICE	6121	Police - CrimeView & Crime Mapping	\$ 9,936.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	
12	POLICE	6121	Police - Crime Mapping (Migration)	\$ 4,669.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
13	FIRE	5120	Fire - Department Incident Mapping (Migration)	\$ 4,669.00	\$ 5,000.00	\$ -	\$ -	
14	IT (Citywide Us	1030	Drone - Pix4Dreact - Renewal		\$ 125.00	\$ 125.00	\$ 125.00	
15	IT (Citywide Us	1030	Drone - Pix4Dreact	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	
16	IT (Citywide Us	1030	Website Development Tools		\$ 500.00	\$ 500.00	\$ 500.00	
17	IT (Citywide Us	1030	Digital River	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	
18	IT (Citywide Us	1030	Keymetric Software	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
19	IT (Citywide Us	1030	SMS Text Fee	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
20	IT (Citywide Us	1030	Twilio SMS Messaging	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
21	IT (Citywide Us	1030	Wordfence	\$ 902.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
22	IT (Citywide Us	1030	Avada	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	
23	ENGINEER	4172	Engineering Items:					
24	ENGINEER	4172	Trimble Mobile/Arcpad (1yr)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
25	ENGINEER	4172	Trimble GPS Unit (2 yr warranty)	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	
26	ENGINEER	4172	Trimble Software Maint.	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
27	ENGINEER	4172	GPS Survey Software Maintenance		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
28	ENGINEER	4172	Civil 3D Autocad Subscription (3)	\$ 3,520.00	\$ 3,360.00	\$ 3,360.00	\$ 3,360.00	
29	ENGINEER	4172	Civil 3D Autocad Subscription-Traffic Engineer	\$ 2,731.00	\$ 2,865.00	\$ 2,865.00	\$ 2,865.00	
30	ENGINEER	4172	Civil 3D Autocad Subscription - New (prorated plus renewal)		\$ 4,600.00	\$ 4,600.00	\$ 4,600.00	
31	PW-GARAGE	1114	Opus Inspection ESP Service Fee		\$ 250.00	\$ 250.00	\$ 250.00	
32	FINANCE	2111	Banner Finance (Annual Maintenance)	\$ 38,255.00	\$ 40,200.00	\$ 40,200.00	\$ 40,200.00	
33	FINANCE	2111	Banner HR	\$ 22,953.00	\$ 24,200.00	\$ 24,200.00	\$ 24,200.00	
34	FINANCE	2111	Oracle Database	\$ 19,503.00	\$ 20,500.00	\$ 20,500.00	\$ 20,500.00	
35	FINANCE	2111	Oracle App Server	\$ 25,958.00	\$ 27,300.00	\$ 27,300.00	\$ 27,300.00	
36	FINANCE	2111	Oracle Application Server (CIS)					
37	FINANCE	2111	Banner Employee Self Service License	\$ -	\$ 12,000.00	\$ -	\$ -	
38	FINANCE	2111	Banner Employee Self Service Support	\$ -	\$ 2,400.00	\$ -	\$ -	
39	FINANCE	2111	Oracle Database (CIS)					

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Dept. Head-Scott Williams

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

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
40	FINANCE	2111	Microfocus license 10 user license 1 devleoper IT-oracle-fprod - COBOL Support	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
41	FINANCE	2111	1 Net Express Support - FPROD	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
42	FINANCE	2111	Microfocus license FPROD	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	
43	POLICE	6121	Identity Automation (2 Factor Authentication)	\$ 3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,800.00	
44	FINANCE	2111	Assessments	\$ 2,433.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
46	FINANCE	2111	Maintenance & Support - UBL DBMS Licenses	\$ 307.00	\$ 350.00	\$ 350.00	\$ 350.00	
47	FINANCE	2111	ICNETD-3 users for Fixed Assets (UBL DBMS Lic)		\$ -	\$ -	\$ -	
48	FINANCE	2111	Tech Support	\$ 950.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
49	FINANCE	2111	ODBC Connectivity Software (UBL (2) (Classic DBMS Lic)	\$ 255.00	\$ 300.00	\$ 300.00	\$ 300.00	
50	FINANCE	2111	AIG Technology-Doceserve Support (Software) - (SOFTDOCS)					
51	FINANCE	2111	Tech Support 1 year Doc-E-Serve	\$ 1,981.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
52	FINANCE	2111	Formax Folder Sealer support	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	
53	IT (Citywide Us	1030	Palo Alto	\$ 6,870.00	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	
54	IT (Citywide Us	1030	Palo Alto - Wildfire Sub	\$ 4,318.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	
55	IT (Citywide Us	1030	Palo Alto - URL Filtering	\$ 4,318.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	
56	IT (Citywide Us	1030	Palo Alto - Threat Prevention	\$ 4,318.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	
57	IT (Citywide Us	1030	Palo Alto - iOS VPN Solution		\$ -	\$ -	\$ -	
58	IT (Citywide Us	1030	Ruckus	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
59	IT (Citywide Us	1030	Watchdog Support Renewal (Renewed thru CDW-G)	\$ 2,458.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
60	IT (Citywide Us	1030	Terrastation Software Support	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	
61	IT (Citywide Us	1030	Tegile Support (5S)	\$ -	\$ 6,000.00	\$ -	\$ -	
62	IT	1030	IT Software - DRI KernelApps (VHD Repair), BFPE International Fire Safety, FS *ColibriWP, 2CO.COM*TELESTREAM.NET Email support Renewal	\$ 832.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
63	IT (Citywide Us	1030	Solar Winds Network Monitoring Yearly License Fee (Engineer's Toolkit)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
64	IT (Citywide Us	1030	SolarWinds Serv-U Managed File Transfer	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	
65	IT (Citywide Us	1030	SolarWinds Virtualization Manager VM16 (with 1 yr maint)	\$ 1,375.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
66	IT (Citywide Us	1030	Solar Winds Network Performance Monitor	\$ 2,100.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	
67	IT (Citywide Us	1030	SolarWinds Virtualization Manager VM16 Upgrade (with 1 yr maint)	\$ -	\$ -	\$ -	\$ -	
68	IT (Citywide Us	1030	SolarWinds Network Performance Monitor	\$ 8,600.00	\$ 9,400.00	\$ 9,400.00	\$ 9,400.00	
69	IT (Citywide Us	1030	SolarWinds Secure Event Manager	\$ 4,480.00	\$ 4,900.00	\$ 4,900.00	\$ 4,900.00	
70	IT (Citywide Us	1030	Dameware (Solar Winds Dameware Remote Support)	\$ 644.00	\$ 700.00	\$ 700.00	\$ 700.00	
71	IT (Citywide Us	1030	5 License	\$ 1,250.00	\$ 1,250.00	\$ 500.00	\$ 500.00	
72	IT	1030	Track-it (Was Numara software, now BMC Software) yearly maintenance	\$ 2,000.00	\$ 2,000.00	\$ 800.00	\$ 800.00	
73	IT	1030	Add 6 Users	\$ -	\$ 3,600.00	\$ 1,200.00	\$ 1,200.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Dept. Head-Scott Williams

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

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
74	IT	1030	BOSS Desk - Help Desk Solution (\$8,000 annually)		\$ 10,600.00	\$ -	\$ -	
75	IT	1030	BOSS Desk - New Users		\$ 3,528.00	\$ -	\$ -	
76	IT	1030	BOSS Desk - Migration of Data		\$ 6,000.00	\$ -	\$ -	
77	IT (Citywide Us	1030	Brady Services (Security System Support)	\$ 12,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
78	IT (Citywide Us	1030	Microsoft Enterprise Agreement & O365	\$ 132,926.00	\$ 150,000.00	\$ 145,223.00	\$ 145,223.00	
79	Inspections	1024	Energov Software Maintenance (Inspections Permits & Planning) (quarterly payments)	\$ 30,331.00	\$ 30,331.00	\$ 30,331.00	\$ 30,331.00	
80	IT (Citywide Us	1030	Unitrends Backup Software	\$ 3,700.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	
81	IT (Citywide Us	1030	Unitrends Office 365 Online Backup	\$ 6,700.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	
82	IT (Citywide Us	1030	Trend Micro 500 Users	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
83	FIRE	5120	Fire - ESO FireHouse Yearly Maintenance'-7 Users	\$ 1,896.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	
84	FIRE	5120	-7 Users	\$ 1,947.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00	
85	FIRE	5120	Fire - ESO FireHouse iPad Support (2)	\$ 309.00	\$ 300.00	\$ 300.00	\$ 300.00	
86	FIRE	5120	Fire - ESO FARO Technologies Inc	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
87	FIRE	5120	ESO Bundle - (replace Firehouse)		\$ 23,611.00	\$ 23,611.00	\$ 23,611.00	
88	IT (Citywide Us	1030	Video Insight Enterprise Server Softwaer License (All Campus Security)	\$ -	\$ 2,200.00	\$ -	\$ -	
89	PW-GARAGE	1114	Garage:					
90	PW-GARAGE	1114	RTA Yearly Maintenance (Garage Software)	\$ 2,950.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	
91	PW-GARAGE	1114	Netmotion Maintenance	\$ 9,975.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	
92	PW-GARAGE	1114	Pro-Link Edge Master Kit Scan Tool	\$ 9,300.00	\$ 9,300.00	\$ 9,300.00	\$ 9,300.00	
93	PW-GARAGE	1114	OBDII Emissions Test Unit Extended Service Contract (Opus)	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	
94	PW-GARAGE	1114	Mitchell Maintenance Software---Diagnose problems with vehcles					
95	PW-GARAGE	1114	Mitchell1 - WEBGVTT - ONDEMAND5.com Government Subscription	\$ 1,728.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
96	PW-GARAGE	1114	Web MTR Government Sub	\$ 974.00	\$ 980.00	\$ 980.00	\$ 980.00	
97	PW-GARAGE	1114	RTA Upgrade		\$ 6,300.00	\$ 6,300.00	\$ 6,300.00	
98	PW-GARAGE	1114	NED Engine Diagnostics	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	
99	PW-GARAGE	1114	JPRO Maintenance Software NEXT STEP (JPRO Commercial Fleet Diagnostics)	\$ 2,899.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
101	PW-GARAGE	1114	Caterpillar Maintenance Software (Electronic Technician 2010c v 1.0)(Gregory Poole)	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	
102	PW-GARAGE	1114	Cummins Maintenance Software (Insite Service) (Engines)	\$ 770.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
103	IT (Citywide Us	1030	Laserfiche Annual Maintenance (MCCI 37613)	\$ 10,889.00	\$ 14,810.00	\$ 4,810.00	\$ 4,810.00	
104	IT (Citywide Us	1030	Laserfiche License Expense (15)	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
105	PW-Cemetary	1142	Pontem Cemetary Software	\$ 1,150.00	\$ 1,180.00	\$ 1,180.00	\$ 1,180.00	
107	IT (Citywide Us	1030	Adobe Acrobat (20)	\$ 3,400.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
108	IT (Citywide Us	1030	Adobe Creative Cloud (11)	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	

SCH4221

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Scott Williams

Line #			Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
109	IT (Citywide Us	1030	Adobe Photoshop (2)	\$ 600.00	\$ 400.00	\$ 400.00	\$ 400.00	
110	IT (Citywide Us	1030	SignalWire Short Code	\$ 7,000.00				
111	IT (Citywide Us	1030	Jamf	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	
112	IT (Citywide Us	1030	Barracuda Mail Archiver	\$ 8,200.00	\$ 8,200.00	\$ 8,200.00	\$ 8,200.00	
113	IT (Citywide Us	1030	Energizer Updates	\$ -	\$ -	\$ -	\$ -	
114	IT (Citywide Us	1030	Instant Replacement	\$ -	\$ -	\$ -	\$ -	
115	IT (Citywide Us	1030	Camera Intergration for Open Options	\$ -	\$ 5,000.00	\$ -	\$ -	
116	IT (Citywide Us	1030	Sony Vegas (via Magix.com)	\$ -	\$ 800.00	\$ 800.00	\$ 800.00	
117	IT (Citywide Us	1030	WireCast	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
118	IT (Citywide Us	1030	WireCast License	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
119	IT (Citywide Us	1030	SingleWire Maintenance (50 Users)	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	
120	IT (Citywide Us	1030	Survey Monkey	\$ 384.00	\$ 400.00	\$ 400.00	\$ 400.00	
121	IT (Citywide Us	1030	UPS Maintenance	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
122	IT (Citywide Us	1030	GoDaddy Renewal for Several Sites/SSL	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
123	IT (Citywide Us	1030	City Clerk - SoniClear	\$ 473.00	\$ 500.00	\$ 500.00	\$ 500.00	
124	IT (Citywide Us	1030	Video Blocks Renewal	\$ 149.00	\$ 150.00	\$ 150.00	\$ 150.00	
125	IT (Citywide Us	1030	Story Blocks Renewal	\$ 149.00	\$ 150.00	\$ 150.00	\$ 150.00	
126	IT (Citywide Us	1030	Audio Blocks Renewal	\$ 149.00	\$ 150.00	\$ 150.00	\$ 150.00	
127	IT (Citywide Us	1030	IPVM Video Surveillance	\$ 199.00	\$ 200.00	\$ 200.00	\$ 200.00	
128	PW	4137	Tokay Software (Backflow Prevention Management Software, Annual renewal)	\$ 530.00	\$ 550.00	\$ 550.00	\$ 550.00	
129	PW-GARAGE	1114	SA International (Garage)	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
130	IT	1030	Botkind Allways Sync Pro	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
131	FINANCE	2111	RedHat Enterprise Premium Renewal (Banner App Server OS)	\$ 1,024.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
132	FINANCE	2111	Vecmar	\$ 49.00	\$ 200.00	\$ 200.00	\$ 200.00	
133	IT (Citywide Us	1030	Camera Software (TSFV)	\$ -	\$ -	\$ -	\$ -	
134	CM	1012	Strategy and Performance Management Support - Clear Gov	\$ -	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	
135	IT	1030	Deployment Software		\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	
136	IT	1030	PDQ Inventory/ Deploy Licenses	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	
137	CM	1012	Soniclear	\$ 450.00				
138	FINANCE	2111	Logics Software	\$ 3,943.00				
139	POLICE	6121	Netmotion Licenses 40 Users (New Add On for FY 20-21)	\$ -				
140	IT (Citywide Us	1030	Symantec Endpoint Protection Essential Support Renewal - 400 users	\$ -				
141	IT (Citywide Us	1030	Trend Micro Add 100 Users		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
142	IT (Citywide Us	1030	Tegile Support (Nitor)	\$ 12,372.00				
			Total - 4221 Software License Fees	\$ 588,819.00	\$ 751,080.00	\$ 661,265.00	\$ 661,265.00	

FISCAL YEAR 2021-2022 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 FY21-22											
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											

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
							*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Public Works - Admin. Budget	\$ 471,644.40	\$ 467,474.41	\$ 467,474.41	\$ 462,449.96	\$ 516,015.86	10.38%	\$ 498,115.86	6.55%	\$ 498,115.86	6.55%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Green Cell - Department Input			
Dept #:			Public Works - 1111					
Division:			Public Works - Admin. - 1111					
			Dept. Head-Rick Fletcher					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			Projected of yr is less due to retirement	\$ 206,708.51	\$ 222,451.30	\$ 222,451.30	\$ 222,451.30
1224	Cell Phone Stipend			2 employees @ \$60/mth = \$720	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1275	Salaries & Wages Bonus				\$ 616.70	\$ -	\$ -	\$ -
1278	Wellness Earnings			3 employees @ \$300	\$ 625.00	\$ 900.00	\$ 900.00	\$ 900.00
1280	Vacation Pay Out				\$ 2,000.00	\$ -	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 16,018.35	\$ 17,196.53	\$ 17,196.53	\$ 17,196.53
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 21,378.74	\$ 25,423.90	\$ 25,423.90	\$ 25,423.90
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,375.61	\$ 8,991.65	\$ 8,991.65	\$ 8,991.65
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 17,754.00	\$ 19,368.00	\$ 19,368.00	\$ 19,368.00
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	\$ 45.00	\$ 70.00	\$ 70.00	\$ 70.00
1860	Worker's Compensation			Provided by Finance	\$ 622.70	\$ 641.00	\$ 641.00	\$ 641.00
Total Salaries & Benefits					\$ 275,699.09	\$ 296,596.86	\$ 296,596.86	\$ 296,596.86
2121	Uniforms			3 employees @ \$250	\$ 400.00	\$ 750.00	\$ 600.00	\$ 600.00
2123	Protective Clothing			2 employees @ \$100	\$ -	\$ 200.00	\$ 200.00	\$ 200.00
2124	Shoes-Steel Toe			2 employees @ \$150	\$ 184.71	\$ 300.00	\$ 300.00	\$ 300.00
2203	Employee Appreciation			74 employees @ \$16	\$ 1,500.00	\$ 1,184.00	\$ 1,184.00	\$ 1,184.00
2323	Other Training	Y		no trainings due to COVID this year, will begin again	\$ -	\$ 1,700.00	\$ 1,200.00	\$ 1,200.00
2501	Vehicle Operation/Maintenance				\$ 100.00	\$ 500.00	\$ -	\$ -
2502	Vehicle Fuel				\$ 200.00	\$ 500.00	\$ -	\$ -
2598	Fuel Tank Maintenance			Replacing Filters (Monthly), hoses, etc.	\$ -	\$ 1,260.00	\$ 1,260.00	\$ 1,260.00
2601	Office Supplies			Increase due to increasing costs of supplies	\$ 2,500.00	\$ 3,000.00	\$ 2,625.00	\$ 2,625.00
2993	Operational Supplies			Increase due to adding cameras, blinds, desks, furniture	\$ 5,225.00	\$ 15,000.00	\$ 8,375.00	\$ 8,375.00
3121	Travel	Y		No trainings due to COVID this year, will begin again	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
3250	Postage				\$ -	\$ 50.00	\$ -	\$ -
3310	Electricity			Cut too much last FY - \$20K shortfall	\$ 89,235.69	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
3330	Natural Gas			Cut too much last FY - \$15K -20K shortfall	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3410	Printing				\$ -	\$ 50.00	\$ 50.00	\$ 50.00
3421	Copy Machine Cost			EOY less due to cancelled maintenance -- COVID related	\$ 1,000.00	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00
3914	Contract Services	Y		Janitorial contract in prep for bid - anticipate increase	\$ 21,375.00	\$ 35,000.00	\$ 25,000.00	\$ 25,000.00
3950	Education Reimbursement			Chad	\$ -	\$ 550.00	\$ 550.00	\$ 550.00
4221	Software License Fees			Cityworks	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
4511	Multi-Peril Insurance			Provided by Finance	\$ 18,205.18	\$ 18,751.00	\$ 18,751.00	\$ 18,751.00
4521	Auto Liability			Provided by Finance	\$ 1,617.38	\$ 1,666.00	\$ 1,666.00	\$ 1,666.00
4541	Employee Personal Liability			Provided by Finance	\$ 7.91	\$ 8.00	\$ 8.00	\$ 8.00
4912	Fees & Dues	Y		Funds for Membership to APWA, AWWA, EWWN Etc.	\$ -	\$ 350.00	\$ 350.00	\$ 350.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Public Works - 1111					
Division:		Public Works - Admin. - 1111					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
9561	Office Supplies			\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
2501A	Fleet Charges Internal Use Only!		Increase due to age and possibly needing tires	\$ -	\$ -	\$ 500.00	\$ 500.00
2502A	Vehicle Fuel-Internal Charges		Increase due to increasing fuel costs	\$ -	\$ -	\$ 250.00	\$ 250.00
3250A	Postage-Internal Charges only!			\$ -	\$ -	\$ 50.00	\$ 50.00
Total Operating Expenditures				\$ 186,750.87	\$ 219,419.00	\$ 201,519.00	\$ 201,519.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Public Works - Admin. Budget				\$ 462,449.96	\$ 516,015.86	\$ 498,115.86	\$ 498,115.86

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Public Works - 1111
Division: Public Works - Admin. - 1111
Account: 2323 Other Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Chemical Spill Response 2 employees @ 100		\$ 200.00	\$ 200.00	\$ 200.00	
2	APWA Conference 1 Employees		\$ 250.00	\$ 250.00	\$ 250.00	
3	Professional Development courses for PW Deputy Director		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4	Continuing Education for Admin. Assistant		\$ 250.00	\$ 250.00	\$ 250.00	
5	Per CM cut 5/21/21			\$ (500.00)	\$ (500.00)	
6						
7						
8						
9						
10						
	Total - 2323 Other Training	\$ -	\$ 1,700.00	\$ 1,200.00	\$ 1,200.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Travel expenses for educational workshops/Conferences	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3121 Travel	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Janitorial Contract- PW Complex	\$ 21,375.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	This will be rebid this year. Contract expires 6/30/21. Chad has been talking to Tim Wood and finishing up RFP. Cfg 4/14/2021 10:23 AM
2		Per CM 5/17/21 9:00 am cut			\$ (10,000.00)	\$ (10,000.00)	
3							
4							
5							
6							
7							
8							
9							
10							
Total - 3914 Contract Services			\$ 21,375.00	\$ 35,000.00	\$ 25,000.00	\$ 25,000.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 1111							
Division: Public Works - Admin. - 1111							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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							
		Total - 4912 Fees & Dues	\$ -	\$ 350.00	\$ 350.00	\$ 350.00	

FISCAL YEAR 2021-2022 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 FY21-22											
Fund: 11-General Fund		Dept. Head Rick Fletcher									
Dept #: 1114 Public Works		~ = Division by Zero									
Division: 1114 Garage		* = Change < \$500									
Purple Cell-Finance Input											
							FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
	Object of Expenditure	FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request					
1210	Salaries & Wages Regular	\$ 479,154.77	\$ 520,638.51	\$ 520,638.51	\$ 510,190.32	\$ 531,049.54	2.00%	\$ 531,049.54	2.00%	\$ 531,049.54	2.00%
1220	Salaries & Wages Overtime	\$ 956.29	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
1260	Salaries & Wages Part-Time	\$ 25,339.87	\$ -	\$ 5,036.00	\$ 4,198.58	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 4,539.31	\$ -	\$ -	\$ 2,261.24	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 3,011.94	\$ -	\$ -	\$ 3,600.00	\$ 3,600.00	~	\$ 3,600.00	~	\$ 3,600.00	~
1810	Social Security	\$ 37,182.41	\$ 39,981.85	\$ 39,981.85	\$ 39,799.14	\$ 41,053.69	2.68%	\$ 41,053.69	2.68%	\$ 41,053.69	2.68%
1821	NCLGERS-Retirement	\$ 44,207.50	\$ 53,361.39	\$ 53,361.39	\$ 53,117.54	\$ 60,695.06	13.74%	\$ 60,695.06	13.74%	\$ 60,695.06	13.74%
1822	401-K Retirement	\$ 19,506.44	\$ 20,905.54	\$ 20,905.54	\$ 20,810.01	\$ 21,465.98	2.68%	\$ 21,465.98	2.68%	\$ 21,465.98	2.68%
1830	Hospital Insurance	\$ 70,139.59	\$ 78,480.00	\$ 78,480.00	\$ 77,472.00	\$ 77,472.00	-1.28%	\$ 71,016.00	-9.51%	\$ 71,016.00	-9.51%
1835	Group Term Life Insurance Coverage	\$ 279.46	\$ 457.92	\$ 457.92	\$ 457.92	\$ 457.92	*	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation		\$ 225.00	\$ 225.00	\$ 165.00	\$ 165.00	*	\$ 165.00	*	\$ 165.00	*
1860	Worker's Compensation	\$ 3,078.54	\$ 2,549.00	\$ 2,549.00	\$ 25,876.47	\$ 3,193.00	25.26%	\$ 3,193.00	25.26%	\$ 3,193.00	25.26%
	Total Salaries & Benefits	\$ 687,396.12	\$ 718,599.21	\$ 723,635.21	\$ 737,948.21	\$ 741,152.19	3.14%	\$ 734,696.19	2.24%	\$ 734,696.19	2.24%
1932	Medical Exams	\$ 80.00	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
1991	Consultant Fees	\$ 1,500.00			\$ -	\$ -	*	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 470.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 450.00	*	\$ 450.00	*	\$ 450.00	*
2121	Uniforms	\$ 13,372.64	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	0.00%	\$ 13,500.00	0.00%	\$ 13,500.00	0.00%
2123	Protective Clothing	\$ -	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	*	\$ 450.00	*	\$ 450.00	*
2124	Shoes-Steel Toe	\$ 1,080.01	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00	\$ 1,900.00	39.71%	\$ 1,400.00	2.94%	\$ 1,400.00	2.94%
2323	Other Training	\$ 575.00	\$ 1,365.00	\$ 1,365.00	\$ 1,700.00	\$ 2,000.00	46.52%	\$ 1,500.00	9.89%	\$ 1,500.00	9.89%
2501	Vehicle Operation/Maintenance	\$ 899.08	\$ 1,125.00	\$ 1,125.00	\$ 3,440.00	\$ 3,500.00	211.11%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 1,912.92	\$ 1,875.00	\$ 1,875.00	\$ 1,850.00	\$ 2,500.00	33.33%	\$ -	*	\$ -	*
2511	Oil & Lubricants	\$ 26,275.57	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	0.00%	\$ 30,000.00	-14.29%	\$ 30,000.00	-14.29%
2520	Tires & Tubes	\$ 140,867.78	\$ 157,500.00	\$ 157,500.00	\$ 165,000.00	\$ 175,000.00	11.11%	\$ 153,000.00	-2.86%	\$ 153,000.00	-2.86%
2521	Tire Repairs	\$ 21,032.24	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 23,000.00	-8.00%	\$ 23,000.00	-8.00%
2531	Automotive Parts	\$ 290,803.05	\$ 315,000.00	\$ 315,000.00	\$ 370,000.00	\$ 400,000.00	26.98%	\$ 330,000.00	4.76%	\$ 330,000.00	4.76%
2592	Gasoline	\$ 405,418.36	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 520,000.00	15.56%	\$ 450,000.00	0.00%	\$ 450,000.00	0.00%
2593	Batteries	\$ 7,779.23	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ 7,000.00	-41.67%	\$ 7,000.00	-41.67%
2595	Car Wash	\$ -	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	0.00%	\$ 2,000.00	-50.00%	\$ 2,000.00	-50.00%
2596	Diesel Fuel	\$ 215,177.89	\$ 248,025.00	\$ 248,025.00	\$ 250,000.00	\$ 325,000.00	31.04%	\$ 250,000.00	0.80%	\$ 250,000.00	0.80%
2601	Office Supplies	\$ 960.06	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	100.00%	\$ 1,000.00	33.33%	\$ 1,000.00	33.33%
2993	Operational Supplies	\$ 6,455.32	\$ 12,375.00	\$ 11,339.00	\$ 12,500.00	\$ 12,500.00	1.01%	\$ 9,500.00	-23.23%	\$ 9,500.00	-23.23%
2994	Tools	\$ 6,400.13	\$ 6,637.00	\$ 6,637.00	\$ 7,500.00	\$ 7,500.00	13.00%	\$ 7,000.00	5.47%	\$ 7,000.00	5.47%
2995	Welding Supplies	\$ 2,106.04	\$ 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	\$ 997.03	\$ 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	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3210	Telephone	\$ 1,606.11	\$ 2,160.00	\$ 2,160.00	\$ 2,500.00	\$ 2,500.00	15.74%	\$ 2,340.00	8.33%	\$ 2,340.00	8.33%
3250	Postage	\$ -	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	*	\$ 10.00	*	\$ 10.00	*
3410	Printing	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
3510	Repairs (Insurance Claims)	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 8,395.86	\$ 10,325.00	\$ 10,325.00	\$ 12,500.00	\$ 12,500.00	21.07%	\$ 11,500.00	11.38%	\$ 11,500.00	11.38%
3531	Outside Repairs	\$ 121,702.38	\$ 80,000.00	\$ 80,000.00	\$ 120,000.00	\$ 120,000.00	50.00%	\$ 120,000.00	50.00%	\$ 120,000.00	50.00%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
3916	Recycling Fees		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ 1,113.44	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,100.00	-12.00%	\$ 800.00	-36.00%	\$ 800.00	-36.00%
4391	Equipment Rent	\$ 11,095.00	\$ 12,000.00	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00	25.00%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
4511	Multi-Peril Insurance	\$ 3,572.00	\$ 3,863.00	\$ 3,863.00	\$ 4,188.06	\$ 4,200.00	8.72%	\$ 4,200.00	8.72%	\$ 4,200.00	8.72%
4521	Auto Liability	\$ 1,714.00	\$ 1,800.00	\$ 1,800.00	\$ 1,869.80	\$ 1,870.00	3.89%	\$ 1,870.00	3.89%	\$ 1,870.00	3.89%
4541	Employee Personal Liability	\$ 49.00	\$ 49.00	\$ 49.00	\$ 43.06	\$ 44.00	*	\$ 44.00	*	\$ 44.00	*
4912	Fees & Dues	\$ 305.00	\$ 300.00	\$ 300.00	\$ 350.00	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 2,500.00	~	\$ 2,500.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 2,500.00	~	\$ 2,500.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 10.00	*	\$ 10.00	*
	Total Operating Expenditures	\$ 1,293,715.14	\$ 1,402,919.00	\$ 1,397,883.00	\$ 1,513,760.92	\$ 1,704,574.00	21.50%	\$ 1,443,124.00	2.87%	\$ 1,443,124.00	2.87%
5644	Power Lifts	\$ -	\$ -	\$ -	\$ -	\$ 58,500.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 58,500.00	~	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Garage Budget	\$ 1,981,111.26	\$ 2,121,518.21	\$ 2,121,518.21	\$ 2,251,709.13	\$ 2,504,226.19	18.04%	\$ 2,177,820.19	2.65%	\$ 2,177,820.19	2.65%

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Rick Fletcher	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Public Works - 1114		
Division:	Garage - 1114		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		Salaries for 12 FTEs	\$ 510,190.32	\$ 531,049.54	\$ 531,049.54	\$ 531,049.54
1220	Salaries & Wages Overtime		Funds used for after hour support during emergency responses -- Unusual, but none occurred in FY 20/21		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
1260	Salaries & Wages Part-Time			\$ 4,198.58	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus			\$ 2,261.24	\$ -	\$ -	\$ -
1278	Wellness Earnings		\$300 each for 12 FTE's	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 39,799.14	\$ 41,053.69	\$ 41,053.69	\$ 41,053.69
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 53,117.54	\$ 60,695.06	\$ 60,695.06	\$ 60,695.06
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 20,810.01	\$ 21,465.98	\$ 21,465.98	\$ 21,465.98
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 77,472.00	\$ 77,472.00	\$ 71,016.00	\$ 71,016.00
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	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00
1860	Worker's Compensation		Provided by Finance	\$ 25,876.47	\$ 3,193.00	\$ 3,193.00	\$ 3,193.00
	Total Salaries & Benefits			\$ 737,948.21	\$ 741,152.19	\$ 734,696.19	\$ 734,696.19
1932	Medical Exams			\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
2111	Cleaning Supplies			\$ 300.00	\$ 450.00	\$ 450.00	\$ 450.00
2121	Uniforms		Rental Service for 11 employees for Uniforms	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
2123	Protective Clothing		Funds for gloves, eye protection, aprons, etc.	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
2124	Shoes-Steel Toe		Steel-toed shoes for twelve (12) FTEs, includign 1 pair welder's boots -- \$150 X 11= \$1650 plus \$250 X 1= \$1,900	\$ 1,360.00	\$ 1,900.00	\$ 1,400.00	\$ 1,400.00
2323	Other Training	Y	Funds for registration fees and certification classes	\$ 1,700.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00
2501	Vehicle Operation/Maintenance			\$ 3,440.00	\$ 3,500.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 1,850.00	\$ 2,500.00	\$ -	\$ -
2511	Oil & Lubricants		Purchase oils & lubricants for the City's entire fleet of vehicles and equipment.	\$ 35,000.00	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00
2520	Tires & Tubes		Funds to purchase tires for the City's fleet of vehicles and heavy equipment - increase due to rising costs of tires.	\$ 165,000.00	\$ 175,000.00	\$ 153,000.00	\$ 153,000.00
2521	Tire Repairs		Funds for contracted repairs to large truck and equipment tires.	\$ 25,000.00	\$ 25,000.00	\$ 23,000.00	\$ 23,000.00
2531	Automotive Parts		Funds to purchase automotive parts to maintain & repair the City's fleet. Increased to meet actual costs to maintain aging fleet.	\$ 370,000.00	\$ 400,000.00	\$ 330,000.00	\$ 330,000.00
2592	Gasoline		Request is based on actual consumption rates and current average per gallon cost (\$1.76 per gallon). Costs are projected to exceed last years projections.	\$ 450,000.00	\$ 520,000.00	\$ 450,000.00	\$ 450,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Public Works - 1114					
Division:		Garage - 1114					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2593	Batteries		Funds to purchase batteries for the City's fleet of vehicles and equipment and Gateway vehicles as needed.	\$ 12,000.00	\$ 12,000.00	\$ 7,000.00	\$ 7,000.00
2595	Car Wash		Funds to purchase soap and supplies for car wash operation.	\$ -	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
2596	Diesel Fuel		Request is based on actual consumption rates and current average per gallon cost (\$1.96 per gallon). Costs are projected to exceed last years projections.	\$ 250,000.00	\$ 325,000.00	\$ 250,000.00	\$ 250,000.00
2601	Office Supplies		Funds to purchase office supply items such as paper, file folders, ink, thermal paper etc. for the garage operation. Increase due to ink cartridge price and new office printer.	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
2993	Operational Supplies			\$ 12,500.00	\$ 12,500.00	\$ 9,500.00	\$ 9,500.00
2994	Tools		Funds to purchase specialty tools used by division mechanics and to replace damaged or unserviceable tools.	\$ 7,500.00	\$ 7,500.00	\$ 7,000.00	\$ 7,000.00
2995	Welding Supplies		Funds to purchase welding supplies such as helmets, grinding wheels, welding wire, rods, etc.	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2999	Welding Gases		Funds to purchase gases for cutting and welding.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3121	Travel	Y	Funds for travel expenses (meals) for staffmembers attending out of town educational and certification classes.	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00
3210	Telephone		Funds for smart phone service for employees(3 phones @ \$65/per line = \$195/mth = \$2,340/yr).	\$ 2,500.00	\$ 2,500.00	\$ 2,340.00	\$ 2,340.00
3250	Postage			\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
3410	Printing		Funds for outside printing services.	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
3510	Repairs (Insurance Claims)					\$ -	\$ -
3522	Machine/Equipment Maintenance		Funds for gas pump repairs and maintenance (break-away hoses, PMI filter changes, etc...), service contract for used solvent, OSHA Overhead Hoist and Floor Jacks Annual Safety Inspections and Repairs, service for UST's Testing per North Carolina State, OSHA In-Ground Hydraulic lift annual safety inspections and Repairs, etc.	\$ 12,500.00	\$ 12,500.00	\$ 11,500.00	\$ 11,500.00
3531	Outside Repairs		Funds for contracted repairs outside the scope or capability of the garage staff or facility/equipment (Alignments, overhauls, etc.). Requested funds reflect historical costs of maintaing an aging fleet.	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
3916	Recycling Fees		Misapplied charge, code correction 02/2021			\$ -	\$ -
3950	Education Reimbursement		1 FT Employee @ \$1,100 ea - Charles Perkins	\$ 1,250.00	\$ 1,100.00	\$ 800.00	\$ 800.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Public Works - 1114					
Division:		Garage - 1114					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4391	Equipment Rent		Wrecker service for City vehicles/equipment - increased. Cars increased from \$40 to \$200 and Heavy Equipment increased from \$140 to \$450 per tow.	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00	\$ 12,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 4,188.06	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
4521	Auto Liability		Provided by Finance	\$ 1,869.80	\$ 1,870.00	\$ 1,870.00	\$ 1,870.00
4541	Employee Personal Liability		Provided by Finance	\$ 43.06	\$ 44.00	\$ 44.00	\$ 44.00
4912	Fees & Dues	Y	Funds for membership dues for the A.P.W.A. Fleet Maintenance Division and the American Welders Society.	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
2501A	Fleet Charges Internal Use Only!		Operation of 3 vehicles and equipment			\$ 2,500.00	\$ 2,500.00
2502A	Vehicle Fuel-Internal Charges		Fuel for 3 vehicles & equipment - adjusted for fuel cost			\$ 2,500.00	\$ 2,500.00
3250A	Postage-Internal Charges only!					\$ 10.00	\$ 10.00
Total Operating Expenditures				\$ 1,513,760.92	\$ 1,704,574.00	\$ 1,443,124.00	\$ 1,443,124.00
5644	Power Lifts				\$ 58,500.00	\$ -	\$ -
Total Capital Outlay				\$ -	\$ 58,500.00	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Garage Budget				\$ 2,251,709.13	\$ 2,504,226.19	\$ 2,177,820.19	\$ 2,177,820.19

CAPITAL OUTLAY				Fiscal Year FY21-22													
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5644		Power Lifts							N		Heavy Duty Power Lifts	Funds to replace non-operational heavy duty in-ground hydraulic lifts in the truck shop with one set of (4) cloumn heavy duty portable truck lifts with the option of expanding in the future.	\$ 45,000.00	\$ -	\$ -	N
2	5644		In-Ground Automotive Lifts							N		Light Duty In-Ground Lifts	Funds to replace one (1) currently non-operational and OSHA deadlined in-ground hydraulic lift for safety reasons that can't be repaired due to structural damages and faulty safety devices. Parts are obselete due to age of equipment.	\$ 13,500.00	\$ -	\$ -	N
3										N					\$ -	\$ -	N
4																	
5																	
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 58,500.00	\$ -	\$ -	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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		\$ 300.00	\$ 300.00	\$ 300.00	
5	Per CM 5/21/21 cut			\$ (500.00)	\$ (500.00)	
6						
7						
8						
9						
10						
	Total - 2323 Other Training	\$ 1,700.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 1114							
Division: Garage - 1114							
Account: 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Funds for travel expenses for conferences and out-of town trainings	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00	
2		Per CM/ACM cut travel & training addtl 30% FY20					
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3121 Travel	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Funds for membership fees for APWA and Welders Society (Welders Society cost increased)	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 4912 Fees & Dues	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund			Dept. Head Rick Fletcher								
Dept #: 1115 Public Works			~ = Division by Zero								
Division: 1115 Garage Service Credits			* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4972	Garage Service Credits	\$ (1,264,442.72)	\$ (780,800.00)	\$ (780,800.00)	\$ (820,383.00)	\$ (921,100.00)	*	\$ (780,075.00)	*	\$ (780,075.00)	*
4972A	Garage Service Credits-Fuel		\$ (698,025.00)	\$ (698,025.00)	\$ (668,892.00)	\$ (825,700.00)	*	\$ (732,350.00)	*	\$ (732,350.00)	*
Total Operating Expenditures		\$ (1,264,442.72)	\$ (1,478,825.00)	\$ (1,478,825.00)	\$ (1,489,275.00)	\$ (1,746,800.00)	*	\$ (1,512,425.00)	*	\$ (1,512,425.00)	*
Total Public Works-Garage Service Credits Budge		\$ (1,264,442.72)	\$ (1,478,825.00)	\$ (1,478,825.00)	\$ (1,489,275.00)	\$ (1,746,800.00)	*	\$ (1,512,425.00)	*	\$ (1,512,425.00)	*

JUSTIFICATION SHEET	Fiscal Year FY21-22		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-Rick Fletcher	Green Cell - Department Input
Dept #:	Public Works - 1115		
Division:	Garage Service Credits - 1115		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21
4972	Garage Service Credits	Y	See detail schedule tab (Orgn 1114 \$2.495M)	\$ (820,383.00)	\$ (921,100.00)	\$ (780,075.00)
4972A	Garage Service Credits-Fuel	Y	See detail schedule tab (Orgn 1114-2592 \$520K, 2596 \$325K)	\$ (668,892.00)	\$ (825,700.00)	\$ (732,350.00)
	Total Operating Expenditures			\$ (1,489,275.00)	\$ (1,746,800.00)	\$ (1,512,425.00)
	Total Public Works-Garage Service Credits Budg			\$ (1,489,275.00)	\$ (1,746,800.00)	\$ (1,512,425.00)

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Public Works - 1115							
Division: Garage Service Credits - 1115							
Account: 4972A Garage Service Credits-Fuel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Internal Fuel Charges - Acct #2502A					
2	1011	1011-Mayor/Council	\$ -				
3	1012	1012-City Manager	\$ -				
4	1016	1016-HR	\$ (450.00)	\$ (600.00)	\$ (600.00)	\$ (600.00)	
5	1017	1017-Community Relations	\$ -				
6	1018	1018-Paramount	\$ -				
7	1020	1020-GEC	\$ -				
8	1024	1024-Inspections	\$ (3,500.00)	\$ (7,500.00)	\$ (3,500.00)	\$ (3,500.00)	
9	1025	1025-DGDC	\$ -				
10	1030	1030-Information Technology	\$ (750.00)	\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)	
11	1111	1111-PW-Admin	\$ (200.00)	\$ (500.00)	\$ (250.00)	\$ (250.00)	
12	1114	1114-PW-Garage	\$ (1,850.00)	\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)	
13	1133	1133-PW-Bldg Maintenance	\$ (12,000.00)	\$ (15,000.00)	\$ (20,000.00)	\$ (20,000.00)	
14	1142	1142-PW-Cemetery	\$ (3,025.00)	\$ (5,000.00)	\$ (4,000.00)	\$ (4,000.00)	
15	2111	2111-Finance	\$ -				
16	3151	3151-Planning	\$ (4,680.00)	\$ (7,200.00)	\$ (5,200.00)	\$ (5,200.00)	
17	4134	4134-PW-Streets	\$ (15,000.00)	\$ (20,000.00)	\$ (20,000.00)	\$ (20,000.00)	
18	4143	4143-PW-Solid Waste	\$ (120,000.00)	\$ (165,000.00)	\$ (150,000.00)	\$ (150,000.00)	
19	4172	4172-Engineering	\$ (5,550.00)	\$ (7,000.00)	\$ (7,000.00)	\$ (7,000.00)	
20	5120	5120-Fire	\$ (38,237.00)	\$ (50,400.00)	\$ (37,500.00)	\$ (37,500.00)	
21	6121	6121-Police	\$ (140,000.00)	\$ (190,000.00)	\$ (140,000.00)	\$ (140,000.00)	
22	7460	7460-Parks & Rec	\$ (13,000.00)	\$ (13,000.00)	\$ (10,000.00)	\$ (10,000.00)	
23	7461	7461-Golf	\$ (1,150.00)	\$ (2,500.00)	\$ (2,300.00)	\$ (2,300.00)	
24	4137	4137-Stormwater	\$ (26,000.00)	\$ (35,000.00)	\$ (35,000.00)	\$ (35,000.00)	
25	4174	4174-Billing & Meters Services	\$ (6,500.00)	\$ (8,000.00)	\$ (8,000.00)	\$ (8,000.00)	
26	4175	4175-PW-Maintenance	\$ (40,000.00)	\$ (60,000.00)	\$ (50,000.00)	\$ (50,000.00)	
27	4176	4176-PU-Water	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	
28	4177	4177-PU-Waste	\$ (19,000.00)	\$ (19,000.00)	\$ (19,000.00)	\$ (19,000.00)	
29	4179	4179-PU-Compost	\$ (12,500.00)	\$ (10,000.00)	\$ (10,000.00)	\$ (10,000.00)	
30	9077	9077-T & T					
31		GWTA	\$ (185,000.00)	\$ (186,000.00)	\$ (186,000.00)	\$ (186,000.00)	
32		GHA	\$ (17,500.00)	\$ (17,500.00)	\$ (17,500.00)	\$ (17,500.00)	
33		Gas 2592					
34		Diesel 2596					
		Total - 4972A Garage Service Credits-Fuel	\$ (668,892.00)	\$ (825,700.00)	\$ (732,350.00)	\$ (732,350.00)	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Public Works - 1115							
Division: Garage Service Credits - 1115							
Account: 4972 Garage Service Credits							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Internal Fleet Charges - Acct #2501A					
2	1011	1011-Mayor/Council	\$ -				
3	1012	1012-City Manager	\$ -		\$ -	\$ -	
4	1016	1016-HR	\$ (1,500.00)	\$ (1,800.00)	\$ (1,000.00)	\$ (1,000.00)	
5	1017	1017-Community Relations	\$ -		\$ -	\$ -	
6	1018	1018-Paramount	\$ -		\$ -	\$ -	
7	1020	1020-GEC	\$ -		\$ -	\$ -	
8	1024	1024-Inspections	\$ (2,000.00)	\$ (3,750.00)	\$ (2,000.00)	\$ (2,000.00)	
9	1025	1025-DGDC	\$ -		\$ -	\$ -	
10	1030	1030-Information Technology	\$ (900.00)	\$ (1,500.00)	\$ (900.00)	\$ (900.00)	
11	1111	1111-PW-Admin	\$ (100.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
12	1114	1114-PW-Garage	\$ (3,440.00)	\$ (3,500.00)	\$ (2,500.00)	\$ (2,500.00)	
13	1133	1133-PW-Bldg Maintenance	\$ (20,000.00)	\$ (20,000.00)	\$ (15,000.00)	\$ (15,000.00)	
14	1142	1142-PW-Cemetery	\$ (11,100.00)	\$ (15,000.00)	\$ (11,000.00)	\$ (11,000.00)	
15	2111	2111-Finance	\$ -	\$ -	\$ -	\$ -	
16	3151	3151-Planning	\$ (3,218.00)	\$ (4,050.00)	\$ (1,550.00)	\$ (1,550.00)	
17	4134	4134-PW-Streets	\$ (25,000.00)	\$ (30,000.00)	\$ (25,000.00)	\$ (25,000.00)	
18	4143	4143-PW-Solid Waste	\$ (320,000.00)	\$ (345,000.00)	\$ (320,000.00)	\$ (320,000.00)	
19	4172	4172-Engineering	\$ (10,000.00)	\$ (6,000.00)	\$ (6,000.00)	\$ (6,000.00)	
20	5120	5120-Fire	\$ (56,625.00)	\$ (89,500.00)	\$ (56,625.00)	\$ (56,625.00)	
21	6121	6121-Police	\$ (172,000.00)	\$ (200,000.00)	\$ (150,000.00)	\$ (150,000.00)	
22	7460	7460-Parks & Rec	\$ (13,000.00)	\$ (12,000.00)	\$ (10,000.00)	\$ (10,000.00)	
23	7461	7461-Golf	\$ (3,500.00)	\$ (4,000.00)	\$ (3,500.00)	\$ (3,500.00)	
24	4137	4137-Stormwater	\$ (54,000.00)	\$ (55,000.00)	\$ (55,000.00)	\$ (55,000.00)	
25	4174	4174-Billing & Meters Services	\$ (3,000.00)	\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)	
26	4175	4175-PW-Maintenance	\$ (60,000.00)	\$ (70,000.00)	\$ (60,000.00)	\$ (60,000.00)	
27	4176	4176-PU-Water	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)	\$ (4,000.00)	
28	4177	4177-PU-Waste	\$ (12,000.00)	\$ (12,000.00)	\$ (12,000.00)	\$ (12,000.00)	
29	4179	4179-PU-Compost	\$ (45,000.00)	\$ (40,000.00)	\$ (40,000.00)	\$ (40,000.00)	
30	9077	9077-T & T					
31							
32							
		Total - 4972 Garage Service Credits	\$ (820,383.00)	\$ (921,100.00)	\$ (780,075.00)	\$ (780,075.00)	

FISCAL YEAR 2021-2022 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 all City's facilities.
- Continue to effectively and efficiently maintain 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 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 position, of a supervisor position to more effectively and safely manage the multiplicity of the division.
- Extensive cost to maintain, repair and/or replace aging infrastructure and facilities.
- Procuring a new riding mower to phase out aging equipment to continue maintaining City owned lots and right-of-ways
- 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 FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 355,220.37	\$ 400,564.39	\$ 400,564.39	\$ 390,219.07	\$ 415,974.25	3.85%	\$ 364,373.17	-9.04%	\$ 364,373.17	-9.04%
1220	Salaries & Wages Overtime	\$ 2,952.41	\$ 6,500.00	\$ 6,500.00	\$ 1,000.00	\$ 7,000.00	7.69%	\$ 7,000.00	7.69%	\$ 7,000.00	7.69%
1224	Cell Phone Stipend	\$ 391.62	\$ 2,880.00	\$ 2,880.00	\$ 650.00	\$ 1,440.00	-50.00%	\$ 1,440.00	-50.00%	\$ 1,440.00	-50.00%
1260	Salaries & Wages Part-Time	\$ 17,794.41	\$ 27,620.00	\$ 27,620.00	\$ 27,620.00	\$ 29,000.00	5.00%	\$ 29,000.00	5.00%	\$ 29,000.00	5.00%
1275	Salaries & Wages Bonus	\$ 3,301.34	\$ -	\$ -	\$ 1,645.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,915.64	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	~	\$ 2,000.00	~	\$ 2,000.00	~
1280	Vacation Pay Out		\$ -	\$ -	\$ 3,258.18	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 28,234.24	\$ 33,473.68	\$ 33,473.68	\$ 32,695.51	\$ 34,915.69	4.31%	\$ 30,891.71	-7.71%	\$ 30,891.71	-7.71%
1821	NCLGERS-Retirement	\$ 32,964.07	\$ 44,675.32	\$ 44,675.32	\$ 48,338.06	\$ 51,620.45	15.55%	\$ 45,671.27	2.23%	\$ 45,671.27	2.23%
1822	401-K Retirement	\$ 14,537.79	\$ 17,502.58	\$ 17,502.58	\$ 17,095.69	\$ 18,256.57	4.31%	\$ 16,152.53	-7.71%	\$ 16,152.53	-7.71%
1830	Hospital Insurance	\$ 46,036.23	\$ 65,400.00	\$ 65,400.00	\$ 64,560.00	\$ 64,560.00	-1.28%	\$ 45,192.00	-30.90%	\$ 45,192.00	-30.90%
1835	Group Term Life Insurance Coverage	\$ 228.74	\$ 457.92	\$ 457.92	\$ 381.60	\$ 381.40	*	\$ 343.44	*	\$ 343.44	*
1850	Unemployment Compensation		\$ 202.00	\$ 202.00	\$ 135.00	\$ 135.00	*	\$ 135.00	*	\$ 135.00	*
1860	Worker's Compensation	\$ 1,596.00	\$ 1,665.00	\$ 1,665.00	\$ 2,024.98	\$ 2,000.00	20.12%	\$ 2,000.00	20.12%	\$ 2,000.00	20.12%
	Total Salaries & Benefits	\$ 505,172.86	\$ 600,940.89	\$ 600,940.89	\$ 592,623.09	\$ 628,283.36	4.55%	\$ 544,199.11	-9.44%	\$ 544,199.11	-9.44%
1932	Medical Exams	\$ 264.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
2121	Uniforms	\$ 2,742.54	\$ 3,300.00	\$ 3,300.00	\$ 2,950.00	\$ 3,500.00	6.06%	\$ 3,500.00	6.06%	\$ 3,500.00	6.06%
2123	Protective Clothing	\$ 1,351.31	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 2,450.00	96.00%	\$ 1,250.00	0.00%	\$ 1,250.00	0.00%
2124	Shoes-Steel Toe	\$ 628.90	\$ 990.00	\$ 990.00	\$ 990.00	\$ 1,500.00	51.52%	\$ 1,000.00	1.01%	\$ 1,000.00	1.01%
2323	Other Training	\$ 435.00	\$ 2,160.00	\$ 2,160.00	\$ 600.00	\$ 2,050.00	-5.09%	\$ 1,350.00	-37.50%	\$ 1,350.00	-37.50%
2501	Vehicle Operation/Maintenance	\$ 17,233.30	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	33.33%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 11,032.58	\$ 8,250.00	\$ 8,250.00	\$ 12,000.00	\$ 15,000.00	81.82%	\$ -	*	\$ -	*
2591	Fuel For Equipment				\$ -	\$ 1,000.00	~	\$ 500.00	*	\$ 500.00	*
2993	Operational Supplies	\$ 47,373.63	\$ 34,750.00	\$ 34,750.00	\$ 34,750.00	\$ 50,000.00	43.88%	\$ 35,000.00	0.72%	\$ 35,000.00	0.72%
2994	Tools	\$ 2,630.47	\$ 4,375.00	\$ 4,375.00	\$ 4,000.00	\$ 4,500.00	2.86%	\$ 3,500.00	-20.00%	\$ 3,500.00	-20.00%
3121	Travel	\$ -	\$ 465.00	\$ 465.00	\$ -	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3210	Telephone	\$ 1,712.88	\$ 2,160.00	\$ 2,160.00	\$ 1,298.00	\$ 2,900.00	34.26%	\$ 2,100.00	-2.78%	\$ 2,100.00	-2.78%
3250	Postage	\$ -	\$ 10.00	\$ 10.00	\$ -	\$ 10.00	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 23,585.57	\$ 39,750.00	\$ 39,750.00	\$ 39,750.00	\$ 55,000.00	38.36%	\$ 40,000.00	0.63%	\$ 57,500.00	44.65%
3522	Machine/Equipment Maintenance	\$ 1,784.83	\$ 5,250.00	\$ 5,250.00	\$ -	\$ 15,000.00	185.71%	\$ 5,000.00	-4.76%	\$ 5,000.00	-4.76%
3591	Radio Maintenance	\$ 190.43	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	\$ 1,500.00	-50.00%	\$ 1,500.00	-50.00%
3914	Contract Services					\$ -	*	\$ -	*	\$ 7,500.00	~
3950	Education Reimbursement	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,000.00	-33.33%	\$ 700.00	-53.33%	\$ 700.00	-53.33%
4511	Multi-Peril Insurance	\$ 5,131.00	\$ 5,369.00	\$ 5,369.00	\$ 5,617.00	\$ 5,785.00	7.75%	\$ 5,785.00	7.75%	\$ 5,785.00	7.75%
4521	Auto Liability	\$ 2,488.00	\$ 2,612.00	\$ 2,612.00	\$ 2,714.00	\$ 2,795.00	7.01%	\$ 2,795.00	7.01%	\$ 2,795.00	7.01%
4541	Employee Personal Liability	\$ 35.00	\$ 35.00	\$ 35.00	\$ 30.76	\$ 32.00	*	\$ 32.00	*	\$ 32.00	*
4912	Fees & Dues	\$ 115.00	\$ 400.00	\$ 400.00	\$ -	\$ 1,955.00	388.75%	\$ 1,955.00	388.75%	\$ 1,955.00	388.75%
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 15,000.00	~	\$ 15,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 20,000.00	~	\$ 20,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 10.00	*	\$ 10.00	*
	Total Operating Expenditures	\$ 118,734.44	\$ 130,776.00	\$ 130,776.00	\$ 126,099.76	\$ 188,127.00	43.85%	\$ 141,627.00	8.30%	\$ 166,627.00	27.41%
5086	Garage Bay Door	\$ 13,332.00		\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET												Fiscal Year FY21-22	
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)		
5431	Riding Lawnmower				\$ -	\$ 12,000.00	~	\$ -	*	\$ -	*		
5436	Pick-Up Truck W/Extended Cab				\$ -	\$ 30,000.00	~	\$ 30,000.00	~	\$ 30,000.00	~		
5527	Miscellaneous Equipment				\$ -	\$ 11,000.00	~	\$ -	*	\$ -	*		
5601	Fence/Railings				\$ -	\$ 31,000.00	~	\$ -	*	\$ -	*		
5728	Tractor with Loader Attachment	\$ 100,317.98			\$ -	\$ -	*	\$ -	*	\$ -	*		
5810	Gas Pak A/C Units	\$ 6,900.00			\$ -	\$ 12,000.00	~	\$ -	*	\$ -	*		
Total Capital Outlay		\$ 120,549.98	\$ -	\$ -	\$ -	\$ 96,000.00	~	\$ 30,000.00	~	\$ 30,000.00	~		
					\$ -	\$ -	*	\$ -	*	\$ -	*		
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*		
Total Public Works-Building Maintenance Budget		\$ 744,457.28	\$ 731,716.89	\$ 731,716.89	\$ 718,722.85	\$ 912,410.36	24.69%	\$ 715,826.11	-2.17%	\$ 740,826.11	1.24%		

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			10 FTE salaries	\$ 390,219.07	\$ 415,974.25	\$ 364,373.17	\$ 364,373.17
1220	Salaries & Wages Overtime			Overtime for Center St. Jams, DGDC events and Lights-up. Amount used for FY 20-21 was low due to COVID -- events were cancelled.	\$ 1,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
1224	Cell Phone Stipend			For 3 employees @ \$60 per month	\$ 650.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1260	Salaries & Wages Part-Time			For 2 temp employees @14.50 per hour @1000 hours	\$ 27,620.00	\$ 29,000.00	\$ 29,000.00	\$ 29,000.00
1275	Salaries & Wages Bonus				\$ 1,645.00	\$ -	\$ -	\$ -
1278	Wellness Earnings			\$300 each for 10 FTEs	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
1280	Vacation Pay Out				\$ 3,258.18	\$ -	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 32,695.51	\$ 34,915.69	\$ 30,891.71	\$ 30,891.71
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 48,338.06	\$ 51,620.45	\$ 45,671.27	\$ 45,671.27
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,095.69	\$ 18,256.57	\$ 16,152.53	\$ 16,152.53
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 64,560.00	\$ 64,560.00	\$ 45,192.00	\$ 45,192.00
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	\$ 381.40	\$ 343.44	\$ 343.44
1850	Unemployment Compensation			Provided by Finance	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00
1860	Worker's Compensation			Provided by Finance	\$ 2,024.98	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total Salaries & Benefits					\$ 592,623.09	\$ 628,283.36	\$ 544,199.11	\$ 544,199.11
1932	Medical Exams				\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
2121	Uniforms			Uniforms to cover 10 employees: 6 @ \$300/yr plus uniform contract rentals for grounds maintenance staff.	\$ 2,950.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
2123	Protective Clothing			Intended for 10 employees for Proper PPE for Building and Grounds. This would consist of working gloves, eye protection, hearing protection, vests, dust masks, hard hats, electrical gloves and rubber gloves. One time increase for insulated overalls @ \$120 per 10 employees	\$ 1,250.00	\$ 2,450.00	\$ 1,250.00	\$ 1,250.00
2124	Shoes-Steel Toe			Dept- \$150 per employee @10 FTE	\$ 990.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
2323	Other Training	Y		Intended for NC LTAP courses. Now offering a large amount of training online.	\$ 600.00	\$ 2,050.00	\$ 1,350.00	\$ 1,350.00
2501	Vehicle Operation/Maintenance			Increase to maintain aging equipment	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -
2502	Vehicle Fuel			Vehicle fuel for all B&G fleet rolling stock - vehicles, tractors, mowers, etc. .	\$ 12,000.00	\$ 15,000.00	\$ -	\$ -
2591	Fuel For Equipment			New line for all grounds equipment --non-rolling stock: weed trimmers, edgers, blowers, chainsaws, pole saws, etc.		\$ 1,000.00	\$ 500.00	\$ 500.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
2993	Operational Supplies		<p>\$25K for Building Maintenance materials and supplies to cover Electrical, Plumbing, IT projects, HVAC, Lighting, carpentry and painting supplies. In-house repairs and special projects have greatly increased in recent years and we need to be able to maintain supplies to complete these projects.</p> <p>\$10K Christmas decoration bulbs/LED strands, tower lighting, addition of south Center St. trees and rental equipment. Trees are larger every year and takes more light strands to wrap. Replacing upwards of 30 GFCI yearly for tree lights and wreathes.</p> <p>\$15K for Grounds Maintenance operational supplies.</p>	\$ 34,750.00	\$ 50,000.00	\$ 35,000.00	\$ 35,000.00
2994	Tools		To maintain safe working hand tools and power tools for trades work and replace worn out tools as needed. Electrical work has increased with addition of skilled technicians. Increase to add Lockout/Tag out station for electrical work to be completed safely and per OSHA requirements. @ \$1400.	\$ 4,000.00	\$ 4,500.00	\$ 3,500.00	\$ 3,500.00
3121	Travel	Y		\$ -	\$ 500.00	\$ 500.00	\$ 500.00
3210	Telephone		Service for (3) Ipads and (2) iPhones @ \$45 a month including \$150 to purchase 1 phone for new supervisor position.	\$ 1,298.00	\$ 2,900.00	\$ 2,100.00	\$ 2,100.00
3250	Postage			\$ -	\$ 10.00	\$ -	\$ -
3511	Building Maintenance		<p>General Maintenance Requirements (Unplanned/ Unscheduled)-- replacing exhaust fan motors, replacing ballasts/bulbs, Incandescent/LED lighting conversions, LED emergency lighting conversion, hardware, self-help projects, etc. Staff capabilities have increased, allowing more work/projects to be accomplished, especially in-house. Just two items alone put on hold this year will immediately cost over \$10K -- GWTA will need \$4500 for an inverter tray and \$2,500 for a lighting contractor to reestablish backup power for lighting. Additionally, the light pole replacement on Walnut St. will cost of \$5800.</p> <p>Per CM move items from CM Budget to B&G - see detail list</p>	\$ 39,750.00	\$ 55,000.00	\$ 40,000.00	\$ 57,500.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Public Works - 1133					
Division:		Building Maintenance - 1133					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3522	Machine/Equipment Maintenance		Increase to maintain aging grounds maintenance equipment which is vital to maintain the growing number of City lots and right of ways. Increase projected to have tractor (E913) repaired. Tractor (E913) needs a total hydraulic system replacement. Do not yet have quote for this.	\$ -	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00
3591	Radio Maintenance		Used to maintain/repair fleet 2-way radios in vehicles/equipment.	\$ -	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
3914	Contract Services			\$ -	\$ -	\$ -	\$ 7,500.00
3950	Education Reimbursement		Prospective employee- Donnie Kimbrell	\$ -	\$ 1,000.00	\$ 700.00	\$ 700.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 5,617.00	\$ 5,785.00	\$ 5,785.00	\$ 5,785.00
4521	Auto Liability		Provided by Finance	\$ 2,714.00	\$ 2,795.00	\$ 2,795.00	\$ 2,795.00
4541	Employee Personal Liability		Provided by Finance	\$ 30.76	\$ 32.00	\$ 32.00	\$ 32.00
4912	Fees & Dues	Y	Increased to pay City's Boiler, Backflow and Fire Sprinkler annual inspections.	\$ -	\$ 1,955.00	\$ 1,955.00	\$ 1,955.00
2501A	Fleet Charges Internal Use Only!		Increase to maintain aging equipment			\$ 15,000.00	\$ 15,000.00
2502A	Vehicle Fuel-Internal Charges		Vehicle fuel for all B&G fleet rolling stock - vehicles, tractors, mowers, etc. .			\$ 20,000.00	\$ 20,000.00
3250A	Postage-Internal Charges only!					\$ 10.00	\$ 10.00
Total Operating Expenditures				\$ 126,099.76	\$ 188,127.00	\$ 141,627.00	\$ 166,627.00
5086	Garage Bay Door				\$ -	\$ -	\$ -
5431	Riding Lawnmower				\$ 12,000.00	\$ -	\$ -
5436	Pick-Up Truck W/Extended Cab				\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
5527	Miscellaneous Equipment				\$ 11,000.00	\$ -	\$ -
5601	Fence/Railings				\$ 31,000.00	\$ -	\$ -
5728	Tractor with Loader Attachment				\$ -	\$ -	\$ -
5810	Gas Pak A/C Units				\$ 12,000.00	\$ -	\$ -
Total Capital Outlay				\$ -	\$ 96,000.00	\$ 30,000.00	\$ 30,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Building Maintenance Budget				\$ 718,722.85	\$ 912,410.36	\$ 715,826.11	\$ 740,826.11

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5436	J-745	1998 Jeep Cherokee	unknown	123,345	\$ 4,000.00				N	1	2021 Ford F150 extended cab truck	This truck is the oldest in our fleet and has high mileage at over 123K miles. It runs hot to the point at times it has to sit and cool before cranking again to move to next lot location.Our division was in a desperate need for a vehicle and we were able to acquire this as a surplus. We however are having an extremely hard time with loading and carrying needed grounds equipment, as it does not have a bed as a pick up does. We have separated the Ground in 2 different crews that are responsible for different sections of the City. This gives us the ability to maintain our lots better to ensure we provide our citizens with the best service possible. In addition to hauling mowing equipment, it also serves a purpose for the Right of ways being trimmed and weed eating around fences poles and signage.	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	Y
2	5431	E-1085	2007 Hustler 72" Deck 35 HP	unknown	2,484	\$ 1,500.00				N	2	Big Dog FX1000 60" Deck 35 HP	This is 2007 model mower that is used every day during the cutting season to cut and maintain all city lots. These mowers should be replaced around every 5 years to keep up with the constant daily use. This mower has already had the engine replaced and has a total of 2,484 hours on it. It is turned in to garage mutiple times a year for repairs, which total to \$3,213 just last year. With the age of the mower and amount of use it takes daily it will not last much longer. Our mowers are vital to keep our City lots cut and maintained for our citizens. We have no spare to use when one goes down and needs repairs. This sets us back and we are unable to keep with the grass growing during the season.	\$ 12,000.00	\$ -	\$ -	N
3	5601	N/A	Automatic Gates for PW Complex			N/A				N	3	Automatic electric chain driven gates with key code or 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 clos	\$ 31,000.00	\$ -	\$ -	N

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
4	5527	N/A	Decorative Street light poles			N/A				N	5	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. These are also the same pole style along streets throughout downtown. These poles have a 90 day lead time for arrival for replacement.	\$ 11,000.00	\$ -	\$ -	N
5																	
6	5810	N/A	20 yr old 7.5 ton Tran Gas pak - Admin Area			\$150				N	4	7.5 Ton Trane Gas Pack	This unit has reached its life cycle and has been costly to repair over the last few years. Replacing this unit will decrease our energy consumption, as newer units are much more efficient.	\$ 12,000.00	\$ -	\$ -	N
7																	
8																	
9																	
10																	
Total Capital Outlay				\$ -		\$ 5,650.00	\$ -	\$ -	\$ -					\$ 96,000.00	\$ 30,000.00	\$ 30,000.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	NC School of Government/ NC LTAP courses @ \$150 per class	\$ 600.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	
2	Regional Turf Grass Management	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
3	Certifications (Electrical, HVAC, Pesticide)	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
4	Per CM cut 5/21/21			\$ (700.00)	\$ (700.00)	
5						
6						
7						
8						
9						
10						
	Total - 2323 Other Training	\$ 600.00	\$ 2,050.00	\$ 1,350.00	\$ 1,350.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Public Works - 1133
Division: Building Maintenance - 1133
Account: 3121 Travel

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Travel School of Government	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	
2	Certification/Conference, elctrical, HVAC, AWP, turff grass	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Dodson Pest Control				\$ 2,400.00	
2	Keen Plumbing				\$ 3,000.00	
3	Envirocon				\$ 2,000.00	
4	Carolina Phone & Alarms				\$ 1,000.00	
5	Crossroads Fire Protection				\$ 3,500.00	
6	NC Department of Labor (Elevator Inspection)				\$ 500.00	
7	Misc Repairs				\$ 5,100.00	
8	Per CM - move the above to Buildings & Grounds from CM Budget					
9	Building Maintenance per Department	\$ 39,750.00	\$ 55,000.00	\$ 40,000.00	\$ 40,000.00	
10						
	Total - 3511 Building Maintenance	\$ 39,750.00	\$ 55,000.00	\$ 40,000.00	\$ 57,500.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Envirocon - Annual Fire Alarm Maintenance				\$ 2,500.00	
2	Security Central - Annual Security Monitoring				\$ 300.00	
3	Schndler Elevator Company - Maintenance Contract & Repairs				\$ 4,450.00	
4	Cummins Atlantic-Generator City Hall				\$ 250.00	
5	Per CM - move the above to Buildings & Grounds from CM Budget					
6						
7						
8						
9						
10						
	Total - 3914 Contract Services	\$ -	\$ -	\$ -	\$ 7,500.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Public Works - 1133
Division: Building Maintenance - 1133
Account: 4912 Fees & Dues

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	APWA	\$ -	\$ 350.00	\$ 350.00	\$ 350.00	
2	Sprinkler inspection for PW Complex	\$ -	\$ 375	\$ 375.00	\$ 375.00	
3	Back Flow inspection for PW Complex	\$ -	\$ 375.00	\$ 375.00	\$ 375.00	
4	Boiler Safety inspection	\$ -	\$ 150.00	\$ 150.00	\$ 150.00	
5	Air Tank Pressure Vessel	\$ -	\$ 135.00	\$ 135.00	\$ 135.00	
6	Generator inspection / service	\$ -	\$ 570.00	\$ 570.00	\$ 570.00	
7						
8						
9						
10						
	Total - 4912 Fees & Dues	\$ -	\$ 1,955.00	\$ 1,955.00	\$ 1,955.00	

Fiscal Year 2021-22 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 ordinances 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
- Complete digital copies of all cemetery records and develop GIS mapping capabilities
- Complete repair work in the office at Willowdale. (Damage caused by termites in years past)

Significant Budget Issues:

- Funding to add one full time position in replacement of two part time positions. Part time help has proven to be undependable, leaving the cemetery staff without any additional help at all.
- Determining whether or not to expand both cemeteries; if so, acquiring funding
- Funding to replace, or purchase a backup for an aging backhoe used to conduct funeral services.
- 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 FY21-22											
Fund: 11-General Fund		Dept. Head Rick Fletcher									
Dept #: 1142 Public Works		~ = Division by Zero									
Division: 1142 Cemetery		* = Change < \$500									
Purple Cell-Finance Input											
						</					

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
5150	Excavator				\$ -	\$ 25,263.88	~	\$ -	*	\$ -	*
5486	72" Cut Riding Mower	\$ 10,802.50	\$ 12,964.00	\$ 12,964.00	\$ 12,964.00	\$ -	*	\$ -	*	\$ -	*
5825	Storage Building				\$ -	\$ 64,000.00	~	\$ -	*	\$ -	*
5999	Elmwood Cemetery Expansion	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
Total Capital Outlay		\$ 10,802.50	\$ 12,964.00	\$ 12,964.00	\$ 12,964.00	\$ 89,263.88	588.55%	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
Total Public Works-Cemetery Budget		\$ 331,221.41	\$ 361,881.69	\$ 361,881.69	\$ 361,306.83	\$ 484,018.37	33.75%	\$ 355,706.28	-1.71%	\$ 355,706.28	-1.71%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		Salaries for 5 FTE - increase for one additional employee if part-time position is successfully converted to full-time.	\$ 187,463.74	\$ 223,978.78	\$ 193,808.73	\$ 193,808.73
1220	Salaries & Wages Overtime		Funds are used for funeral services conducted after regular business hours and on holidays	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1224	Cell Phone Stipend		Cell phone stipend for Cemetery Superintendent \$60.00/mth and Cemetery Supervisor \$60.00/mth	\$ 720.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1260	Salaries & Wages Part-Time		Line Item will not be needed if requested full time position is approved	\$ 22,400.00	\$ -	\$ 22,400.00	\$ 22,400.00
1275	Salaries & Wages Bonus			\$ 1,027.83		\$ -	\$ -
1278	Wellness Earnings		\$300.00 annually for (6)employees if additional fulltime position is approved.	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
1280	Vacation Pay Out			\$ 6,187.20	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 17,005.86	\$ 17,611.74	\$ 17,017.33	\$ 17,017.33
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 22,696.70	\$ 26,037.74	\$ 25,158.95	\$ 25,158.95
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,891.95	\$ 9,208.75	\$ 8,897.95	\$ 8,897.95
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 32,700.00	\$ 38,736.00	\$ 32,280.00	\$ 32,280.00
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	\$ 228.96	\$ 228.96	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance	\$ 97.00	\$ 68.00	\$ 68.00	\$ 68.00
1860	Worker's Compensation		Provided by Finance	\$ 1,838.66	\$ 1,690.00	\$ 1,690.00	\$ 1,690.00
Total Salaries & Benefits				\$ 305,757.90	\$ 323,799.97	\$ 307,751.76	\$ 307,751.76
1932	Medical Exams				\$ 100.00	\$ 100.00	\$ 100.00
2121	Uniforms		Funds to provide uniforms and service for (5) five employees. Includes allowance for 1 superintendent. If additional full time position is approved @ \$400.92 ea employee	\$ 1,923.51	\$ 2,405.52	\$ 2,405.52	\$ 2,405.52
2123	Protective Clothing		Funds to provide PPE such as rain suits, safety toe rubber boots, gloves, safety glasses etc. No increase from previous year's requests. Current year funds were transferred to offset other costs.		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe		Funds to purchase safety toe shoes for (6)six Full time employees. If additional full time position is approved	\$ 550.00	\$ 900.00	\$ 900.00	\$ 900.00
2323	Other Training	Y		\$ 190.00	\$ 260.00	\$ 260.00	\$ 260.00
2501	Vehicle Operation/Maintenance			\$ 11,100.00	\$ 15,000.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 3,025.00	\$ 5,000.00	\$ -	\$ -
2993	Operational Supplies		Funds to purchase necessary materials and equipment needed for cemetery operations - e.g. grave boards, grass seed, herbicides, pesticides, weed eater string, seasonal flowers, weed eaters, blowers, hedge trimmers, sprayers, etc. Increase to help cover cost of 4 in 1 bucket for the backhoe.	\$ 11,042.00	\$ 18,000.00	\$ 12,000.00	\$ 12,000.00
2994	Tools		Funds used to purchase hand tools such as rakes, shovels, pruning shears and probes.	\$ 300.00	\$ 400.00	\$ 400.00	\$ 400.00
3121	Travel	Y		\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				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. 6/01/21	Adopted 06/18/21
3210	Telephone			\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00
3250	Postage			\$ 10.00	\$ 10.00	\$ -	\$ -
3310	Electricity		Funds for electrical service for the office and equipment shop at Willowdale Cemetery	\$ 1,350.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3321	Heating Fuel		Funds to purchase LP gas used for heating the office at Willowdale Cemetery	\$ 1,022.42	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
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. Estimated \$3500 to pay for materials needed for in house repairs to Willowdale office. Excessive rot caused by previous termite problem to exterior studs discovered. A portion of the repairs was completed in 2020-2021 as an in-house project by cemetery staff during inclement weather--saved \$8K - \$10K in repair cost. Remainder used for general maintenance of cemetery office and equipment barn.	\$ 3,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
3914	Contract Services	Y		\$ 5,530.00	\$ -	\$ -	\$ -
3950	Education Reimbursement		Tuition reimbursement for Michael Langley. Enrolled in the Business Administration/Operations Management program at Wayne Community College in pursuit of an Associates Degree		\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
3994	Tree Service		Remove two large oak trees 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.	\$ -	\$ 14,000.00	\$ 4,500.00	\$ 4,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 680.00	\$ 844.00	\$ 844.00	\$ 844.00
4521	Auto Liability		Provided by Finance	\$ 1,790.00	\$ 1,915.00	\$ 1,915.00	\$ 1,915.00
4541	Employee Personal Liability		provided by Finance	\$ 22.00	\$ 20.00	\$ 20.00	\$ 20.00
2501A	Fleet Charges Internal Use Only!		Funds provided will be allocated for the repair and preventative maintenance for all cemetery assigned equipment. This includes trucks, mowers, backhoe, tractors, trailers, sprayers, weed eaters, edgers, blowers, hedge trimmers, tamps, saws, leaf vacuum and other equipment needing repairs. Cost increase due to aging equipment and projected repairs on backhoe - replacing bushings and hydraulic lines.			\$ 11,000.00	\$ 11,000.00
2502A	Vehicle Fuel-Internal Charges		Funds will provide fuel for all cemetery equipment			\$ 4,000.00	\$ 4,000.00
3250A	Postage-Internal Charges only!		Funds to purchase stamps for mailing necessary documents			\$ 10.00	\$ 10.00
Total Operating Expenditures				\$ 42,584.93	\$ 70,954.52	\$ 47,954.52	\$ 47,954.52

JUSTIFICATION SHEET		Fiscal Year FY21-22	Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested		
Fund:		11-General Fund			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. 6/01/21	Adopted 06/18/21
5150	Excavator		Equipment needed for access to constricted areas within the cemeteries for conducting interment services. With the cemeteries filling up and more stones placed within the cemeteries, we are having to move alot of heavy stones by hand to access graves we need to dig. This piece of equipment would eliminate that need. It would also serve as a backup, and eventual replacemet to a 10+ yr old backhoe.		\$ 25,263.88	\$ -	\$ -
5486	72" Cut Riding Mower			\$ 12,964.00	\$ -	\$ -	\$ -
5825	Storage Building		Funds to replace a 30-40yr 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 to the existing building are estimated at \$12K with no guarantee that future leaks would not exist with just repair becuae 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 are having 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. Est \$18k of request for concrete, electric service, etc.	\$ -	\$ 64,000.00	\$ -	\$ -
5999	Elmwood Cemetery Expansion				\$ -	\$ -	\$ -
Total Capital Outlay				\$ 12,964.00	\$ 89,263.88	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Cemetery Budget				\$ 361,306.83	\$ 484,018.37	\$ 355,706.28	\$ 355,706.28

CAPITAL OUTLAY			Fiscal Year FY21-22														
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5825	N/A	1970's Arch stlye metal building - Willowdale	N/A	N/A	\$2,000				N	1	40x50x15 Commercial building with 20yr warranty	Current building leaks, is beyond repair and lacks adequate space to safely store equipment	\$ 64,000.00	\$ -	\$ -	N
2	5150	N/A	N/A	N/A	N/A					N	2	Mini Excavator	Equipment needed for access to constricted areas within the cemeteries for conducting interment services. With the cemeteries filling up and more stones placed within the cemeteries, we are having to move alot of heavy stones by hand to access graves we need to dig. This piece of equipment would eliminate the need for that. Its strenous labor to move a stone thats embedded in concrete and has already cost us a workmans comp claim and loss of manpower due to moving stones. Would also serve as a backup to a currently 10+ yr old backhoe. In the event our backhoe would be out of service for repairs, depending on the area where we need to dig to conduct an interment service, we would either have to rent a piece of equipment or contract the work to someone else.	\$ 25,263.88	\$ -	\$ -	N
Total Capital Outlay Request				\$ -		\$ 2,000.00	\$ -	\$ -	\$ -					\$ 89,263.88	\$ -	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 1142							
Division: Cemetery - 1142							
Account: 2323 Other Training							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Landscape Conference in Rocky Mount (2) Licensed Staff		\$ 70.00	\$ 70.00	\$ 70.00	
2		Chemical Spill Class held @ Public Works (2) Licensed Staff	\$ 190.00	\$ 190.00	\$ 190.00	\$ 190.00	
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 2323 Other Training	\$ 190.00	\$ 260.00	\$ 260.00	\$ 260.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 1142							
Division: Cemetery - 1142							
Account: 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Chemical Spill Class (2)Lunch for (2)employees @ \$15.00 = \$30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total - 3121 Travel			\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 1142							
Division: Cemetery - 1142							
Account: 3914 Contract Services							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Holden Temporaries	\$ 5,530.00	\$ -	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3914 Contract Services	\$ 5,530.00	\$ -	\$ -	\$ -	

FISCAL YEAR 2021-2022 BUDGET

DEPARTMENT/DIVISION: FINANCE DEPARTMENT

DEPARTMENT OVERVIEW:

The Finance Department establishes and maintains an accounting and reporting system in accordance with NC General Statutes, federal laws and regulations, and generally accepted accounting principles governed by the Governmental Accounting Standards Board (GASB). The Finance Department is composed of three sections: Accounting, Billing, and Revenue Collections. The Accounting Division encompasses cash, debt management, maintaining accounting and financial records, payroll and benefits management, purchasing and procurement, inventory, fixed assets, grant projects, accounts receivable and account collections, procurement card management, accounts payable, grant projects, surplus property management, insurance and claims management, conducting the annual audit and financial statement preparation, preparing the budget, 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. Timely delivery of annual financial statement audit
- B. Maintain or improve the City's highest bond rating possible.
- C. Create a sound set of historical financial records.
- D. Create a sound set of written policies, procedures and workflow.
- E. Continue to improve and modify the internal controls through written policy and communication with Department Heads and staff.
- F. Support all departments and provide internal services.

SIGNIFICANT BUDGET ISSUES:

- A. Staffing levels to ensure sufficient backup coverage for critical finance functions (payroll, accounts payable and receivable)
- B. Staffing levels to modernize and utilize the accounting system to ensure a stable and reliable finance system that can survive employee turnover without affecting the City's ability to timely meet all critical deadlines.

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 630,456.89	\$ 723,671.52	\$ 723,671.52	\$ 730,685.88	\$ 749,903.48	3.62%	\$ 746,320.58	3.13%	\$ 746,320.58	3.13%
1220	Salaries & Wages Overtime	\$ 42.43			\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 1,024.53	\$ 720.00	\$ 720.00	\$ 969.15	\$ 1,439.88	99.98%	\$ 1,439.88	99.98%	\$ 1,439.88	99.98%
1260	Salaries & Wages Part-Time	\$ 27,414.09	\$ 24,000.00	\$ 24,000.00	\$ 7,400.00	\$ 30,000.00	25.00%	\$ 20,000.00	-16.67%	\$ 20,000.00	-16.67%
1262	Salaries & Wages Perm. Part-Time				\$ 49,463.63	\$ 116,097.28	~	\$ 116,097.28	~	\$ 116,097.28	~
1275	Salaries & Wages Bonus	\$ 5,667.61	\$ -	\$ -	\$ 2,672.35	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 3,473.54	\$ -	\$ -	\$ 4,165.94	\$ 4,200.56	~	\$ 4,200.56	~	\$ 4,200.56	~
1810	Social Security	\$ 49,118.21	\$ 57,251.95	\$ 57,251.95	\$ 60,844.81	\$ 68,975.55	20.48%	\$ 67,936.46	18.66%	\$ 67,936.46	18.66%
1821	NCLGERS-Retirement	\$ 57,958.34	\$ 76,411.16	\$ 76,411.16	\$ 81,205.94	\$ 101,975.62	33.46%	\$ 98,177.39	28.49%	\$ 98,177.39	28.49%
1822	401-K Retirement	\$ 25,573.77	\$ 29,935.66	\$ 29,935.66	\$ 31,814.28	\$ 36,065.65	20.48%	\$ 34,722.33	15.99%	\$ 34,722.33	15.99%
1825	LGERs-CBBC Liab-Cont Base Benef Cap	\$ 95,938.59			\$ -	\$ -	*	\$ -	*	\$ -	*
1830	Hospital Insurance	\$ 76,542.57	\$ 91,560.00	\$ 91,560.00	\$ 83,365.06	\$ 96,840.00	5.77%	\$ 90,384.00	-1.28%	\$ 90,384.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 355.67	\$ 648.72	\$ 648.72	\$ 572.40	\$ 572.40	-11.76%	\$ 572.40	-11.76%	\$ 572.40	-11.76%
1850	Unemployment Compensation		\$ 312.00	\$ 312.00	\$ 131.43	\$ 312.00	*	\$ 312.00	*	\$ 312.00	*
1860	Worker's Compensation	\$ 3,424.14	\$ 3,269.00	\$ 3,269.00	\$ 3,975.78	\$ 3,975.00	21.60%	\$ 3,975.00	21.60%	\$ 3,975.00	21.60%
	Total Salaries & Benefits	\$ 976,990.38	\$ 1,007,780.01	\$ 1,007,780.01	\$ 1,057,266.65	\$ 1,210,357.42	20.10%	\$ 1,184,137.89	17.50%	\$ 1,184,137.89	17.50%
1911	Audit	\$ 26,625.00	\$ 43,500.00	\$ 43,500.00	\$ 53,500.00	\$ 54,500.00	25.29%	\$ 54,500.00	25.29%	\$ 54,500.00	25.29%
1915	Bank Fees	\$ 23,256.18	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 22,500.00	-10.00%	\$ 22,500.00	-10.00%
1932	Medical Exams	\$ -	\$ 300.00	\$ 300.00	\$ 139.00	\$ 300.00	*	\$ 150.00	*	\$ 150.00	*
1991	Consultant Fees	\$ 46,613.98	\$ 73,000.00	\$ 73,000.00	\$ 69,387.00	\$ 58,000.00	-20.55%	\$ 58,000.00	-20.55%	\$ 58,000.00	-20.55%
2203	Employee Appreciation	\$ 253.48	\$ 256.00	\$ 256.00	\$ 256.00	\$ 336.00	*	\$ 336.00	*	\$ 336.00	*
2323	Other Training	\$ 500.00	\$ 900.00	\$ 900.00	\$ 1,170.00	\$ 7,445.00	727.22%	\$ 1,850.00	105.56%	\$ 1,850.00	105.56%
2601	Office Supplies	\$ 9,959.46	\$ 6,725.00	\$ 6,725.00	\$ 6,725.00	\$ 6,500.00	-3.35%	\$ 6,500.00	-3.35%	\$ 6,500.00	-3.35%
2603	Postage Machine Supplies		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2912	Data Processing Forms	\$ 1,416.89	\$ 2,000.00	\$ 2,000.00	\$ 2,331.58	\$ 2,500.00	25.00%	\$ 2,500.00	25.00%	\$ 2,500.00	25.00%
2993	Operational Supplies	\$ 4,987.13	\$ 2,325.00	\$ 2,956.00	\$ 3,800.00	\$ 3,800.00	63.44%	\$ 3,800.00	63.44%	\$ 3,800.00	63.44%
3121	Travel	\$ 4,014.50	\$ 2,165.00	\$ 2,165.00	\$ -	\$ 13,150.00	507.39%	\$ 2,150.00	-0.69%	\$ 2,150.00	-0.69%
3250	Postage	\$ 4,263.71	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ -	*	\$ -	*
3410	Printing	\$ -	\$ 750.00	\$ 750.00	\$ 250.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3421	Copy Machine Cost	\$ 1,100.43	\$ 2,839.00	\$ 2,839.00	\$ 6,500.00	\$ 7,000.00	146.57%	\$ 6,500.00	128.95%	\$ 6,500.00	128.95%
3511	Building Maintenance	\$ 162.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3521	Office Machine Maintenance	\$ 3,578.05	\$ 2,500.00	\$ 2,500.00	\$ 800.00	\$ 1,500.00	-40.00%	\$ 1,500.00	-40.00%	\$ 1,500.00	-40.00%
3522	Machine/Equipment Maintenance	\$ 480.00	\$ 750.00	\$ 750.00	\$ -	\$ 750.00	0.00%	\$ 500.00	*	\$ 500.00	*
3812	Cash Over/Short	\$ (51.83)	\$ -	\$ -	\$ 100.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3911	Public Notices		\$ -	\$ -	\$ 230.40	\$ 500.00	*	\$ 50.00	*	\$ 50.00	*
3914	Contract Services	\$ 100,648.06	\$ -	\$ -	\$ 79,529.34	\$ 40,000.00	~	\$ 20,000.00	~	\$ 20,000.00	~
3950	Education Reimbursement		\$ 631.00	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3999	Tax Listing	\$ 263,613.49	\$ 266,491.00	\$ 266,491.00	\$ 270,000.00	\$ 270,000.00	1.32%	\$ 270,000.00	1.32%	\$ 270,000.00	1.32%
4221	Software License Fees	\$ -	\$ 4,400.00	\$ 4,400.00	\$ 2,000.00	\$ 24,500.00	456.82%	\$ 24,500.00	456.82%	\$ 24,500.00	456.82%
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 354.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
4531	Security Bonds	\$ 206.00	\$ 700.00	\$ 700.00	\$ 206.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
4541	Employee Personal Liability	\$ 58.00	\$ 58.00	\$ 58.00	\$ 51.00	\$ 60.00	*	\$ 60.00	*	\$ 60.00	*

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4911	Subscriptions	\$ 1,170.70	\$ 1,025.00	\$ 1,025.00	\$ 245.00	\$ 1,145.00	11.71%	\$ 1,145.00	11.71%	\$ 1,145.00	11.71%
4912	Fees & Dues	\$ 3,064.99	\$ 3,695.00	\$ 3,695.00	\$ 2,659.00	\$ 4,320.00	16.91%	\$ 3,530.00	-4.47%	\$ 3,530.00	-4.47%
9511	Stockroom-Office Supplies	\$ 7,467.39	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 8,000.00	-5.88%	\$ 8,000.00	-5.88%	\$ 8,000.00	-5.88%
9561	Office Supplies	\$ 334.40	\$ 500.00	\$ 500.00	\$ 500.00	\$ 450.00	*	\$ 450.00	*	\$ 450.00	*
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 4,500.00	~	\$ 4,500.00	~
3999A	Tax Listing Fees - NCVTS	\$ 66,493.40	\$ 57,000.00	\$ 57,000.00	\$ 70,000.00	\$ 70,000.00	22.81%	\$ 70,000.00	22.81%	\$ 70,000.00	22.81%
3999B	Tax Foreclosure Costs	\$ 4,659.12			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ 574,874.53	\$ 536,010.00	\$ 536,010.00	\$ 634,233.32	\$ 631,056.00	17.73%	\$ 589,321.00	9.95%	\$ 589,321.00	9.95%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7160	Lease Purchase Payment		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance~ Budget	\$ 1,551,864.91	\$ 1,543,790.01	\$ 1,543,790.01	\$ 1,691,499.97	\$ 1,841,413.42	19.28%	\$ 1,773,458.89	14.88%	\$ 1,773,458.89	14.88%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested Green Cell - Department Input	
Fund:		11-General Fund					
Dept #:		Finance - 2111					
Division:		~ - 2111					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		15 FTE Positions	\$ 730,685.88	\$ 749,903.48	\$ 746,320.58	\$ 746,320.58
1220	Salaries & Wages Overtime					\$ -	\$ -
1224	Cell Phone Stipend		Finance Director & Deputy Finance Director \$27.69 each for 26 pay periods	\$ 969.15	\$ 1,439.88	\$ 1,439.88	\$ 1,439.88
1260	Salaries & Wages Part-Time		Peak-time Cashiers	\$ 7,400.00	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00
1262	Salaries & Wages Perm. Part-Time		Accounts Payable, Payroll, Accounts Receivable Technicians and Office Assistant	\$ 49,463.63	\$ 116,097.28	\$ 116,097.28	\$ 116,097.28
1275	Salaries & Wages Bonus			\$ 2,672.35		\$ -	\$ -
1278	Wellness Earnings		Wellness Benefits	\$ 4,165.94	\$ 4,200.56	\$ 4,200.56	\$ 4,200.56
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 60,844.81	\$ 68,975.55	\$ 67,936.46	\$ 67,936.46
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 81,205.94	\$ 101,975.62	\$ 98,177.39	\$ 98,177.39
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 31,814.28	\$ 36,065.65	\$ 34,722.33	\$ 34,722.33
1825	LGERS-CBBC Liab-Cont Base Benef Cap			\$ -	\$ -	\$ -	\$ -
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 83,365.06	\$ 96,840.00	\$ 90,384.00	\$ 90,384.00
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	\$ 572.40	\$ 572.40	\$ 572.40	\$ 572.40
1850	Unemployment Compensation		Provided by Finance	\$ 131.43	\$ 312.00	\$ 312.00	\$ 312.00
1860	Worker's Compensation		Provided by Finance	\$ 3,975.78	\$ 3,975.00	\$ 3,975.00	\$ 3,975.00
Total Salaries & Benefits				\$ 1,057,266.65	\$ 1,210,357.42	\$ 1,184,137.89	\$ 1,184,137.89
1911	Audit		Dixon Hughes Goodman, LLC 1/2(2111) & 1/2(4174)	\$ 53,500.00	\$ 54,500.00	\$ 54,500.00	\$ 54,500.00
1915	Bank Fees		Monthly Bank Account Analysis Charge 1/2(2111) & 1/2(4174)	\$ 25,000.00	\$ 25,000.00	\$ 22,500.00	\$ 22,500.00
1932	Medical Exams		New hire physical & drug testing	\$ 139.00	\$ 300.00	\$ 150.00	\$ 150.00
1991	Consultant Fees	Y	SEE SCHEDULE	\$ 69,387.00	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00
2203	Employee Appreciation		15 FT Employees @ \$16.00 ea/6 PT Employees @ 16.00 ea	\$ 256.00	\$ 336.00	\$ 336.00	\$ 336.00
2323	Other Training	Y		\$ 1,170.00	\$ 7,445.00	\$ 1,850.00	\$ 1,850.00
2601	Office Supplies		General and miscellaneous supplies (computer cartridges, receipt paper, scanners, calculators, bankers boxes, calculator paper, pens, staples, staplers, file folders, etc.); Tabs, dividers, covers for CAFR and Budget Books.	\$ 6,725.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
2603	Postage Machine Supplies		Postage Machine Supplies - Machine rental ; ink; label supplies; postage fees; PO Box Caller Fees	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
2912	Data Processing Forms		Check stock, Payroll Direct Deposit Stock \$1,800, W2 forms \$200, 1095's, 1099's forms (Softdocs), deposit slips for Revenue Collections.	\$ 2,331.58	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
2993	Operational Supplies		Lexis Nexis Accurint 12 \$150/month; QS1 Receipt Paper (IT/Amazon) \$600; Chairs (4)Lee, Marquita, Andrea, Chestine-\$150.00 each, Notary Exam(2) and Notary Stamps (2)Nona and Chestine	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00
3121	Travel	Y	SEE SCHEDULE	\$ -	\$ 13,150.00	\$ 2,150.00	\$ 2,150.00
3250	Postage		Weekly check runs, certifieds, debt set-offs, tax info	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -
3410	Printing		City window & letterhead envelopes, business cards, address labels	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00
3421	Copy Machine Cost		Monthly copy machine lease costs on C558 and C368. J&M Leasing average \$1755.60 and CopyPro average \$2379.48	\$ 6,500.00	\$ 7,000.00	\$ 6,500.00	\$ 6,500.00
3511	Building Maintenance					\$ -	\$ -
3521	Office Machine Maintenance		Costs/maintenance for copy machines(2)Finance (1) Revenue (1) Billing, Maintenance agreement on folder/sealer equipment in Computer Room	\$ 800.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3522	Machine/Equipment Maintenance		Miscellaneous repairs of Office Equipment	\$ -	\$ 750.00	\$ 500.00	\$ 500.00
3812	Cash Over/Short			\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
3911	Public Notices		RFP on Insurance Brokerage Services/Publications	\$ 230.40	\$ 500.00	\$ 50.00	\$ 50.00
3914	Contract Services	Y	SEE SCHEDULE	\$ 79,529.34	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00
3950	Education Reimbursement			\$ -	\$ -	\$ -	\$ -
3999	Tax Listing		Wayne Co Commission Fees for Property Tax Collection	\$ 270,000.00	\$ 270,000.00	\$ 270,000.00	\$ 270,000.00
4221	Software License Fees		CFS Tax \$505, ProWare Fixed Asset Keeper \$500, ProWare Quick Trial Balance \$250; TCS Online Time Clock \$480, Lobby Central \$840, TTC \$480, CPA Trial Balance Financial Software \$845, 1095 Service \$9000, Debt Book \$6000, Vendor Registry \$5000, QB online for Assessments \$600	\$ 2,000.00	\$ 24,500.00	\$ 24,500.00	\$ 24,500.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 354.00	\$ 400.00	\$ 400.00	\$ 400.00
4531	Security Bonds		Provided by Finance	\$ 206.00	\$ 300.00	\$ 300.00	\$ 300.00
4541	Employee Personal Liability		Provided by Finance	\$ 51.00	\$ 60.00	\$ 60.00	\$ 60.00
4911	Subscriptions	Y	SEE SCHEDULE	\$ 245.00	\$ 1,145.00	\$ 1,145.00	\$ 1,145.00
4912	Fees & Dues		SEE SCHEDULE	\$ 2,659.00	\$ 4,320.00	\$ 3,530.00	\$ 3,530.00
9511	Stockroom-Office Supplies		Letter, Legal and 11 X 17 paper for City departments, annual calendars	\$ 8,500.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
9561	Office Supplies		City envelopes, copy paper for the department	\$ 500.00	\$ 450.00	\$ 450.00	\$ 450.00
3250A	Postage-Internal Charges only!		Weekly check runs, certifieds, debt set-offs, tax info	\$ -	\$ -	\$ 4,500.00	\$ 4,500.00
3999A	Tax Listing Fees - NCVTS		NCVTS Admin/CC Collection Fees	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
3999B	Tax Foreclosure Costs						
Total Operating Expenditures				\$ 634,233.32	\$ 631,056.00	\$ 589,321.00	\$ 589,321.00
					\$ -	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Finance - 2111					
Division:		~ - 2111					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Provided by Finance				
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Finance~ Budget				\$ 1,691,499.97	\$ 1,841,413.42	\$ 1,773,458.89	\$ 1,773,458.89

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Finance - 2111
Division: ~ - 2111
Account: 1991 Consultant Fees

Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	RiskVersity-Risk Management - Monthly services \$375 per month	\$ 4,500.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
2	RiskVersity-Risk Management - Manage RFQ for Insurance Brokerage Services Monthly services \$1450 per month-Begin 10/2020	\$ 13,050.00	\$ -	\$ -	\$ -	
3	Cavanaugh Macdonald -GASB 73 LEO Separation Allowance Study	\$ 750.00	\$ 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	Implementation of GASB 87 for Leases	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
6	Cavanuagh MacDonald - GASB Statement 75 OPEB Study	\$ 6,587.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	
7						
8						
9						
10						
	Total - 1991 Consultant Fees	\$ 69,387.00	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Finance Officer's Summer Conference (CFG & ALT & KM) @ \$300 ea	\$ -	\$ 900.00	\$ 600.00	\$ 600.00	
2	Finance Officer's Spring Conference (CFG & ALT & KM) @ \$250 ea	\$ 150.00	\$ 750.00	\$ 500.00	\$ 500.00	
3	Krystal Fuller - Intro to Local Government Finance-\$700.00 and Utilities Billing and Collections Administration \$195.00(SOG Classes)	\$ -	\$ 895.00	\$ -	\$ -	
4	Banner Training Courses (CFG & ALT) \$3000.00 total	\$ -	\$ 3,000.00	\$ -	\$ -	
5	Purchasing Conference-CAGP (Nona)	\$ 20.00	\$ 300.00	\$ 150.00	\$ 150.00	
6	Onslow County Purchasing Training (Nona)	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
7	GASB 87 Leases Training	\$ 200.00	\$ 500.00	\$ 500.00	\$ 500.00	
8	Other training	\$ 800.00	\$ 1,000.00	\$ 800.00	\$ 800.00	
9	Cut Per CM 5/21/21			\$ (800.00)	\$ (800.00)	
10						
	Total - 2323 Other Training	\$ 1,170.00	\$ 7,445.00	\$ 1,850.00	\$ 1,850.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 2111							
Division: ~ - 2111							
Account: 3121 Travel							
Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes	
1	Summer Finance Officers Conference (CFG,ALT & KM)-includes hotel, mileage reimbursement, meals	\$ -	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00		
2	Spring Finance Officers Conference (CFG,ALT & KM)-includes hotel, mileage reimbursement, meals	\$ -	\$ 3,000.00	\$ 500.00	\$ 500.00		
3	Purchasing Conference (Nona)-hotel, mileage, meals	\$ -	\$ 300.00	\$ 300.00	\$ 300.00		
4	Onslow County Purchasing Training (Nona)-mileage, meals	\$ -	\$ 100.00	\$ 100.00	\$ 100.00		
5	Debt Set-Off Training (Nona & Chestine)-mileage, meals	\$ -	\$ 100.00	\$ 100.00	\$ 100.00		
6	Banner Trainings (CFG & ALT)	\$ -	\$ 4,000.00	\$ -	\$ -		
7	SOG -Classes(Kelley)	\$ -	\$ 1,500.00	\$ -	\$ -		
8	CAGP-Eastern Regional Training	\$ -	\$ 100.00	\$ 100.00	\$ 100.00		
9	Interfaith Breakfast	\$ -	\$ 50.00	\$ 50.00	\$ 50.00		
10							
	Total - 3121 Travel	\$ -	\$ 13,150.00	\$ 2,150.00	\$ 2,150.00		

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Robert Half International (contract accountant to help FY19 Audit)	\$ 79,529.34	\$ -	\$ -	\$ -	
2		Contract Professional Assistance FY20 Audit	\$ -	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00	
3			\$ -				
4							
5							
6							
7							
8							
9							
10							
		Total - 3914 Contract Services	\$ 79,529.34	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Finance - 2111
Division: ~ - 2111
Account: 4911 Subscriptions

Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Annual Goldsboro News Argus subscription-Nona (legal ads for purchasing and surplus; obituaries)/News Services for NC	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	
2	GAAP Guide Service		\$ 200.00	\$ 200.00	\$ 200.00	
3	Budgeting & Auditing Guides		\$ 600.00	\$ 600.00	\$ 600.00	
4	Miscellaneous		\$ 100.00	\$ 100.00	\$ 100.00	
5						
6						
7						
8						
9						
10						
Total - 4911 Subscriptions		\$ 245.00	\$ 1,145.00	\$ 1,145.00	\$ 1,145.00	

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Catherine Gwynn

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	NCGFOA Membership Dues - CFG, Dre & Kelley @ \$50 each	\$ 100.00	\$ 150.00	\$ 150.00	\$ 150.00	
2	ACFE Dues CFG	\$ 205.00	\$ 525.00	\$ 205.00	\$ 205.00	
3	DOT.gov Domain Renewal	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
4	AICPA Membership Dues 12-Month Renewal(Regular) CFG	\$ 510.00	\$ 600.00	\$ 510.00	\$ 510.00	
5	CITP Credentials-12-Month Renewal CFG	\$ 380.00	\$ 380.00	\$ -	\$ -	
6	Notary Fee Reappointment Dues (Nona and Chestine)	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
7	CAGP Membership Dues (Nona)	\$ 50.00	\$ 75.00	\$ 75.00	\$ 75.00	
8	GFOA Certification-Annual CAFR	\$ -	\$ 515.00	\$ 515.00	\$ 515.00	
9	GFOA Certification-Budget	\$ -	\$ 515.00	\$ 515.00	\$ 515.00	
10	NC State Board of CPA Examiners CFG License	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	
11	GFOA Renewal Fees-City of Goldsboro	\$ 305.00	\$ 350.00	\$ 350.00	\$ 350.00	
12	NCACPA CPE/Dues	\$ 649.00	\$ 650.00	\$ 650.00	\$ 650.00	
13						
14						
15						
16						
17	NC Government Finance Officers Association (NCGFOA)					
18	Government Finance Officers Association (GFOA)					
19	Association of Certified Fraud Examiners (ACFE)					
20	American Institute of Certified Public Accountants (AICPA)					
21	Certified Information Technology Professional AICPA (CITP)					
22	Carolinas Association of Governmental Purchasing (CAGP)					
23	NC Association of Certified Public Accountants (NCACPA)					
24						
25						
	Total - 4912 Fees & Dues	\$ 2,659.00	\$ 4,320.00	\$ 3,530.00	\$ 3,530.00	

EXPENDITURE SHEET												
Fiscal Year FY21-22												
Fund:	11-General Fund		Dept. Head	Catherine Gwynn								
Dept #:	2112	Finance	~ = Division by Zero									
Division:	2112	Office Supply Credits	* = Change < \$500									
			Purple Cell-Finance Input									
Object of Expenditure			FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4973	Office Supply Credits		\$ (4,644.24)	\$ (7,357.00)	\$ (7,357.00)	\$ (5,367.00)	\$ (6,807.00)	*	\$ (7,257.00)	*	\$ (7,257.00)	*
	Total Operating Expenditures		\$ (4,644.24)	\$ (7,357.00)	\$ (7,357.00)	\$ (5,367.00)	\$ (6,807.00)	*	\$ (7,257.00)	*	\$ (7,257.00)	*
	Total Finance-Office Supply Credits Budget		\$ (4,644.24)	\$ (7,357.00)	\$ (7,357.00)	\$ (5,367.00)	\$ (6,807.00)	*	\$ (7,257.00)	*	\$ (7,257.00)	*

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Finance - 2112					
Division:		Office Supply Credits - 2112					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4973	Office Supply Credits	Y	See attached detail schedule.	\$ (5,367.00)	\$ (6,807.00)	\$ (7,257.00)	\$ (7,257.00)
	Total Operating Expenditures			\$ (5,367.00)	\$ (6,807.00)	\$ (7,257.00)	\$ (7,257.00)
	Total Finance-Office Supply Credits Budget			\$ (5,367.00)	\$ (6,807.00)	\$ (7,257.00)	\$ (7,257.00)

SUPPORTING SCHEDULE				Fiscal Year FY20-21		
Fund: 11-General Fund				Dept. Head-Catherine Gwynn		
Dept #: Finance - 2112						
Division: ~ - 2111						
Account: 4973 Office Supply Credits						
Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Stockroom Office Supplies - Acct #9511 (Inventory) #9561 (Expenditure)					
2	1011-Mayor/Council	\$ (100.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	
3	1012-City Manager	\$ (275.00)	\$ (275.00)	\$ (275.00)	\$ (275.00)	
4	1016-HR	\$ (250.00)	\$ (250.00)	\$ (250.00)	\$ (250.00)	
5	1017-Community Relations	\$ (215.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
6	1018-Paramount	\$ (60.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)	
7	1020-GEC	\$ -	\$ (32.00)	\$ (32.00)	\$ (32.00)	
8	1024-Inspections	\$ (260.00)	\$ (400.00)	\$ (400.00)	\$ (400.00)	
9	1025-DGDC	\$ (120.00)	\$ (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	\$ -	\$ -	\$ (450.00)	\$ (450.00)	
16	3151-Planning	\$ (215.00)	\$ (600.00)	\$ (600.00)	\$ (600.00)	
17	4134-PW-Streets	\$ -	\$ -	\$ -	\$ -	
18	4143-PW-Solid Waste	\$ -	\$ -	\$ -	\$ -	
19	4172-Engineering	\$ (100.00)	\$ (300.00)	\$ (300.00)	\$ (300.00)	
20	5120-Fire	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
21	6121-Police	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
22	7460-Parks & Rec	\$ (1,200.00)	\$ (1,500.00)	\$ (1,500.00)	\$ (1,500.00)	
23	7461-Golf	\$ (172.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
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	\$ -	\$ -	\$ -	\$ -	
	Total - 4973 Office Supply Credits	\$ (5,367.00)	\$ (6,807.00)	\$ (7,257.00)	\$ (7,257.00)	

FISCAL YEAR 2021-2022 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:

- Continue to maintain and improve software and hardware in order to accomplish major objectives including those outlined in the GIS Strategic Plan.
- Continued management 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 citizen response to tree service needs within the City's right-of-way due to aging tree stock.
- Completion of the mandatory compliance with North Carolina planning and land use statutes (Chapter 160D) of the City's Unified Development Ordinance (UDO) requiring amendment of existing and adoption of by July 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) including ADA compliance.
- Mandatory compliance of the States Redistricting plan to make conforming changes per the N.C. General Statutes.

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 397,267.48	\$ 531,986.33	\$ 531,986.33	\$ 457,461.92	\$ 512,843.01	-3.60%	\$ 474,084.75	-10.88%	\$ 474,084.75	-10.88%
1224	Cell Phone Stipend	\$ 834.66	\$ 720.00	\$ 720.00	\$ 1,440.00	\$ 2,880.00	300.00%	\$ 2,880.00	300.00%	\$ 2,880.00	300.00%
1260	Salaries & Wages Part-Time	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
1275	Salaries & Wages Bonus	\$ 2,475.99	\$ -	\$ -	\$ 1,644.52	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,823.32	\$ -	\$ -	\$ 1,545.36	\$ 3,000.00	~	\$ 2,400.00	~	\$ 2,400.00	~
1280	Vacation Pay Out	\$ 1,415.70	\$ -	\$ -	\$ 870.55	\$ 1,528.00	~	\$ -	*	\$ -	*
1810	Social Security	\$ 29,809.19	\$ 40,752.03	\$ 40,752.03	\$ 35,416.62	\$ 39,799.20	-2.34%	\$ 36,671.40	-10.01%	\$ 36,671.40	-10.01%
1821	NCLGERS-Retirement	\$ 36,550.76	\$ 54,389.32	\$ 54,389.32	\$ 52,361.04	\$ 58,840.39	8.18%	\$ 54,216.15	-0.32%	\$ 54,216.15	-0.32%
1822	401-K Retirement	\$ 16,119.30	\$ 21,308.25	\$ 21,308.25	\$ 18,518.49	\$ 20,810.04	-2.34%	\$ 19,174.59	-10.01%	\$ 19,174.59	-10.01%
1830	Hospital Insurance	\$ 44,304.75	\$ 65,400.00	\$ 65,400.00	\$ 58,104.00	\$ 53,800.00	-17.74%	\$ 58,104.00	-11.16%	\$ 58,104.00	-11.16%
1835	Group Term Life Insurance Coverage	\$ 174.60	\$ 381.60	\$ 381.60	\$ 381.60	\$ 381.60	*	\$ 381.60	*	\$ 381.60	*
1850	Unemployment Compensation		\$ 215.00	\$ 215.00	\$ 215.00	\$ 168.00	*	\$ 168.00	*	\$ 168.00	*
1860	Worker's Compensation	\$ 3,330.00	\$ 3,474.00	\$ 3,474.00	\$ 4,270.00	\$ 4,352.00	25.27%	\$ 4,352.00	25.27%	\$ 4,352.00	25.27%
1899	Less: Reimbursed by Grants	\$ (37,535.71)	\$ (67,529.00)	\$ (67,529.00)	\$ (66,542.40)	\$ (66,542.40)	*	\$ (66,542.40)	*	\$ (66,542.40)	*
	Total Salaries & Benefits	\$ 496,570.04	\$ 651,097.53	\$ 651,097.53	\$ 565,686.71	\$ 631,859.84	-2.95%	\$ 585,890.10	-10.02%	\$ 585,890.10	-10.02%
1932	Medical Exams	\$ 139.00	\$ 632.00	\$ 632.00	\$ 193.00	\$ 324.00	*	\$ 324.00	*	\$ 324.00	*
1991	Consultant Fees	\$ 20,722.00	\$ 66,500.00	\$ 66,500.00	\$ 69,745.39	\$ 81,400.00	22.41%	\$ 67,400.00	1.35%	\$ 67,400.00	1.35%
2203	Employee Appreciation	\$ 105.56	\$ 160.00	\$ 160.00	\$ 142.54	\$ 160.00	*	\$ 160.00	*	\$ 160.00	*
2323	Other Training	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	0.00%	\$ 1,200.00	-20.00%	\$ 1,200.00	-20.00%
2501	Vehicle Operation/Maintenance	\$ 921.90	\$ 4,950.00	\$ 4,950.00	\$ 3,218.00	\$ 4,050.00	-18.18%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 1,868.52	\$ 7,100.00	\$ 7,100.00	\$ 4,680.00	\$ 7,200.00	1.41%	\$ -	*	\$ -	*
2601	Office Supplies	\$ 220.19	\$ 1,200.00	\$ 1,200.00	\$ 480.00	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
2603	Postage Machine Supplies	\$ 21,865.58			\$ 33.00	\$ 75.00	*	\$ 75.00	*	\$ 75.00	*
2701	Advertising Legal Display Ads(1215)		\$ 15,000.00	\$ 15,000.00	\$ 9,699.25	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
2993	Operational Supplies	\$ 5,691.06	\$ 8,930.00	\$ 8,930.00	\$ 5,330.00	\$ 9,310.00	4.26%	\$ 5,810.00	-34.94%	\$ 5,810.00	-34.94%
2996	Hanging Baskets	\$ 25.01			\$ -	\$ -	*	\$ -	*	\$ -	*
3121	Travel	\$ 2,503.03	\$ 11,850.00	\$ 11,850.00	\$ 350.00	\$ 10,760.00	-9.20%	\$ 7,260.00	-38.73%	\$ 7,260.00	-38.73%
3210	Telephone	\$ 3,663.43	\$ 4,524.00	\$ 4,524.00	\$ 4,380.00	\$ 4,536.00	0.27%	\$ 4,536.00	0.27%	\$ 4,536.00	0.27%
3250	Postage	\$ 6,014.81	\$ 5,700.00	\$ 5,700.00	\$ 5,256.36	\$ 7,212.00	26.53%	\$ -	*	\$ -	*
3410	Printing	\$ 302.05	\$ 1,050.00	\$ 1,050.00	\$ 507.22	\$ 2,400.00	128.57%	\$ 1,000.00	-4.76%	\$ 1,000.00	-4.76%
3421	Copy Machine Cost	\$ 2,881.28	\$ 4,541.52	\$ 4,541.52	\$ 4,056.00	\$ 6,308.35	38.90%	\$ 6,308.35	38.90%	\$ 6,308.35	38.90%
3513	Tree Replacement	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,200.00	\$ 5,400.00	80.00%	\$ 3,400.00	13.33%	\$ 3,400.00	13.33%
3532	Maintenance of Enhancement Areas	\$ 62,732.10	\$ 83,660.00	\$ 83,660.00	\$ 70,560.00	\$ 86,880.00	3.85%	\$ 70,600.00	-15.61%	\$ 70,600.00	-15.61%
3914	Contract Services	\$ 31,281.60	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	0.00%	\$ 44,252.00	0.00%	\$ 44,252.00	0.00%
3950	Education Reimbursement	\$ 815.54	\$ 1,250.00	\$ 1,250.00	\$ 882.19	\$ 1,200.00	-4.00%	\$ 900.00	-28.00%	\$ 900.00	-28.00%
3954	House Securement		\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 20,000.00	100.00%	\$ 5,000.00	-50.00%	\$ 5,000.00	-50.00%
3991	Commission Expenses	\$ 645.00	\$ 1,760.00	\$ 1,760.00	\$ 720.00	\$ 3,200.00	81.82%	\$ 3,200.00	81.82%	\$ 3,200.00	81.82%
3993	Building Demolition		\$ 50,200.00	\$ 50,200.00	\$ 10,000.00	\$ 150,000.00	198.80%	\$ 40,000.00	-20.32%	\$ 40,000.00	-20.32%
3994	Tree Service	\$ 66,900.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 75,000.00	66.67%	\$ 37,500.00	-16.67%	\$ 37,500.00	-16.67%
3996	Clean and Cut Lots	\$ 20,082.02	\$ 40,000.00	\$ 40,000.00	\$ 42,300.00	\$ 65,000.00	62.50%	\$ 40,000.00	0.00%	\$ 40,000.00	0.00%
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 324.00	\$ 334.00	*	\$ 334.00	*	\$ 334.00	*
4521	Auto Liability	\$ 1,949.00	\$ 2,046.00	\$ 2,046.00	\$ 2,125.00	\$ 2,189.00	6.99%	\$ 2,189.00	6.99%	\$ 2,189.00	6.99%

EXPENDITURE SHEET											
Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4541	Employee Personal Liability	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	\$ 48.00	*	\$ 48.00	*	\$ 48.00	*
4911	Subscriptions	\$ 162.01	\$ 180.00	\$ 180.00	\$ 170.00	\$ 180.00	*	\$ 180.00	*	\$ 180.00	*
4912	Fees & Dues	\$ 1,061.00	\$ 4,805.00	\$ 4,805.00	\$ 1,610.00	\$ 6,065.00	26.22%	\$ 6,065.00	26.22%	\$ 6,065.00	26.22%
9561	Office Supplies	\$ 261.49	\$ 600.00	\$ 600.00	\$ 215.00	\$ 600.00	0.00%	\$ 600.00	0.00%	\$ 600.00	0.00%
9934	Transportation Planning Grant	\$ 217,626.82	\$ 258,622.00	\$ 350,095.19	\$ 124,971.19	\$ 289,372.00	11.89%	\$ 289,372.00	11.89%	\$ 289,372.00	11.89%
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 1,550.00	~	\$ 1,550.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 5,200.00	~	\$ 5,200.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 6,712.00	~	\$ 6,712.00	~
	Total Operating Expenditures	\$ 470,493.00	\$ 679,065.52	\$ 770,538.71	\$ 459,453.14	\$ 901,155.35	32.71%	\$ 667,375.35	-1.72%	\$ 667,375.35	-1.72%
5412	Compact Pick-Up Trucks				\$ -	\$ 25,000.00	~	\$ 25,000.00	~	\$ 25,000.00	~
5743	NCDOT ROW Purchase \$500K		\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	0.00%	\$ -	*	\$ -	*
5947	Sidewalks	\$ -	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	\$ 102,317.00	7710.46%	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ 188,810.00	\$ 188,810.00	\$ 188,810.00	\$ 314,817.00	66.74%	\$ 25,000.00	-86.76%	\$ 25,000.00	-86.76%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Planning-~ Budget	\$ 967,063.04	\$ 1,518,973.05	\$ 1,610,446.24	\$ 1,213,949.85	\$ 1,847,832.19	21.65%	\$ 1,278,265.45	-15.85%	\$ 1,278,265.45	-15.85%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Green Cell - Department Input			
Dept #:			Planning - 3151					
Division:			~ - 3151					
Dept. Head-Jennifer Collins								
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			10 FTE; Vacant Code Enforcement Officer	\$ 457,461.92	\$ 512,843.01	\$ 474,084.75	\$ 474,084.75
1224	Cell Phone Stipend			4 employees (KT, SB, GL, Code Enforcement Officer)	\$ 1,440.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00
1260	Salaries & Wages Part-Time				\$ -	\$ -	\$ -	\$ -
1275	Salaries & Wages Bonus				\$ 1,644.52		\$ -	\$ -
1278	Wellness Earnings			based on number of participants	\$ 1,545.36	\$ 3,000.00	\$ 2,400.00	\$ 2,400.00
1280	Vacation Pay Out			K Best vacation pay out was estimated in FY19-20 VPO for D. Creighton-65.55@23.31/hr	\$ 870.55	\$ 1,528.00	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 35,416.62	\$ 39,799.20	\$ 36,671.40	\$ 36,671.40
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 52,361.04	\$ 58,840.39	\$ 54,216.15	\$ 54,216.15
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 18,518.49	\$ 20,810.04	\$ 19,174.59	\$ 19,174.59
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 58,104.00	\$ 53,800.00	\$ 58,104.00	\$ 58,104.00
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	\$ 381.60	\$ 381.60	\$ 381.60
1850	Unemployment Compensation			Provided by Finance	\$ 215.00	\$ 168.00	\$ 168.00	\$ 168.00
1860	Worker's Compensation			Provided by Finance	\$ 4,270.00	\$ 4,352.00	\$ 4,352.00	\$ 4,352.00
1899	Less: Reimbursed by Grants				\$ (66,542.40)	\$ (66,542.40)	\$ (66,542.40)	\$ (66,542.40)
Total Salaries & Benefits					\$ 565,686.71	\$ 631,859.84	\$ 585,890.10	\$ 585,890.10
1932	Medical Exams			Estimated 6 random FY21-22	\$ 193.00	\$ 324.00	\$ 324.00	\$ 324.00
1991	Consultant Fees	Y		See Schedule 1991	\$ 69,745.39	\$ 81,400.00	\$ 67,400.00	\$ 67,400.00
2203	Employee Appreciation			10 employees	\$ 142.54	\$ 160.00	\$ 160.00	\$ 160.00
2323	Other Training	Y		See Schedule 2323	\$ -	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
2501	Vehicle Operation/Maintenance				\$ 3,218.00	\$ 4,050.00	\$ -	\$ -
2502	Vehicle Fuel				\$ 4,680.00	\$ 7,200.00	\$ -	\$ -
2601	Office Supplies			City of Goldsboro letterhead, envelopes and copy paper Order to Repair/Minimum Housing increase cost of mailing supplies Annual Litter Sweep materials	\$ 480.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
2603	Postage Machine Supplies			USPS Certified labels includes the following: Code Enforcement Notices Order to Repair/Minimum Housing increase cost of mailing supplies	\$ 33.00	\$ 75.00	\$ 75.00	\$ 75.00
2701	Advertising Legal Display Ads(1215)			Required Legal Advertisements - NCGS regulations Includes Minimum Housing advertising	\$ 9,699.25	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Planning - 3151				
Division:			~ - 3151				
			Dept. Head-Jennifer Collins				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2993	Operational Supplies		Plotter Supplies+Maintenance 4 Office Chairs Desktop Scanner - (2) Administrative General office supplies (pens,ink,notebooks, etc.)	\$ 5,330.00	\$ 9,310.00	\$ 5,810.00	\$ 5,810.00
2996	Hanging Baskets		Not Planning - Please remove	\$ -	\$ -	\$ -	\$ -
3121	Travel	Y	See Schedule 3121	\$ 350.00	\$ 10,760.00	\$ 7,260.00	\$ 7,260.00
3210	Telephone		includes Code Enforcement IPADS	\$ 4,380.00	\$ 4,536.00	\$ 4,536.00	\$ 4,536.00
3250	Postage			\$ 5,256.36	\$ 7,212.00	\$ -	\$ -
3410	Printing		Nameplates>Commissions/bus cards/tickets/door hangers Printing of the Codified UDO NCGS Update 160D	\$ 507.22	\$ 2,400.00	\$ 1,000.00	\$ 1,000.00
3421	Copy Machine Cost		Annual Lease \$1841.52 Maintenance \$4200 Monthly charges for b/w \$0.065 and color copies \$0.031 varies each month due to number of copies made (Average 1818 b/w copies and 3361 color copies)	\$ 4,056.00	\$ 6,308.35	\$ 6,308.35	\$ 6,308.35
3513	Tree Replacement		Miscellaneous Beautification Projects Estimated 15 trees for various beautification projects(\$360/tree)	\$ 3,200.00	\$ 5,400.00	\$ 3,400.00	\$ 3,400.00
3532	Maintenance of Enhancement Areas		Welcome to Goldsboro Signs (2@ \$9,600/year) Special Events Maintenance Maintenance of Royall Ave/US70 W @ I-795 / Spence Ave / Main Gate SJAFB (\$75,600) Welcome to Goldsboro Sign land lease (\$480 annual) Duke Energy lighting at above locations (\$100/mo.)	\$ 70,560.00	\$ 86,880.00	\$ 70,600.00	\$ 70,600.00
3914	Contract Services	Y	See Schedule 3914	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00
3950	Education Reimbursement		1 Employee (K Talton)	\$ 882.19	\$ 1,200.00	\$ 900.00	\$ 900.00
3954	House Securement		Proactive Minimum Housing house securement from vandalism/ trespassing Maintenance per UDO Order to Repair structures	\$ 5,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00
3991	Commission Expenses		Request to increase Commission salary to \$25/per meeting Due to increased BOA meetings per UDO-160D requirements Abor Day Activities \$500	\$ 720.00	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00
3993	Building Demolition		Request to proceed with demolition of structures not processed in FY2021 (See Demolition list from FY2020)	\$ 10,000.00	\$ 150,000.00	\$ 40,000.00	\$ 40,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Jennifer Collins		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Planning - 3151					
Division:		~ - 3151					

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Jennifer Collins		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Planning - 3151					
Division:		~ - 3151					

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Jennifer Collins			
Dept #: Planning - 3151							
Division: ~ - 3151							
Account: 1991 Consultant Fees							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		ADA Consultant - Milligan & Assoc.	\$ 11,260.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
2		Highland Mapping	\$ 4,835.39	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
3		Tritech Software System	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
4		AIS Imaging - Laserfiche conversions	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5		GIS 10 year Plan	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
6		Energov - Annual Review/Configuratoon	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
7		Stewart Consultant - UDO 160D update and consultations	\$ 32,250.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
8		Laserfiche - Scanning of Site Plans	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
9		Redistricting Plan	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	Per Jennifer this is required by law due to census. Cfg 4/14/2021 9:40 AM
10					\$ (14,000.00)	\$ (14,000.00)	
		Total - 1991 Consultant Fees	\$ 69,745.39	\$ 81,400.00	\$ 67,400.00	\$ 67,400.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Planning - 3151
Division: ~ - 3151
Account: 2323 Other Training

Dept. Head-Jennifer Collins

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	ERSI/ Energov/Laserfiche	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2	Per CM 5/21/21 cut			\$ (300.00)	\$ (300.00)	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 2323 Other Training	\$ -	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	ERSI Southeast User Group Conference (2) 3 nights	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
2	Laserfiche User Group (1) 1 night	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	
3	NC ARC User Group Conference (2) 3 nights	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
4	NCACHO Annual Conference (5) 3 nights	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5	NCAPA Conference (3) 4 days (Required Certification)	\$ -	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
6	NCAZO Conference (1) 3 days (Required Certification)	\$ -	\$ 60.00	\$ 60.00	\$ 60.00	
7	NC Preservation Conference (1) 2 nights	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	
8	NC School of Government - Planning Courses (2)	\$ 350.00	\$ 50.00	\$ 50.00	\$ 50.00	
9	NCGIS Spring 2021 (1) 3 nights	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	
10	Per CM cut 5/21/21	\$ -		\$ (3,500.00)	\$ (3,500.00)	
	Total - 3121 Travel	\$ 350.00	\$ 10,760.00	\$ 7,260.00	\$ 7,260.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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

Dept. Head-Jennifer Collins

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Holden Temporaries - Roadside Trash pick up (2) (approximately \$20748 per year each Temporary)	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	
2	Salary fixed by Finance Agreement with Holden Temporaries					
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 3914 Contract Services	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	\$ 44,252.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Planning - 3151
Division: ~ - 3151
Account: 4911 Subscriptions

Dept. Head-Jennifer Collins

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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						
Total - 4911 Subscriptions		\$ 170.00	\$ 180.00	\$ 180.00	\$ 180.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Planning - 3151
Division: ~ - 3151
Account: 4912 Fees & Dues

Dept. Head-Jennifer Collins

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	AICP Certification (1)	\$ -	\$ 560.00	\$ 560.00	\$ 560.00	
2	APA Dues - National & Chapter (1)	\$ 330.00	\$ 340.00	\$ 340.00	\$ 340.00	
3	ASLA Dues (Amer. Society Landscape Architects) (1)	\$ 470.00	\$ 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)	\$ -	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	
7	NCAPA Planning Conference (3)	\$ -	\$ 900.00	\$ 900.00	\$ 900.00	
8	NCAZO Conference (1)	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	
9	NCAZO Dues (1)	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	
10	NC Preservation Conference (1)	\$ -	\$ 260.00	\$ 260.00	\$ 260.00	
11	NC GIS 2021 spring (1)	\$ 250.00	\$ 275.00	\$ 275.00	\$ 275.00	
	Total - 4912 Fees & Dues	\$ 1,610.00	\$ 6,065.00	\$ 6,065.00	\$ 6,065.00	

FISCAL YEAR 2021-22 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 aging equipment fleet
- Increasing costs of raw material needed for infrastructure repairs (concrete, asphalt, stone, dirt, etc.)

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund		Dept. Head Rick Fletcher									
Dept #: 4134 Public Works		~ = Division by Zero									
Division: 4134 Streets		* = Change < \$500									
Purple Cell-Finance Input											
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 398,220.12	\$ 437,800.80	\$ 437,800.80	\$ 437,404.16	\$ 438,476.59	0.15%	\$ 438,476.59	0.15%	\$ 438,476.59	0.15%
1220	Salaries & Wages Overtime	\$ 3,521.57	\$ 6,000.00	\$ 6,000.00	\$ 2,335.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
1274	Call Duty Pay	\$ 3,267.86	\$ 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	\$ 3,920.32	\$ -	\$ -	\$ 2,158.46	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,671.51	\$ -	\$ -	\$ 3,600.00	\$ 3,600.00	~	\$ 3,000.00	~	\$ 3,000.00	~
1280	Vacation Pay Out	\$ 5,638.87			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 30,075.65	\$ 34,199.39	\$ 34,199.39	\$ 34,329.19	\$ 34,526.48	0.96%	\$ 34,480.58	0.82%	\$ 34,480.58	0.82%
1821	NCLGERS-Retirement	\$ 37,739.43	\$ 45,643.89	\$ 45,643.89	\$ 45,817.13	\$ 51,045.04	11.83%	\$ 50,977.18	11.68%	\$ 50,977.18	11.68%
1822	401-K Retirement	\$ 16,645.51	\$ 17,882.03	\$ 17,882.03	\$ 17,949.90	\$ 18,053.06	0.96%	\$ 18,029.06	0.82%	\$ 18,029.06	0.82%
1830	Hospital Insurance	\$ 60,754.09	\$ 78,480.00	\$ 78,480.00	\$ 77,472.00	\$ 77,472.00	-1.28%	\$ 71,016.00	-9.51%	\$ 71,016.00	-9.51%
1835	Group Term Life Insurance Coverage	\$ 228.81	\$ 457.92	\$ 457.92	\$ 457.92	\$ 457.92	*	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation		\$ 209.00	\$ 209.00	\$ 100.00	\$ 138.00	*	\$ 138.00	*	\$ 138.00	*
1860	Worker's Compensation	\$ 7,105.40	\$ 5,582.00	\$ 5,582.00	\$ 138,977.00	\$ 6,993.00	25.28%	\$ 6,993.00	25.28%	\$ 6,993.00	25.28%
	Total Salaries & Benefits	\$ 569,789.14	\$ 629,505.03	\$ 629,505.03	\$ 763,850.77	\$ 640,012.10	1.67%	\$ 632,818.34	0.53%	\$ 632,818.34	0.53%
1932	Medical Exams	\$ 581.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2121	Uniforms	\$ 5,347.14	\$ 7,200.00	\$ 7,200.00	\$ 6,839.00	\$ 8,000.00	11.11%	\$ 7,000.00	-2.78%	\$ 7,000.00	-2.78%
2123	Protective Clothing	\$ 1,264.63	\$ 2,250.00	\$ 2,250.00	\$ 1,284.00	\$ 3,000.00	33.33%	\$ 1,750.00	-22.22%	\$ 1,750.00	-22.22%
2124	Shoes-Steel Toe	\$ 1,228.95	\$ 1,320.00	\$ 1,320.00	\$ 1,332.54	\$ 1,800.00	36.36%	\$ 1,800.00	36.36%	\$ 1,800.00	36.36%
2323	Other Training	\$ 2,386.75	\$ 1,207.50	\$ 1,207.50	\$ 1,207.50	\$ 3,000.00	148.45%	\$ 2,200.00	82.19%	\$ 2,200.00	82.19%
2501	Vehicle Operation/Maintenance	\$ 25,573.81	\$ 26,250.00	\$ 26,250.00	\$ 25,000.00	\$ 30,000.00	14.29%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 15,178.36	\$ 17,250.00	\$ 17,250.00	\$ 15,000.00	\$ 20,000.00	15.94%	\$ -	*	\$ -	*
2591	Fuel For Equipment	\$ 879.96	\$ 3,000.00	\$ 3,000.00	\$ 500.00	\$ 1,000.00	-66.67%	\$ 500.00	*	\$ 500.00	*
2993	Operational Supplies	\$ 10,064.42	\$ 19,500.00	\$ 17,770.00	\$ 17,000.00	\$ 20,000.00	2.56%	\$ 17,000.00	-12.82%	\$ 17,000.00	-12.82%
2994	Tools	\$ 3,812.63	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,000.00	33.33%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3121	Travel	\$ 680.65	\$ 700.00	\$ 700.00	\$ -	\$ 2,000.00	185.71%	\$ 500.00	*	\$ 500.00	*
3210	Telephone	\$ 2,760.98	\$ 2,340.00	\$ 2,340.00	\$ 1,512.00	\$ 2,340.00	0.00%	\$ 2,340.00	0.00%	\$ 2,340.00	0.00%
3250	Postage	\$ 1.15	\$ 10.00	\$ 10.00	\$ 3.00	\$ 10.00	*	\$ -	*	\$ -	*
3410	Printing	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
3522	Machine/Equipment Maintenance	\$ 2,728.56	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	100.00%	\$ 4,000.00	60.00%	\$ 4,000.00	60.00%
3593	Asphalt Repairs	\$ 24,574.29	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	0.00%	\$ 25,000.00	-16.67%	\$ 25,000.00	-16.67%
3594	Concrete Repairs	\$ 21,260.06	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	50.00%	\$ 25,000.00	25.00%	\$ 25,000.00	25.00%
3913	Landfill Charges	\$ 10,020.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	50.00%	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
3950	Education Reimbursement	\$ -	\$ 1,250.00	\$ 1,250.00	\$ -	\$ 2,500.00	100.00%	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 507.00	\$ 558.00	\$ 558.00	\$ 1,700.00	\$ 1,146.00	105.38%	\$ 1,146.00	105.38%	\$ 1,146.00	105.38%
4521	Auto Liability	\$ 2,398.61	\$ 2,519.00	\$ 2,519.00	\$ 2,715.00	\$ 2,695.00	6.99%	\$ 2,695.00	6.99%	\$ 2,695.00	6.99%
4541	Employee Personal Liability	\$ 91.00	\$ 91.00	\$ 91.00	\$ 80.00	\$ 82.00	*	\$ 82.00	*	\$ 82.00	*
4912	Fees & Dues	\$ 100.00	\$ 300.00	\$ 300.00	\$ 500.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 25,000.00	~	\$ 25,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 20,000.00	~	\$ 20,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 10.00	*	\$ 10.00	*
	Total Operating Expenditures	\$ 131,439.95	\$ 151,795.50	\$ 150,065.50	\$ 150,473.04	\$ 182,423.00	20.18%	\$ 149,873.00	-1.27%	\$ 149,873.00	-1.27%
5150	Excavator		\$ 60,200.00	\$ 60,200.00	\$ 60,200.00	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund:		11-General Fund		Dept. Head		Rick Fletcher					
Dept #:		4134 Public Works		~ = Division by Zero							
Division:		4134 Streets		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
5410	Backhoe	\$ 113,988.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5420	Tandem Dump Truck		\$ 49,200.00	\$ 50,930.00	\$ 26,000.00	\$ 150,000.00	204.88%	\$ 150,000.00	204.88%	\$ 150,000.00	204.88%
5426	Pick-Up Truck W/Club Cab		\$ 51,800.00	\$ 51,800.00	\$ -	\$ -	*	\$ -	*	\$ -	*
5453	Pothole Patcher	\$ 187,390.74			\$ -	\$ -	*	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ 4,109.16			\$ -	\$ -	*	\$ -	*	\$ -	*
5672	Utility Trailer		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	0.00%	\$ -	*	\$ -	*
Total Capital Outlay		\$ 305,487.90	\$ 167,200.00	\$ 168,930.00	\$ 92,200.00	\$ 156,000.00	-6.70%	\$ 150,000.00	-10.29%	\$ 150,000.00	-10.29%
					\$ -	\$ -	*	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
Total Public Works-Streets Budget		\$ 1,006,716.99	\$ 948,500.53	\$ 948,500.53	\$ 1,006,523.81	\$ 978,435.10	3.16%	\$ 932,691.34	-1.67%	\$ 932,691.34	-1.67%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Public Works - 4134				
Division:			Streets - 4134				
			Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		10 employees, 1 supervisor and 1 superintendent (1/2 pay)	\$ 437,404.16	\$ 438,476.59	\$ 438,476.59	\$ 438,476.59
1220	Salaries & Wages Overtime		Funds used for overtime hours when crews are called in during after hours emergency situations - no events occurred this past year, so costs were low.	\$ 2,335.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1274	Call Duty Pay		To fund employees for call duty operations. \$125.00/wk x 26wks = \$3,250.	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus			\$ 2,158.46		\$ -	\$ -
1278	Wellness Earnings		\$300 each for 12 FTEs	\$ 3,600.00	\$ 3,600.00	\$ 3,000.00	\$ 3,000.00
1280	Vacation Pay Out					\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 34,329.19	\$ 34,526.48	\$ 34,480.58	\$ 34,480.58
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 45,817.13	\$ 51,045.04	\$ 50,977.18	\$ 50,977.18
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 17,949.90	\$ 18,053.06	\$ 18,029.06	\$ 18,029.06
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 77,472.00	\$ 77,472.00	\$ 71,016.00	\$ 71,016.00
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	\$ 100.00	\$ 138.00	\$ 138.00	\$ 138.00
1860	Worker's Compensation		Provided by Finance	\$ 138,977.00	\$ 6,993.00	\$ 6,993.00	\$ 6,993.00
Total Salaries & Benefits				\$ 763,850.77	\$ 640,012.10	\$ 632,818.34	\$ 632,818.34
1932	Medical Exams			\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
2121	Uniforms		Funds used to provide Hi-visibility level 3 reflective uniforms via contract for 10 employees, plus allowance for 1 supervisor and 1 superintendent.	\$ 6,839.00	\$ 8,000.00	\$ 7,000.00	\$ 7,000.00
2123	Protective Clothing		Used to purchase PPE items such as rubber boots, gloves, respirators, goggles and Safety winter jackets.	\$ 1,284.00	\$ 3,000.00	\$ 1,750.00	\$ 1,750.00
2124	Shoes-Steel Toe		To purchase required steel-toe boots. Allowance increased from \$96 to \$150. per employee.	\$ 1,332.54	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
2323	Other Training	Y	Funds for registration fees for various certification and training opportunities thru NC LTAP.	\$ 1,207.50	\$ 3,000.00	\$ 2,200.00	\$ 2,200.00
2501	Vehicle Operation/Maintenance			\$ 25,000.00	\$ 30,000.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 15,000.00	\$ 20,000.00	\$ -	\$ -
2591	Fuel For Equipment			\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00
2993	Operational Supplies		Funds to purchase materials and supplies necessary for street maintenance operations -- e.g. backfill dirt, traffic cones, lumber, cement, etc.	\$ 17,000.00	\$ 20,000.00	\$ 17,000.00	\$ 17,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Public Works - 4134					
Division:		Streets - 4134					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2994	Tools		Funds to purchase asphalt and concrete specific repair tools such as towels, floats, asphalt rakes, vibratory tamps, etc.	\$ 3,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00
3121	Travel	Y		\$ -	\$ 2,000.00	\$ 500.00	\$ 500.00
3210	Telephone			\$ 1,512.00	\$ 2,340.00	\$ 2,340.00	\$ 2,340.00
3250	Postage			\$ 3.00	\$ 10.00	\$ -	\$ -
3410	Printing			\$ -	\$ 250.00	\$ 250.00	\$ 250.00
3522	Machine/Equipment Maintenance		Funds to replace wearable items - e.g. snow plow blades and shoes, teeth for the skid steer, etc. One set of teeth costs \$2,500.	\$ 2,500.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00
3593	Asphalt Repairs			\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00
3594	Concrete Repairs			\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00
3913	Landfill Charges		Funds used to dispose of collected construction debris at Wayne county landfill.	\$ 10,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00
3950	Education Reimbursement		No specific employee identified at this time	\$ -	\$ 2,500.00	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 1,700.00	\$ 1,146.00	\$ 1,146.00	\$ 1,146.00
4521	Auto Liability		Provided by Finance	\$ 2,715.00	\$ 2,695.00	\$ 2,695.00	\$ 2,695.00
4541	Employee Personal Liability		Provided by Finance	\$ 80.00	\$ 82.00	\$ 82.00	\$ 82.00
4912	Fees & Dues	Y		\$ 500.00	\$ 300.00	\$ 300.00	\$ 300.00
2501A	Fleet Charges Internal Use Only!		Funds for the operation and maintenance of vehicles assigned to this division such as backhoes, dump truck etc.			\$ 25,000.00	\$ 25,000.00
2502A	Vehicle Fuel-Internal Charges		Funds used to purchase fuel for vehicles and equipment. Increased due to upsurge in fuel prices.			\$ 20,000.00	\$ 20,000.00
3250A	Postage-Internal Charges only!					\$ 10.00	\$ 10.00
Total Operating Expenditures				\$ 150,473.04	\$ 182,423.00	\$ 149,873.00	\$ 149,873.00
5150	Excavator			\$ 60,200.00	\$ -	\$ -	\$ -
5410	Backhoe				\$ -	\$ -	\$ -
5420	Tandem Dump Truck		Replace 15yr old 10 ton dump truck w/over 134,000 miles	\$ 26,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
5426	Pick-Up Truck W/Club Cab				\$ -	\$ -	\$ -
5453	Pothole Patcher				\$ -	\$ -	\$ -
5527	Miscellaneous Equipment				\$ -	\$ -	\$ -
5672	Utility Trailer		Replace 21 yr old dilapidated enclosed trailer, no longer road worthy.	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -
Total Capital Outlay				\$ 92,200.00	\$ 156,000.00	\$ 150,000.00	\$ 150,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Streets Budget				\$ 1,006,523.81	\$ 978,435.10	\$ 932,691.34	\$ 932,691.34

Fiscal Year FY21-22																	
CAPITAL OUTLAY																	
Fund:	11-General Fund		Dept. Head-Rick Fletcher														
Dept #:	Public Works - 4134																
Division:	Streets - 4134																
Current Asset Information										Replacement Asset Information							
Maintenance Cost History																	
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5420	D-1022	2006 International	\$ 48,019.00	134,996	\$ 14,000.00	\$ 24,071.45	\$ 2,042.74	\$ 1,206.64	N	1	10 Ton Dump	Funds to replace 2006 international 10 ton dump truck. Current truck has over 136,996 miles and we have spent \$115,307 in repairs. Additionally the sidewalls are not reinforced and have become weakened by the stress of hauling heavy rock and concrete debris.	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	Y
2	5672	E-822	2000 Enclosed utility trailer							N	2	18ft Utility trailer	dilapidated 21 year old enclosed trailer currently in use. The old trailer in it's current state is no longer structurally suitable to be towed	\$ 6,000.00	\$ -	\$ -	N
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Request				\$ 48,019.00		\$ 14,000.00	\$ 24,071.45	\$ 2,042.74	\$ 1,206.64					\$ 156,000.00	\$ 150,000.00	\$ 150,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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)		\$ 600.00	\$ 600.00	\$ 600.00	
6	APWA Miscellances Courses (NC STATE LTAP)		\$ 500.00	\$ 500.00	\$ 500.00	
7		\$ 1,207.50				
8	Per CM 5/21/21 cut			\$ (800.00)	\$ (800.00)	
9						
10						
	Total - 2323 Other Training	\$ 1,207.50	\$ 3,000.00	\$ 2,200.00	\$ 2,200.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Used to furnish meals/rental car/lodging for conferences and out-of town trainings	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2	Per CM 5/21/21 cut			\$ (1,500.00)	\$ (1,500.00)	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ -	\$ 2,000.00	\$ 500.00	\$ 500.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Waste Water Collection annual renewal fee 2@ \$100 ea	\$ 100.00	\$ 200.00	\$ 200.00	\$ 200.00	
2	Pesticides License renewal 1@ \$100		\$ 100.00	\$ 100.00	\$ 100.00	
3	NC Industrial Commission	\$ 400.00				
4						
5						
6						
7						
8						
9						
10						
	Total - 4912 Fees & Dues	\$ 500.00	\$ 300.00	\$ 300.00	\$ 300.00	

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund:		11-General Fund		Dept. Head		Marty Anderson					
Dept #:		4135 Engineering		~ = Division by Zero							
Division:		4135 Streets Utilities		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ % Δ Incr/(Decr)
3310	Electricity	\$ 38,580.76			\$ -	\$ -	*	\$ -	*	\$ -	*
3311	Street Lights	\$ 429,896.06	\$ 490,000.00	\$ 490,000.00	\$ 431,806.00	\$ 440,000.00	-10.20%	\$ 470,000.00	-4.08%	\$ 470,000.00	-4.08%
3595	Railroad Signal Maintenance	\$ 20,378.00	\$ 22,000.00	\$ 22,000.00	\$ 20,000.00	\$ 22,000.00	0.00%	\$ 22,000.00	0.00%	\$ 22,000.00	0.00%
3596	Bridge Inspections & Repairs	\$ 2,777.26	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
	Total Operating Expenditures	\$ 491,632.08	\$ 516,000.00	\$ 516,000.00	\$ 454,806.00	\$ 466,000.00	-9.69%	\$ 496,000.00	-3.88%	\$ 496,000.00	-3.88%
5991	Storm Drainage Improvements	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5993	Railroad Signals	\$ -	\$ 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	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Engineering-Streets Utilities Budget	\$ 491,632.08	\$ 521,000.00	\$ 521,000.00	\$ 454,806.00	\$ 471,000.00	-9.60%	\$ 501,000.00	-3.84%	\$ 501,000.00	-3.84%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Marty Anderson		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Engineering - 4135					
Division:		Streets Utilities - 4135					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3310	Electricity		May be a keying error in 3310. sent to TLO 5/24/2021				\$ -
3311	Street Lights		Existing system and additional street lights added FY 21-22	\$ 431,806.00	\$ 440,000.00	\$ 470,000.00	\$ 470,000.00
3595	Railroad Signal Maintenance		City's 50% maintenance cost for railroad crossing signals	\$ 20,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
3596	Bridge Inspections & Repairs		Bridge Inspections due every two years - next inspec. 2022	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Total Operating Expenditures				\$ 454,806.00	\$ 466,000.00	\$ 496,000.00	\$ 496,000.00
5991	Storm Drainage Improvements			\$ -	\$ -	\$ -	\$ -
5993	Railroad Signals		City's 10% share of railroad crossing installations	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total Capital Outlay				\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Engineering-Streets Utilities Budget				\$ 454,806.00	\$ 471,000.00	\$ 501,000.00	\$ 501,000.00

CAPITAL OUTLAY		Fiscal Year FY21-22																			
Fund:		11-General Fund										Dept. Head-Marty Anderson									
Dept #:		Engineering - 4135																			
Division:		Streets 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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?	FAK #	Formal/ Informal/ State Contract?		
1	5993	NA	NA	NA	NA	NA				NA		Railroad Signals	City's 10% share of railroad crossing installations	\$5,000.00	\$ 5,000.00	\$ 5,000.00	N		N/A		
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 FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
3588	Street Resurfacing				\$ -	\$ 3,000,000.00	~	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000.00	~	\$ -	*	\$ -	*
5733	Paving Multi-Use Areas		\$ 187,500.00	\$ 187,500.00	\$ -	\$ 930,000.00	396.00%	\$ 187,500.00	0.00%	\$ 187,500.00	0.00%
	Total Capital Outlay	\$ -	\$ 187,500.00	\$ 187,500.00	\$ -	\$ 930,000.00	396.00%	\$ 187,500.00	0.00%	\$ 187,500.00	0.00%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Engineering-Street Paving Budget	\$ -	\$ 187,500.00	\$ 187,500.00	\$ -	\$ 3,930,000.00	1996.00%	\$ 187,500.00	0.00%	\$ 187,500.00	0.00%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Marty Anderson		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Engineering - 4136					
Division:		Street Paving - 4136					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3588	Street Resurfacing		Resurfacing Program for FY2021-22 - Recommended by the paving study (2009), in house study 2017		\$3,000,000.00	\$ -	\$ -
	Total Operating Expenditures			\$ -	\$ 3,000,000.00	\$ -	\$ -
5733	Paving Multi-Use Areas		Paving for various dirt streets & NCDOT Greenway Project	\$0.00	\$ 930,000.00	\$ 187,500.00	\$ 187,500.00
	Total Capital Outlay			\$ -	\$ 930,000.00	\$ 187,500.00	\$ 187,500.00
						\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Engineering-Street Paving Budget			\$ -	\$ 3,930,000.00	\$ 187,500.00	\$ 187,500.00

CAPITAL OUTLAY		Fiscal Year FY21-22																	
Fund:		11-General Fund						Dept. Head-Marty Anc											
Dept #:		Engineering - 4136																	
Division:		Street Paving - 4136																	
		Current Asset Information								Replacement Asset Information									
		Maintenance Cost History																	
Line	Acct #	Veh #	Year/Make/M odel	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?	FAK #	Formal/ Informal/ State Contract?
1	5733	NA	NA	NA	NA	NA				NA		Paving Petition received on 6-30-14 for Branch Street from Vann Street to Southern End	Dirt street in poor condition	\$412,500.00	\$ -	\$ -	N		N
2										NA									
3	5733	NA	NA	NA	NA	NA				NA		Various dirt street paving	Dirt streets in poor condition	\$330,000.00	\$ -	\$ -	N		N
4																			
5	5733	NA	NA	NA	NA	NA				NA		Stoney Creek Greenway - NCDOT Project EB-5707	NCDOT funded project to construct greenway path from Royall Avenue to Quail Park - NCDOT will reimburse 100%	\$187,500	\$ 187,500.00	\$ 187,500.00	N		N
6																			
7																			
8																			
Total Capital Ou		\$	-	\$	-	\$	-	\$	-	\$	-			\$ 930,000.00	\$ 187,500.00	\$ 187,500.00			

FISCAL YEAR 2021-22 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 FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,246,791.48	\$ 1,286,610.79	\$ 1,286,610.79	\$ 1,159,400.78	\$ 1,291,564.53	0.39%	\$ 1,291,564.53	0.39%	\$ 1,291,564.53	0.39%
1220	Salaries & Wages Overtime	\$ 11,089.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%	\$ 10,000.00	0.00%
1224	Cell Phone Stipend	\$ 1,782.71	\$ 2,160.00	\$ 2,160.00	\$ 1,500.00	\$ 1,500.00	-30.56%	\$ 1,500.00	-30.56%	\$ 1,500.00	-30.56%
1260	Salaries & Wages Part-Time	\$ 26,352.10	\$ 55,000.00	\$ 55,000.00	\$ 45,308.00	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%	\$ 55,000.00	0.00%
1272	Holiday Pay	\$ 36,555.17	\$ 36,500.00	\$ 36,500.00	\$ 36,500.00	\$ 36,500.00	0.00%	\$ 36,500.00	0.00%	\$ 36,500.00	0.00%
1275	Salaries & Wages Bonus	\$ 12,959.06	\$ -	\$ -	\$ 5,345.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 8,343.42	\$ -	\$ -	\$ 8,600.00	\$ 8,600.00	~	\$ 8,600.00	~	\$ 8,600.00	~
1280	Vacation Pay Out	\$ 8,662.50	\$ 4,200.00	\$ 4,200.00	\$ 15,000.00	\$ 4,800.00	14.29%	\$ -	*	\$ -	*
1810	Social Security	\$ 99,591.44	\$ 106,677.02	\$ 106,677.02	\$ 98,046.51	\$ 107,709.29	0.97%	\$ 107,342.09	0.62%	\$ 107,342.09	0.62%
1821	NCLGERS-Retirement	\$ 120,004.95	\$ 142,375.47	\$ 142,375.47	\$ 130,856.85	\$ 159,240.79	11.85%	\$ 158,697.91	11.46%	\$ 158,697.91	11.46%
1822	401-K Retirement	\$ 52,981.95	\$ 55,778.83	\$ 55,778.83	\$ 51,266.15	\$ 56,318.58	0.97%	\$ 56,126.58	0.62%	\$ 56,126.58	0.62%
1830	Hospital Insurance	\$ 196,505.22	\$ 215,820.00	\$ 215,820.00	\$ 215,000.00	\$ 225,960.00	4.70%	\$ 206,592.00	-4.28%	\$ 206,592.00	-4.28%
1835	Group Term Life Insurance Coverage	\$ 803.57	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60	\$ 1,335.60	0.00%	\$ 1,335.60	0.00%	\$ 1,335.60	0.00%
1850	Unemployment Compensation	\$ 1,877.46	\$ 3,000.00	\$ 3,000.00	\$ 423.00	\$ 423.00	*	\$ 423.00	*	\$ 423.00	*
1860	Worker's Compensation	\$ 52,966.52	\$ 10,267.00	\$ 10,267.00	\$ 100,000.00	\$ 12,861.00	25.27%	\$ 12,861.00	25.27%	\$ 12,861.00	25.27%
	Total Salaries & Benefits	\$ 1,877,266.55	\$ 1,929,724.71	\$ 1,929,724.71	\$ 1,878,581.90	\$ 1,971,812.79	2.18%	\$ 1,946,542.71	0.87%	\$ 1,946,542.71	0.87%
1932	Medical Exams	\$ 579.00	\$ 400.00	\$ 400.00	\$ 700.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
2121	Uniforms	\$ 16,133.78	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	0.00%	\$ 18,000.00	0.00%	\$ 18,000.00	0.00%
2123	Protective Clothing	\$ 2,983.19	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,500.00	0.00%	\$ 4,600.00	-16.36%	\$ 4,600.00	-16.36%
2124	Shoes-Steel Toe	\$ 3,589.43	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 6,000.00	33.33%	\$ 4,500.00	0.00%	\$ 4,500.00	0.00%
2323	Other Training	\$ 2,185.28	\$ 2,047.50	\$ 2,047.50	\$ 1,590.00	\$ 2,775.00	35.53%	\$ 2,275.00	11.11%	\$ 2,275.00	11.11%
2501	Vehicle Operation/Maintenance	\$ 351,487.27	\$ 345,000.00	\$ 345,000.00	\$ 320,000.00	\$ 345,000.00	0.00%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 130,723.82	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 165,000.00	37.50%	\$ -	*	\$ -	*
2511	Oil & Lubricants	\$ 30.18	\$ 1,250.00	\$ 1,250.00	\$ 1,200.00	\$ 1,200.00	-4.00%	\$ 700.00	-44.00%	\$ 700.00	-44.00%
2993	Operational Supplies	\$ 16,085.69	\$ 11,250.00	\$ 11,250.00	\$ 12,000.00	\$ 12,000.00	6.67%	\$ 12,000.00	6.67%	\$ 12,000.00	6.67%
2994	Tools	\$ 2,095.75	\$ 1,500.00	\$ 1,500.00	\$ 1,700.00	\$ 2,500.00	66.67%	\$ 2,100.00	40.00%	\$ 2,100.00	40.00%
3121	Travel	\$ 1,035.99	\$ 2,100.00	\$ 2,100.00	\$ 100.00	\$ 2,100.00	0.00%	\$ 1,100.00	-47.62%	\$ 1,100.00	-47.62%
3210	Telephone	\$ 9,180.59	\$ 11,000.00	\$ 11,000.00	\$ 8,000.00	\$ 8,000.00	-27.27%	\$ 8,000.00	-27.27%	\$ 8,000.00	-27.27%
3250	Postage	\$ 3.80	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	*	\$ -	*	\$ -	*
3310	Electricity	\$ 3,952.23	\$ 3,375.00	\$ 3,375.00	\$ 3,500.00	\$ 3,600.00	6.67%	\$ 3,600.00	6.67%	\$ 3,600.00	6.67%
3410	Printing	\$ 750.14	\$ 3,750.00	\$ 3,750.00	\$ 2,500.00	\$ 2,500.00	-33.33%	\$ 1,500.00	-60.00%	\$ 1,500.00	-60.00%
3510	Repairs (Insurance Claims)	\$ 3,360.05	\$ -	\$ -	\$ 19,655.00	\$ -	*	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 8,644.37	\$ 41,250.00	\$ 41,250.00	\$ 45,650.00	\$ 85,000.00	106.06%	\$ 55,000.00	33.33%	\$ 55,000.00	33.33%
3604	Trash Container Purchases	\$ 16,165.00	\$ 35,000.00	\$ 35,000.00	\$ 30,000.00	\$ 35,000.00	0.00%	\$ 30,000.00	-14.29%	\$ 30,000.00	-14.29%
3607	Dumpsters	\$ 79,750.00	\$ 80,000.00	\$ 80,000.00	\$ 23,885.00	\$ 80,000.00	0.00%	\$ 45,000.00	-43.75%	\$ 45,000.00	-43.75%
3913	Landfill Charges	\$ 414,245.12	\$ 450,000.00	\$ 450,000.00	\$ 425,000.00	\$ 450,000.00	0.00%	\$ 445,000.00	-1.11%	\$ 445,000.00	-1.11%
3914	Contract Services	\$ 3,250.00	\$ 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	\$ 107,660.24	\$ 130,000.00	\$ 130,000.00	\$ 100,000.00	\$ 100,000.00	-23.08%	\$ 95,000.00	-26.92%	\$ 95,000.00	-26.92%
3950	Education Reimbursement	\$ 723.09	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 2,500.00	25.00%	\$ 1,750.00	-12.50%	\$ 1,750.00	-12.50%
4511	Multi-Peril Insurance	\$ 2,907.00	\$ 2,964.00	\$ 2,964.00	\$ 6,123.08	\$ 6,307.00	112.79%	\$ 6,307.00	112.79%	\$ 6,307.00	112.79%
4521	Auto Liability	\$ 32,578.00	\$ 34,207.00	\$ 34,207.00	\$ 35,533.44	\$ 36,599.00	6.99%	\$ 36,599.00	6.99%	\$ 36,599.00	6.99%
4541	Employee Personal Liability	\$ 514.00	\$ 514.00	\$ 514.00	\$ 452.00	\$ 465.00	*	\$ 465.00	*	\$ 465.00	*

EXPENDITURE SHEET Fiscal Year FY21-22												
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			FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
4912	Fees & Dues		\$ 1,680.00	\$ 2,000.00	\$ 2,000.00	\$ 1,582.13	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
2501A	Fleet Charges Internal Use Only!					\$ -	\$ -	*	\$ 320,000.00	~	\$ 320,000.00	~
2502A	Vehicle Fuel-Internal Charges					\$ -	\$ -	*	\$ 150,000.00	~	\$ 150,000.00	~
3250A	Postage-Internal Charges only!					\$ -	\$ -	*	\$ 20.00	*	\$ 20.00	*
	Total Operating Expenditures		\$ 1,212,293.01	\$ 1,311,127.50	\$ 1,311,127.50	\$ 1,191,690.65	\$ 1,376,066.00	4.95%	\$ 1,249,516.00	-4.70%	\$ 1,249,516.00	-4.70%
5402	Garbage Packer		\$ 316,607.92	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	0.00%	\$ 200,000.00	0.00%	\$ 200,000.00	0.00%
5421	Truck Tractor		\$ 144,833.83			\$ -	\$ -	*	\$ -	*	\$ -	*
5434	Leaf Trailers					\$ -	\$ 20,000.00	~	\$ -	*	\$ -	*
5440	Leaf Vacuum Loader			\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	\$ -	*	\$ -	*	\$ -	*
5446	Refuse Transfer Trailer					\$ -	\$ 300,000.00	~	\$ 300,000.00	~	\$ 300,000.00	~
5457	1/2 Ton Pick-Up W/Lift Gate					\$ -	\$ 50,000.00	~	\$ -	*	\$ -	*
5527	Miscellaneous Equipment			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	*	\$ -	*	\$ -	*
						\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 461,441.75	\$ 360,000.00	\$ 360,000.00	\$ 360,000.00	\$ 570,000.00	58.33%	\$ 500,000.00	38.89%	\$ 500,000.00	38.89%
						\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Solid Waste Budget		\$ 3,551,001.31	\$ 3,600,852.21	\$ 3,600,852.21	\$ 3,430,272.55	\$ 3,917,878.79	8.80%	\$ 3,696,058.71	2.64%	\$ 3,696,058.71	2.64%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Green Cell - Department Input			
Dept #:			Public Works - 4143					
Division:			Solid Waste - 4143					
			Dept. Head-Rick Fletcher					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			Funds for 34 FTEs	\$ 1,159,400.78	\$ 1,291,564.53	\$ 1,291,564.53	\$ 1,291,564.53
1220	Salaries & Wages Overtime				\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
1224	Cell Phone Stipend			Stipend for 2 employees at \$720 each	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
1260	Salaries & Wages Part-Time			Funds to cover 6 PTEs during fall and winter leaf season collection.	\$ 45,308.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
1272	Holiday Pay			Funds to cover solid waste operations required on designated City holidays	\$ 36,500.00	\$ 36,500.00	\$ 36,500.00	\$ 36,500.00
1275	Salaries & Wages Bonus				\$ 5,345.00	\$ -	\$ -	\$ -
1278	Wellness Earnings			34 employees at \$300 each -- \$10,200	\$ 8,600.00	\$ 8,600.00	\$ 8,600.00	\$ 8,600.00
1280	Vacation Pay Out			Projected retirement vacation payout	\$ 15,000.00	\$ 4,800.00	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 98,046.51	\$ 107,709.29	\$ 107,342.09	\$ 107,342.09
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 130,856.85	\$ 159,240.79	\$ 158,697.91	\$ 158,697.91
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 51,266.15	\$ 56,318.58	\$ 56,126.58	\$ 56,126.58
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 215,000.00	\$ 225,960.00	\$ 206,592.00	\$ 206,592.00
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	\$ 423.00	\$ 423.00	\$ 423.00	\$ 423.00
1860	Worker's Compensation			Provided by Finance	\$ 100,000.00	\$ 12,861.00	\$ 12,861.00	\$ 12,861.00
Total Salaries & Benefits					\$ 1,878,581.90	\$ 1,971,812.79	\$ 1,946,542.71	\$ 1,946,542.71
1932	Medical Exams				\$ 700.00	\$ 500.00	\$ 500.00	\$ 500.00
2121	Uniforms			Funds to cover uniform rental for 30 FTEs and uniform allowances for 3 supervisors, 1 superintendent and 1 admin	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
2123	Protective Clothing			PPE and safety jackets for 33 employees	\$ 5,000.00	\$ 5,500.00	\$ 4,600.00	\$ 4,600.00
2124	Shoes-Steel Toe			Steel toed shoes for 33 FTEs (\$150 each) and 6 temp employees (\$50 each) - laborers authorized second pair due to type of work. (\$6,150)	\$ 4,500.00	\$ 6,000.00	\$ 4,500.00	\$ 4,500.00
2323	Other Training	Y		Funds to provide training for employees i.e. transfer station certification, admin trainings, SWANA conference, APWA, etc.	\$ 1,590.00	\$ 2,775.00	\$ 2,275.00	\$ 2,275.00
2501	Vehicle Operation/Maintenance				\$ 320,000.00	\$ 345,000.00	\$ -	\$ -
2502	Vehicle Fuel				\$ 120,000.00	\$ 165,000.00	\$ -	\$ -
2511	Oil & Lubricants				\$ 1,200.00	\$ 1,200.00	\$ 700.00	\$ 700.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			11-General Fund		Green Cell - Department Input		
Dept #:			Public Works - 4143				
Division:			Solid Waste - 4143				
			Dept. Head-Rick Fletcher				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2993	Operational Supplies		Funds to purchase degreaser, daily cleaner/sanitizer for refuse equipment, oil dry, etc.	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
2994	Tools		Funds to purchase rakes, shovels, pitch forks, spades, etc. for refuse, recycle and leaf/limb crews	\$ 1,700.00	\$ 2,500.00	\$ 2,100.00	\$ 2,100.00
3121	Travel	Y	Funds to attend training for employees i.e. transfer station certification, admin trainings, SWANA conference, APWA, etc.	\$ 100.00	\$ 2,100.00	\$ 1,100.00	\$ 1,100.00
3210	Telephone			\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
3250	Postage			\$ 20.00	\$ 20.00		
3310	Electricity		Funds to cover electricity for transfer station operations	\$ 3,500.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
3410	Printing		Funds to purchase calendars, brochures, non-compliance tags to assist in re-education of residents	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00
3510	Repairs (Insurance Claims)			\$ 19,655.00	\$ -	\$ -	\$ -
3522	Machine/Equipment Maintenance		Funds to maintain large leaf vacuums and other equipment. Increase for \$60K + in work needed to refurbish/repair hopper 2 @ transfer station	\$ 45,650.00	\$ 85,000.00	\$ 55,000.00	\$ 55,000.00
3604	Trash Container Purchases		Funds to purchase 90 gallon rollout containers - upgrade to larger containers and/or replace broken containers	\$ 30,000.00	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00
3607	Dumpsters		Funds to replace dumpsters that are beyond repair and/or serviceable lifespan - several on SJAFB need to be replaced as well.	\$ 23,885.00	\$ 80,000.00	\$ 45,000.00	\$ 45,000.00
3913	Landfill Charges		Funds to cover tipping fees for refuse collection of residential, commercial and SJAFB. Tonnage and costs are increasing as new commercial and residential customers are gained.	\$ 425,000.00	\$ 450,000.00	\$ 445,000.00	\$ 445,000.00
3914	Contract Services	Y	Funds to cover Wooten Garbage fees for Ridgewood Dr customers	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3916	Recycling Fees		Funds to cover Material Recycling Facility (MRF) charges to take our collected recycled goods. Costs have fluctuated between \$80 and \$100 per ton. The City collects between 1,200 and 1,500 tons on average annually.	\$ 100,000.00	\$ 100,000.00	\$ 95,000.00	\$ 95,000.00
3950	Education Reimbursement		1 FTE--Tara	\$ 1,500.00	\$ 2,500.00	\$ 1,750.00	\$ 1,750.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 6,123.08	\$ 6,307.00	\$ 6,307.00	\$ 6,307.00
4521	Auto Liability		Provided by Finance	\$ 35,533.44	\$ 36,599.00	\$ 36,599.00	\$ 36,599.00
4541	Employee Personal Liability		Provided by Finance	\$ 452.00	\$ 465.00	\$ 465.00	\$ 465.00
4912	Fees & Dues	Y	Funds to cover annual transfer station permit fees	\$ 1,582.13	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Public Works - 4143					
Division:		Solid Waste - 4143					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2501A	Fleet Charges Internal Use Only!		Funds to maintain the largest and oldest equipment fleet in the City.			\$ 320,000.00	\$ 320,000.00
2502A	Vehicle Fuel-Internal Charges		Fuel for Citywide Solid Waste collection - increase in line with current fuel usage and projected fuel cost increase			\$ 150,000.00	\$ 150,000.00
3250A	Postage-Internal Charges only!					\$ 20.00	\$ 20.00
Total Operating Expenditures				\$ 1,191,690.65	\$ 1,376,066.00	\$ 1,249,516.00	\$ 1,249,516.00
5402	Garbage Packer		Replacing 1996 rear loader	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
5421	Truck Tractor				\$ -	\$ -	\$ -
5434	Leaf Trailers		Replacing 25 year old leaf trailer		\$ 20,000.00	\$ -	\$ -
5440	Leaf Vacuum Loader			\$ 135,000.00	\$ -	\$ -	\$ -
5446	Refuse Transfer Trailer		Funds to replace 3 transfer trailers (25-35 years old) @ \$100K each		\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
5457	1/2 Ton Pick-Up W/Lift Gate		Replacing 1997 pickup with lift gate		\$ 50,000.00	\$ -	\$ -
5527	Miscellaneous Equipment			\$ 25,000.00	\$ -	\$ -	\$ -
0	0				\$ -	\$ -	\$ -
Total Capital Outlay				\$ 360,000.00	\$ 570,000.00	\$ 500,000.00	\$ 500,000.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Solid Waste Budget				\$ 3,430,272.55	\$ 3,917,878.79	\$ 3,696,058.71	\$ 3,696,058.71

CAPITAL OUTLAY																			Fiscal Year FY21-22									
Fund:		11-General Fund										Dept. Head-Rick Fletcher																
Dept #:		Public Works - 4143																										
Division:		Solid Waste - 4143																										
Current Asset Information											Replacement Asset Information																	
Maintenance Cost History																												
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?	FAK #	Formal/ Informal/ State Contract?									
1	5446	E433	1997 Accurate Transfer Trailer			\$ 1,000.00	\$ 634.43	\$ 147.10	\$ -	N	1	Transfer Trailer	Current transfer trailer is 20+ years old with excessive amount of corrosion.	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	Y											
2	5446	E653	1994 Accurate Transfer Trailer			\$ 1,000.00	\$ 1,094.58	\$ 1,664.15	\$ 1,324.28	N	2	Transfer Trailer	Current transfer trailer is 25+ years old with excessive amount of corrosion.	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	Y											
3	5446	E717	1997 Accurate Transfer Trailer			\$ 1,000.00	\$ 1,176.76	\$ 542.33	\$ 261.85	N	3	Transfer Trailer	Current transfer trailer is 20+ years old with excessive amount of corrosion.	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	Y											
4	5402	G689	1996 Ford Rear Loader		124,942	\$ 500.00	\$ 14,920.31	\$ 9,354.66	\$ 4,941.05	N	4	Rear Loader	Current rear loader is 20+ year old used for refuse/recycle daily collection routes.	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	Y											
5	5457	P715	1997 Ford F150 w/ lift gate		146,406	\$ 1,500.00	\$ 4,816.61	\$ 4,774.89	\$ 3,076.71	N	5	Pickup Truck w/lift gate	Current pick up is a 20+ year old surplus truck that is utilized daily for refuse and recycle can deliveries or service calls.	\$ 50,000.00	\$ -	\$ -	N											
6	5434	E594	1992 Peerless Leaf Trailer			\$ 750.00	\$ 961.03	\$ 1,139.51	\$ 602.02	N	6	Leaf Trailer	Current trailer is 25+ years old used daily for leaf collection	\$ 20,000.00	\$ -	\$ -	N											
7																												
Total Capital Outlay Request				\$ -		\$ 5,750.00	\$ 23,603.72	\$ 17,622.64	\$ 10,205.91					\$ 570,000.00	\$ 500,000.00	\$ 500,000.00												

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		NC-SWANA Transfer Station Cert (6 employees @ 175/ea)	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	
2		APWA Solid Waste Conference (2 employees @ \$225/ea)		\$ 450.00	\$ 450.00	\$ 450.00	
3		NC-SWANA Conference (2 employees @\$225/ea)		\$ 450.00	\$ 450.00	\$ 450.00	
4		Chemical Spill Response Training (5 employees @ \$95/ea)	\$ 190.00	\$ 475.00	\$ 475.00	\$ 475.00	
5		National Seminars Training for Administrative Assistants	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
6		Per CM cut 5/21/21			\$ (500.00)	\$ (500.00)	
7							
8							
9							
10							
		Total - 2323 Other Training	\$ 1,590.00	\$ 2,775.00	\$ 2,275.00	\$ 2,275.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	SWANA Certification classes, annual conferences and other training out-of-town	\$ 100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	
2	Per CM cut 5/21/21			\$ (1,000.00)	\$ (1,000.00)	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ 100.00	\$ 2,100.00	\$ 1,100.00	\$ 1,100.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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 FY21-22			
Fund:		11-General Fund		Dept. Head-Rick Fletcher			
Dept #:		Public Works - 4143					
Division:		Solid Waste - 4143					
Account:		4912 Fees & Dues					
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Transfer Station Annual Permit Fee	\$ 1,582.13	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2		NC Industrial Commision					
3		Water Pollution Control					
4							
5							
6							
7							
8							
9							
10							
		Total - 4912 Fees & Dues	\$ 1,582.13	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	

FISCAL YEAR 2021-2022 BUDGET

DEPARTMENT/DIVISION: ENGINEERING

DEPARTMENT OVERVIEW:

The Engineering Department provides engineering and surveying services necessary for the design and construction of streets, sidewalks, storm drainage lines, water lines and sanitary sewer lines within public rights of way and new subdivisions to assure compliance with City standards. Engineering services include project design and surveying, preparation of plans, specifications and contract documents, and provision of construction phase contract administration. We administer the City's Flood Damage Prevention Ordinance and maintain files of elevation certificates and administer the mandatory state and federal 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 Engineering Department also oversees the Goldsboro Traffic Signal System and the Signs and Markings Shop. The traffic signal system is comprised of over 42 miles of fiber optic cable that currently connects 122 NCDOT and City of Goldsboro signals. Staff is responsible for day-to-day operations, maintenance, timing of our area's traffic signals and installation of traffic signs/markings.

GOALS/MAJOR OBJECTIVES:

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

SIGNIFICANT BUDGET ISSUES:

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

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 535,605.89	\$ 622,182.51	\$ 622,182.51	\$ 551,142.73	\$ 691,481.12	11.14%	\$ 690,893.12	11.04%	\$ 690,893.12	11.04%
1220	Salaries & Wages Overtime	\$ 3,681.57	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
1224	Cell Phone Stipend	\$ 2,144.00	\$ 2,880.00	\$ 2,880.00	\$ 2,050.00	\$ 2,880.00	0.00%	\$ 2,880.00	0.00%	\$ 2,880.00	0.00%
1260	Salaries & Wages Part-Time	\$ 1,024.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1274	Call Duty Pay	\$ 6,660.71	\$ 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	\$ 3,713.97	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,377.24	\$ -	\$ -	\$ 1,500.00	\$ 6,600.00	~	\$ 5,100.00	~	\$ 5,100.00	~
1280	Vacation Pay Out	\$ 1,786.74	\$ 9,914.40	\$ 9,914.40	\$ 12,122.62	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 41,228.95	\$ 49,455.48	\$ 49,455.48	\$ 44,049.87	\$ 54,503.28	10.21%	\$ 54,343.54	9.88%	\$ 54,343.54	9.88%
1821	NCLGERS-Retirement	\$ 50,205.41	\$ 66,005.29	\$ 66,005.29	\$ 58,790.75	\$ 80,579.35	22.08%	\$ 80,343.20	21.72%	\$ 80,343.20	21.72%
1822	401-K Retirement	\$ 22,153.11	\$ 25,859.08	\$ 25,859.08	\$ 23,032.61	\$ 28,498.44	10.21%	\$ 28,414.92	9.88%	\$ 28,414.92	9.88%
1830	Hospital Insurance	\$ 56,854.56	\$ 65,400.00	\$ 65,400.00	\$ 51,435.00	\$ 71,016.00	8.59%	\$ 71,016.00	8.59%	\$ 71,016.00	8.59%
1835	Group Term Life Insurance Coverage	\$ 228.65	\$ 381.60	\$ 381.60	\$ 419.76	\$ 419.76	*	\$ 419.76	*	\$ 419.76	*
1850	Unemployment Compensation		\$ 293.00	\$ 293.00	\$ 123.42	\$ 196.00	*	\$ 196.00	*	\$ 196.00	*
1860	Worker's Compensation	\$ 1,697.00	\$ 1,770.00	\$ 1,770.00	\$ 2,152.68	\$ 2,217.00	25.25%	\$ 2,217.00	25.25%	\$ 2,217.00	25.25%
	Total Salaries & Benefits	\$ 729,361.80	\$ 855,641.36	\$ 855,641.36	\$ 755,819.45	\$ 949,890.95	11.02%	\$ 947,323.55	10.72%	\$ 947,323.55	10.72%
1932	Medical Exams		\$ 160.00	\$ 160.00	\$ 218.00	\$ 160.00	*	\$ 160.00	*	\$ 160.00	*
1991	Consultant Fees	\$ 2,070.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	\$ -	*	\$ -	*
2121	Uniforms	\$ 119.96	\$ 400.00	\$ 400.00	\$ 400.00	\$ 700.00	75.00%	\$ 700.00	75.00%	\$ 700.00	75.00%
2123	Protective Clothing	\$ 242.57	\$ 250.00	\$ 250.00	\$ 250.00	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
2124	Shoes-Steel Toe	\$ 270.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 470.00	*	\$ 470.00	*	\$ 470.00	*
2203	Employee Appreciation	\$ 124.44	\$ 176.00	\$ 176.00	\$ 125.00	\$ 176.00	*	\$ 176.00	*	\$ 176.00	*
2323	Other Training	\$ 1,878.26	\$ 3,475.00	\$ 3,475.00	\$ 400.00	\$ 3,575.00	2.88%	\$ 2,375.00	-31.65%	\$ 2,375.00	-31.65%
2391	First Aid	\$ 17.90	\$ 50.00	\$ 50.00	\$ 30.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
2501	Vehicle Operation/Maintenance	\$ 10,826.00	\$ 2,875.00	\$ 2,875.00	\$ 10,000.00	\$ 6,000.00	108.70%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 6,180.62	\$ 4,500.00	\$ 4,500.00	\$ 5,550.00	\$ 7,000.00	55.56%	\$ -	*	\$ -	*
2601	Office Supplies	\$ 303.70	\$ 175.00	\$ 175.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
2993	Operational Supplies	\$ 2,711.55	\$ 6,000.00	\$ 6,000.00	\$ 3,000.00	\$ 8,000.00	33.33%	\$ 4,000.00	-33.33%	\$ 4,000.00	-33.33%
2994	Tools	\$ 394.26	\$ 375.00	\$ 375.00	\$ 200.00	\$ 375.00	*	\$ 375.00	*	\$ 375.00	*
3121	Travel	\$ 306.41	\$ 2,000.00	\$ 2,000.00	\$ 70.00	\$ 2,000.00	0.00%	\$ 900.00	-55.00%	\$ 900.00	-55.00%
3210	Telephone	\$ 1,646.33	\$ 3,528.36	\$ 3,528.36	\$ 1,500.00	\$ 4,610.00	30.66%	\$ 4,610.00	30.66%	\$ 4,610.00	30.66%
3250	Postage	\$ 290.50	\$ 300.00	\$ 300.00	\$ 100.00	\$ 300.00	*	\$ -	*	\$ -	*
3310	Electricity	\$ 90.29			\$ -	\$ -	*	\$ -	*	\$ -	*
3312	Traffic Signal Electricity	\$ 9,782.87	\$ 15,000.00	\$ 15,000.00	\$ 8,943.00	\$ 9,500.00	-36.67%	\$ 9,500.00	-36.67%	\$ 9,500.00	-36.67%
3410	Printing	\$ -	\$ 206.00	\$ 206.00	\$ -	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3421	Copy Machine Cost	\$ 2,827.06	\$ 3,900.00	\$ 3,900.00	\$ 2,000.00	\$ 2,000.00	-48.72%	\$ 2,000.00	-48.72%	\$ 2,000.00	-48.72%
3422	Outside Copy Machine Cost	\$ -	\$ 100.00	\$ 100.00	\$ 25.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
3509	Sign & Markings Maint Materials				\$ -	\$ 35,000.00	~	\$ 25,000.00	~	\$ 25,000.00	~
3510	Repairs (Insurance Claims)	\$ 2,075.00	\$ -	\$ -	\$ 15,342.45	\$ 15,000.00	~	\$ -	*	\$ -	*
3521	Office Machine Maintenance	\$ -	\$ 500.00	\$ 500.00	\$ 250.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3522	Machine/Equipment Maintenance	\$ 563.03	\$ 562.00	\$ 562.00	\$ -	\$ 650.00	15.66%	\$ 650.00	15.66%	\$ 650.00	15.66%
3592	Maintenance Materials	\$ 27,556.30	\$ 50,000.00	\$ 89,717.44	\$ 80,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
3700	Advertising	\$ 3,381.00	\$ 2,625.00	\$ 2,625.00	\$ 3,380.00	\$ 3,500.00	33.33%	\$ 3,500.00	33.33%	\$ 3,500.00	33.33%
3914	Contract Services	\$ 925.76	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
4221	Software License Fees	\$ 13,388.00	\$ 15,000.00	\$ 15,000.00	\$ 13,388.00	\$ 24,100.00	60.67%	\$ 24,100.00	60.67%	\$ 24,100.00	60.67%
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 189.44	\$ 195.00	*	\$ 195.00	*	\$ 195.00	*
4521	Auto Liability	\$ 4,091.00	\$ 4,296.00	\$ 4,296.00	\$ 4,462.59	\$ 4,596.00	6.98%	\$ 4,596.00	6.98%	\$ 4,596.00	6.98%
4541	Employee Personal Liability	\$ 31.00	\$ 31.00	\$ 31.00	\$ 27.24	\$ 28.00	*	\$ 28.00	*	\$ 28.00	*
4911	Subscriptions	\$ 2,476.14	\$ 3,500.00	\$ 3,500.00	\$ 2,760.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
4912	Fees & Dues	\$ 2,288.00	\$ 2,870.00	\$ 2,870.00	\$ 2,330.00	\$ 2,510.00	-12.54%	\$ 2,510.00	-12.54%	\$ 2,510.00	-12.54%
4990	Equipment Expense	\$ 998.99	\$ 750.00	\$ 750.00	\$ 650.00	\$ 750.00	0.00%	\$ 750.00	0.00%	\$ 750.00	0.00%
9561	Office Supplies	\$ 259.40	\$ 300.00	\$ 300.00	\$ 100.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
2501A	Fleet Charges Internal Use Only!	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 6,000.00	~	\$ 6,000.00	~
2502A	Vehicle Fuel-Internal Charges	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 7,000.00	~	\$ 7,000.00	~
3250A	Postage-Internal Charges only!	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 300.00	*	\$ 300.00	*
	Total Operating Expenditures	\$ 98,116.34	\$ 129,284.36	\$ 169,001.80	\$ 156,220.72	\$ 189,345.00	46.46%	\$ 155,045.00	19.93%	\$ 155,045.00	19.93%
5422	Bucket Truck		\$ -	\$ 144,164.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ 144,164.00	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Engineering-~ Budget	\$ 827,478.14	\$ 984,925.72	\$ 1,168,807.16	\$ 912,040.17	\$ 1,139,235.95	15.67%	\$ 1,102,368.55	11.92%	\$ 1,102,368.55	11.92%

JUSTIFICATION SHEET			Fiscal Year FY21-22	Blue Font - Detail Schedule Requested			
Fund:			11-General Fund	Green Cell - Department Input			
Dept #:			Engineering - 4172				
Division:			~ - 4172				
			Dept. Head-Marty Anderson				

JUSTIFICATION SHEET		Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:		11-General Fund		Green Cell - Department Input			
Dept #:		Engineering - 4172					
Division:		~ - 4172					
Dept. Head-Marty Anderson							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3121	Travel	Y	Meetings, seminars, conferences, schools, etc. Conferences 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.	\$ 70.00	\$ 2,000.00	\$ 900.00	\$ 900.00
3210	Telephone		Cell phones: 2 Traffic Signal Employees, 2 Sign Technicians, Surveyor, and Survey Technician, @ \$45.00 each x 12 months = \$3,240.00. Ipads: 3- Construction Inspector, Survey Technician, and GIS Analysts @ \$38.01 each x 12 months = \$1,368.36	\$ 1,500.00	\$ 4,610.00	\$ 4,610.00	\$ 4,610.00
3250	Postage		Engineering correspondence, contracts & certified mail	\$ 100.00	\$ 300.00	\$ -	\$ -
3310	Electricity						
3312	Traffic Signal Electricity		Electricity for Traffic Signals	\$ 8,943.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00
3410	Printing		Contract documents, forms, stormwater brochures, etc.	\$ -	\$ 200.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		Rental/maintenance costs for Konica Minolta 368 for Engineering Department and Traffic Signal Shop	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3422	Outside Copy Machine Cost		Deeds, plats, etc. copied at Wayne County Courthouse	\$ 25.00	\$ 100.00	\$ 100.00	\$ 100.00
3509	Sign & Markings Maint Materials		Maintenance materials for signs and markings	\$ -	\$ 35,000.00	\$ 25,000.00	\$ 25,000.00
3510	Repairs (Insurance Claims)		Negative Balance = (\$-15,342.45)	\$ 15,342.45	\$ 15,000.00	\$ -	\$ -
3521	Office Machine Maintenance		Maintenance for office equipment	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00
3522	Machine/Equipment Maintenance		Annual Testing for Bucket Truck Calibration/Certification	\$ -	\$ 650.00	\$ 650.00	\$ 650.00
3592	Maintenance Materials		Traffic signal maintenance and repairs	\$ 80,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
3700	Advertising		Public Education related to Stormwater/Clean Water	\$ 3,380.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3914	Contract Services		N/A	\$ -	\$ -	\$ -	\$ -
4221	Software License Fees		Traffic Signal Software Maintenance Agreement @ \$15,000 and CCTV Maintenance Agreement @ \$9,100. Both Maintenance Agreements are reimbursible 87% by NCDOT	\$ 13,388.00	\$ 24,100.00	\$ 24,100.00	\$ 24,100.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 189.44	\$ 195.00	\$ 195.00	\$ 195.00
4521	Auto Liability		Provided by Finance	\$ 4,462.59	\$ 4,596.00	\$ 4,596.00	\$ 4,596.00
4541	Employee Personal Liability		Provided by Finance	\$ 27.24	\$ 28.00	\$ 28.00	\$ 28.00
4911	Subscriptions	Y		\$ 2,760.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
4912	Fees & Dues	Y		\$ 2,330.00	\$ 2,510.00	\$ 2,510.00	\$ 2,510.00
4990	Equipment Expense		Misc. Equipment Expense	\$ 650.00	\$ 750.00	\$ 750.00	\$ 750.00
9561	Office Supplies		Office Supplies - Inventory	\$ 100.00	\$ 300.00	\$ 300.00	\$ 300.00
2501A	Fleet Charges Internal Use Only!		Four Engineering Trucks & 2 Traffic Signal Bucket Trucks			\$ 6,000.00	\$ 6,000.00
2502A	Vehicle Fuel-Internal Charges		Fuel for 4 vehicles and 2 Traffic Signal Bucket Trucks			\$ 7,000.00	\$ 7,000.00
3250A	Postage-Internal Charges only!		Engineering correspondence, contracts & certified mail			\$ 300.00	\$ 300.00
Total Operating Expenditures				\$ 156,220.72	\$ 189,345.00	\$ 155,045.00	\$ 155,045.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Marty Anderson		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. 6/01/21	Adopted 06/18/21
5422	Bucket Truck				\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Engineering~ Budget			\$ 912,040.17	\$ 1,139,235.95	\$ 1,102,368.55	\$ 1,102,368.55

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Marty Anderson			
Dept #: Engineering - 4172							
Division: ~ - 4172							
Account: 1991 Consultant Fees							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Topographic surveys and preparation of easement maps	\$ -	\$ 3,000.00	\$ -	\$ -	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ -	\$ 3,000.00	\$ -	\$ -	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Professional Development - Training courses and seminars	\$ 300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2	IMSA Continuing Education for Traffic Staff - Every 3 Yrs. (2023)	\$ -	\$ -	\$ -	\$ -	
3	NC ARCGIS Conference for GIS/GPS Analyst - Conf. Feb. 2022	\$ -	\$ 725.00	\$ 725.00	\$ 725.00	
4	NCAUG Conference for GIS/GPS Analyst - Conf. Sept. 2021	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	
5	BMP Recertification - Construction Inspector & Project Manager (Every 3 Years)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
6	NCAFPM Floodplain Bi-Annual Managers Conference	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
7	Per CM cut 5/21/21			\$ (1,200.00)	\$ (1,200.00)	
8						
9						
10						
	Total - 2323 Other Training	\$ 400.00	\$ 3,575.00	\$ 2,375.00	\$ 2,375.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Marty Anderson

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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.	\$ 70.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
2	Per CM cut 5/21/21			\$ (1,100.00)	\$ (1,100.00)	
3						
4						
5						
6						
7						
8						
9						
10						
Total - 3121 Travel		\$ 70.00	\$ 2,000.00	\$ 900.00	\$ 900.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	NC 811 Notifications by email for Utility Locations - Average monthly invoice = \$218.00 (Costs increased in Jan. 2021 to \$291.00/month)	\$ 2,760.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total - 4911 Subscriptions		\$ 2,760.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Professional Engineer License Fee (Three Engineers) @ \$75.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	
2	American Waterworks Association (City Engineer)	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	
3	American Public Works Association (Agency Membership)	\$ 1,520.00	\$ 1,520.00	\$ 1,520.00	\$ 1,520.00	
4	NC Association of Floodplain Managers (City Engineer and					
5	Assistant City Engineer) @ \$60.00	\$ 180.00	\$ 120.00	\$ 120.00	\$ 120.00	
6	ITE (Assistant City Engineer)	\$ -	\$ 320.00	\$ 320.00	\$ 320.00	
7	IMSA Membership for 2 Traffic Signal Employees and Sign Technician Payable every three years (Due 2023)	\$ 160.00	\$ 80.00	\$ 80.00	\$ 80.00	
8						
9						
10						
	Total - 4912 Fees & Dues	\$ 2,330.00	\$ 2,510.00	\$ 2,510.00	\$ 2,510.00	

FISCAL YEAR 2021-22 BUDGET

DEPARTMENT/DIVISION: FIRE/5120

DEPARTMENT OVERVIEW:

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

GOALS/MAJOR OBJECTIVES:

- Continue efforts to meet UNC SOG metrics, NFPA, and ISO benchmarks related to response times, apparatus replacement, and staffing.
- Implementation of CIP as presented to Mayor, Council and Office of the City Manager. Initial implementation includes funding for 1 Fire Engine, 1 Quint, 3 staff response vehicles and the replacement of Fire Station 3 as outlined in FY2021-22 budget.
- Reassign the part-time Fire Inspector position to a full-time Fire Inspector - (Civilian).
- Achieve State designation as Type III Water Rescue Team.

SIGNIFICANT BUDGET ISSUES:

- Increase training opportunities by continuing making improvements/upgrades at Training Facility to allow for in-house training opportunities and provide educational opportunities.
- Continue upgrade/replacement of current SCBA to the 4500-psi operating system.
- Purchase of dual band portable radios to allow for inter-agency operability with mutual-aid organizations (local, state and federal).
- Purchase of a skid unit to allow vehicle (P1164) to be multi-functional to replace 1976 Brush truck.
- Implementation of CIP as presented to Mayor, Council and Office of the City Manager. Initial implementation includes funding for 1 Fire Engine, 1 Quint, 3 staff response vehicles and the replacement of Fire Station 3 as outlined in FY2021-22 budget.

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund		Dept. Head James Farfour									
Dept #:	5120	Fire Department		~ = Division by Zero							
Division:	5120	~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 3,762,608.65	\$ 3,846,469.78	\$ 3,846,469.78	\$ 3,800,041.69	\$ 3,908,908.28	1.62%	\$ 3,770,594.15	-1.97%	\$ 3,770,594.15	-1.97%
1220	Salaries & Wages Overtime	\$ 180,032.07	\$ 78,000.00	\$ 78,000.00	\$ 162,000.00	\$ 162,000.00	107.69%	\$ 140,000.00	79.49%	\$ 140,000.00	79.49%
1224	Cell Phone Stipend	\$ 765.44	\$ 719.94	\$ 719.94	\$ 1,100.00	\$ 1,440.00	100.02%	\$ 1,440.00	100.02%	\$ 1,440.00	100.02%
1260	Salaries & Wages Part-Time	\$ 37,578.32	\$ 58,760.00	\$ 58,760.00	\$ 45,410.00	\$ 40,000.00	-31.93%	\$ 49,240.00	-16.20%	\$ 49,240.00	-16.20%
1272	Holiday Pay	\$ 137,312.44	\$ 144,000.00	\$ 144,000.00	\$ 144,000.00	\$ 168,000.00	16.67%	\$ 140,000.00	-2.78%	\$ 140,000.00	-2.78%
1275	Salaries & Wages Bonus	\$ 30,949.90	\$ -	\$ -	\$ 16,446.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 19,352.58	\$ -	\$ -	\$ 23,457.00	\$ 22,500.00	~	\$ 21,602.88	~	\$ 21,602.88	~
1280	Vacation Pay Out	\$ 12,831.31	\$ 24,350.40	\$ 24,350.40	\$ 36,531.00	\$ 25,000.00	2.67%	\$ 12,500.00	-48.67%	\$ 12,500.00	-48.67%
1810	Social Security	\$ 308,767.81	\$ 317,650.96	\$ 317,650.96	\$ 323,517.41	\$ 331,080.39	4.23%	\$ 316,356.34	-0.41%	\$ 316,356.34	-0.41%
1821	NCLGERS-Retirement	\$ 375,452.08	\$ 423,949.84	\$ 423,949.84	\$ 431,779.44	\$ 489,479.64	15.46%	\$ 467,711.14	10.32%	\$ 467,711.14	10.32%
1822	401-K Retirement	\$ 165,722.67	\$ 166,092.00	\$ 166,092.00	\$ 169,159.43	\$ 173,113.93	4.23%	\$ 165,415.08	-0.41%	\$ 165,415.08	-0.41%
1830	Hospital Insurance	\$ 471,191.10	\$ 503,580.00	\$ 503,580.00	\$ 446,000.00	\$ 548,760.00	8.97%	\$ 510,024.00	1.28%	\$ 510,024.00	1.28%
1835	Group Term Life Insurance Coverage	\$ 2,054.19	\$ 3,205.44	\$ 3,205.44	\$ 3,243.60	\$ 3,243.60	1.19%	\$ 3,205.44	0.00%	\$ 3,205.44	0.00%
1850	Unemployment Compensation	\$ 657.11	\$ 1,895.00	\$ 1,895.00	\$ 800.00	\$ 1,232.00	-34.99%	\$ 1,232.00	-34.99%	\$ 1,232.00	-34.99%
1860	Worker's Compensation	\$ 153,926.82	\$ 18,477.00	\$ 18,477.00	\$ 26,726.00	\$ 23,146.00	25.27%	\$ 23,146.00	25.27%	\$ 23,146.00	25.27%
	Total Salaries & Benefits	\$ 5,659,202.49	\$ 5,587,150.36	\$ 5,587,150.36	\$ 5,630,211.56	\$ 5,897,903.85	5.56%	\$ 5,622,467.03	0.63%	\$ 5,622,467.03	0.63%
1932	Medical Exams	\$ 2,727.70	\$ 25,000.00	\$ 47,000.00	\$ 25,000.00	\$ 26,000.00	4.00%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
2111	Cleaning Supplies	\$ 6,436.50	\$ 9,600.00	\$ 9,600.00	\$ 8,900.00	\$ 9,600.00	0.00%	\$ 8,900.00	-7.29%	\$ 8,900.00	-7.29%
2121	Uniforms	\$ 26,987.64	\$ 45,000.00	\$ 54,363.24	\$ 45,000.00	\$ 46,350.00	3.00%	\$ 35,000.00	-22.22%	\$ 35,000.00	-22.22%
2123	Protective Clothing	\$ 44,641.41	\$ 60,000.00	\$ 81,533.75	\$ 60,000.00	\$ 76,320.00	27.20%	\$ 57,901.00	-3.50%	\$ 57,901.00	-3.50%
2125	Shoes-Uniform	\$ 5,745.31	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 13,500.00	50.00%	\$ 9,000.00	0.00%	\$ 9,000.00	0.00%
2203	Employee Appreciation	\$ 1,432.69	\$ 1,344.00	\$ 1,344.00	\$ 1,344.00	\$ 1,360.00	1.19%	\$ 1,360.00	1.19%	\$ 1,360.00	1.19%
2323	Other Training	\$ 20,570.21	\$ 29,400.00	\$ 29,400.00	\$ 29,400.00	\$ 32,480.00	10.48%	\$ 20,200.00	-31.29%	\$ 20,200.00	-31.29%
2391	First Aid	\$ 6,968.92	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	\$ 9,850.00	34.93%	\$ 7,300.00	0.00%	\$ 7,300.00	0.00%
2501	Vehicle Operation/Maintenance	\$ 64,778.61	\$ 56,625.00	\$ 56,625.00	\$ 56,625.00	\$ 89,500.00	58.06%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 40,606.96	\$ 37,500.00	\$ 37,500.00	\$ 38,237.00	\$ 50,400.00	34.40%	\$ -	*	\$ -	*
2511	Oil & Lubricants	\$ 295.74	\$ 3,000.00	\$ 3,000.00	\$ 2,500.00	\$ 3,000.00	0.00%	\$ 1,500.00	-50.00%	\$ 1,500.00	-50.00%
2594	Vehicle Repairs	\$ 24,950.14	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 74,480.00	65.51%	\$ 40,000.00	-11.11%	\$ 40,000.00	-11.11%
2601	Office Supplies	\$ 4,405.77	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	11.11%	\$ 4,500.00	0.00%	\$ 4,500.00	0.00%
2993	Operational Supplies	\$ 58,924.37	\$ 59,625.00	\$ 59,625.00	\$ 59,625.00	\$ 86,725.00	45.45%	\$ 59,625.00	0.00%	\$ 59,625.00	0.00%
2994	Tools	\$ 13,659.57	\$ 13,650.00	\$ 13,650.00	\$ 13,650.00	\$ 29,000.00	112.45%	\$ 5,650.00	-58.61%	\$ 5,650.00	-58.61%
3121	Travel	\$ 3,430.41	\$ 2,800.00	\$ 2,800.00	\$ -	\$ 3,300.00	17.86%	\$ 500.00	*	\$ 500.00	*
3210	Telephone	\$ 4,891.39	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 7,100.00	9.23%	\$ 5,500.00	-15.38%	\$ 5,500.00	-15.38%
3250	Postage	\$ 380.57	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	0.00%	\$ -	*	\$ -	*
3310	Electricity	\$ 33,114.37	\$ 27,000.00	\$ 27,000.00	\$ 31,038.00	\$ 32,000.00	18.52%	\$ 30,000.00	11.11%	\$ 30,000.00	11.11%
3330	Natural Gas	\$ 4,056.14	\$ 6,000.00	\$ 6,000.00	\$ 5,347.00	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
3410	Printing	\$ 770.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	25.00%	\$ 750.00	-37.50%	\$ 750.00	-37.50%
3510	Repairs (Insurance Claims)	\$ 24,772.50			\$ -	\$ -	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 26,156.38	\$ 19,125.00	\$ 19,125.00	\$ 38,000.00	\$ 32,000.00	67.32%	\$ 38,000.00	98.69%	\$ 38,000.00	98.69%
3521	Office Machine Maintenance	\$ 998.22	\$ 1,550.00	\$ 1,550.00	\$ 1,700.00	\$ 2,000.00	29.03%	\$ 1,550.00	0.00%	\$ 1,550.00	0.00%
3522	Machine/Equipment Maintenance	\$ 5,119.98	\$ 17,700.00	\$ 17,700.00	\$ 17,700.00	\$ 31,000.00	75.14%	\$ 12,700.00	-28.25%	\$ 12,700.00	-28.25%
3914	Contract Services	\$ 4,500.00			\$ -	\$ 15,000.00	~	\$ 11,000.00	~	\$ 11,000.00	~

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund		Dept. Head James Farfour									
Dept #: 5120 Fire Department		~ = Division by Zero									
Division: 5120 ~		* = Change < \$500									
		Purple Cell-Finance Input									
	Object of Expenditure	FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
3950	Education Reimbursement	\$ 4,993.42	\$ 2,750.00	\$ 2,750.00	\$ 7,800.00	\$ 12,500.00	354.55%	\$ 5,250.00	90.91%	\$ 5,250.00	90.91%
4221	Software License Fees				\$ -	\$ 23,611.00	~	\$ -	*	\$ -	*
4391	Equipment Rent				\$ 4,200.00	\$ 4,400.00	~	\$ 4,200.00	~	\$ 4,200.00	~
4401	Generator Contract	\$ -	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00	42.86%	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
4511	Multi-Peril Insurance	\$ 5,105.00	\$ 5,533.00	\$ 5,533.00	\$ 7,824.00	\$ 8,058.00	45.64%	\$ 8,058.00	45.64%	\$ 8,058.00	45.64%
4521	Auto Liability	\$ 61,981.00	\$ 65,080.00	\$ 65,080.00	\$ 62,730.00	\$ 64,612.00	-0.72%	\$ 64,612.00	-0.72%	\$ 64,612.00	-0.72%
4541	Employee Personal Liability	\$ 370.00	\$ 370.00	\$ 370.00	\$ 326.00	\$ 335.00	*	\$ 335.00	*	\$ 335.00	*
4911	Subscriptions	\$ 8,864.99	\$ 15,579.00	\$ 15,579.00	\$ 2,599.66	\$ 2,680.00	-82.80%	\$ 2,680.00	-82.80%	\$ 2,680.00	-82.80%
4912	Fees & Dues	\$ 6,085.00	\$ 6,580.00	\$ 6,580.00	\$ 7,025.00	\$ 6,845.00	4.03%	\$ 6,845.00	4.03%	\$ 6,845.00	4.03%
4990	Equipment Expense	\$ 25,351.00	\$ 16,275.00	\$ 16,275.00	\$ 16,275.00	\$ 7,500.00	-53.92%	\$ -	*	\$ -	*
9561	Office Supplies	\$ 289.46	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 56,625.00	~	\$ 56,625.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 37,500.00	~	\$ 37,500.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 650.00	~	\$ 650.00	~
	Total Operating Expenditures	\$ 544,361.37	\$ 605,236.00	\$ 658,132.99	\$ 622,495.66	\$ 820,156.00	35.51%	\$ 572,691.00	-5.38%	\$ 572,691.00	-5.38%
5075	Paving - Fire Department				\$ -	\$ -	*	\$ -	*	\$ -	*
5136	All Terrain Vehicle		\$ 35,000.00	\$ 35,000.00	\$ 33,626.16	\$ -	*	\$ -	*	\$ -	*
5181	Facility Updates-Fire Station 1				\$ -	\$ 8,000.00	~	\$ -	*	\$ -	*
5182	Facility Updates-Fire Station 2				\$ -	\$ -	*	\$ -	*	\$ -	*
5183	Facility Updates-Fire Station 3				\$ -	\$ 55,000.00	~	\$ -	*	\$ -	*
5184	Facility Updates-Fire Station 4				\$ -	\$ -	*	\$ -	*	\$ -	*
5185	Facility Updates-Fire Station 5				\$ -	\$ 48,000.00	~	\$ -	*	\$ -	*
5186	Facility Updates-Fire Training				\$ -	\$ 33,340.00	~	\$ -	*	\$ -	*
5401	Administrative Car	\$ 37,416.69	\$ -	\$ -	\$ 6.00	\$ 142,200.00	~	\$ 49,200.00	~	\$ 49,200.00	~
5496	Aerial Fire Truck				\$ -	\$ 882,000.00	~	\$ -	*	\$ -	*
5500	Engine Replacement				\$ -	\$ 607,000.00	~	\$ -	*	\$ -	*
5521	Fire Hose	\$ 8,769.00	\$ 13,155.00	\$ 13,155.00	\$ 13,155.00	\$ 14,435.00	9.73%	\$ 13,155.00	0.00%	\$ 13,155.00	0.00%
5527	Miscellaneous Equipment	\$ 20,649.00			\$ 7,662.32	\$ 424,792.00	~	\$ -	*	\$ -	*
5735	Air Packs	\$ 67,566.20	\$ 35,100.00	\$ 35,100.00	\$ 35,100.00	\$ 37,900.00	7.98%	\$ 35,100.00	0.00%	\$ 35,100.00	0.00%
5736	Thermal Imaging Camera	\$ 5,258.33	\$ 5,700.00	\$ 5,700.00	\$ 5,258.33	\$ 5,500.00	-3.51%	\$ -	*	\$ -	*
5804	Fire Station				\$ -	\$ 2,525,000.00	~	\$ -	*	\$ -	*
6101	FEMA Source Capture Exhaust System				\$ -	\$ 62,795.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 139,659.22	\$ 88,955.00	\$ 88,955.00	\$ 94,807.81	\$ 4,845,962.00	5347.66%	\$ 97,455.00	9.56%	\$ 97,455.00	9.56%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Fire Department--~ Budget	\$ 6,343,223.08	\$ 6,281,341.36	\$ 6,334,238.35	\$ 6,347,515.03	\$ 11,564,021.85	84.10%	\$ 6,292,613.03	0.18%	\$ 6,292,613.03	0.18%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-James Farfour		Green Cell - Department Input	
Dept #:	Fire Department - 5120				
Division:	~ - 5120				

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		85 FTE	\$ 3,800,041.69	\$ 3,908,908.28	\$ 3,770,594.15	\$ 3,770,594.15
1220	Salaries & Wages Overtime		Average payout of \$13,500 per month * 12	\$ 162,000.00	\$ 162,000.00	\$ 140,000.00	\$ 140,000.00
1224	Cell Phone Stipend		2 employees (27.69 * 26 payrolls)	\$ 1,100.00	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
1260	Salaries & Wages Part-Time		2 part time employees (Hourly Wages * 1000 hours)	\$ 45,410.00	\$ 40,000.00	\$ 49,240.00	\$ 49,240.00
1272	Holiday Pay		75 employees (12 holidays * \$14,000)	\$ 144,000.00	\$ 168,000.00	\$ 140,000.00	\$ 140,000.00
1275	Salaries & Wages Bonus		To be determined by City Manager per Finance	\$ 16,446.00	\$ -	\$ -	\$ -
1278	Wellness Earnings		Estimated 75 employees (75 * \$300)	\$ 23,457.00	\$ 22,500.00	\$ 21,602.88	\$ 21,602.88
1280	Vacation Pay Out		3 employee - retirement / 3 employee - turnover * hourly rate x max vacation rollover amount	\$ 36,531.00	\$ 25,000.00	\$ 12,500.00	\$ 12,500.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 323,517.41	\$ 331,080.39	\$ 316,356.34	\$ 316,356.34
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 431,779.44	\$ 489,479.64	\$ 467,711.14	\$ 467,711.14
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 169,159.43	\$ 173,113.93	\$ 165,415.08	\$ 165,415.08
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 446,000.00	\$ 548,760.00	\$ 510,024.00	\$ 510,024.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 3,243.60	\$ 3,243.60	\$ 3,205.44	\$ 3,205.44
1850	Unemployment Compensation		Provided by Finance	\$ 800.00	\$ 1,232.00	\$ 1,232.00	\$ 1,232.00
1860	Worker's Compensation		Provided by Finance	\$ 26,726.00	\$ 23,146.00	\$ 23,146.00	\$ 23,146.00
	Total Salaries & Benefits			\$ 5,630,211.56	\$ 5,897,903.85	\$ 5,622,467.03	\$ 5,622,467.03
1932	Medical Exams		Annual Physicals (82 employees) - \$23,600 /New Personnel/Promotion Physicals and Testing/Random Substance Testing - \$2,400.	\$ 25,000.00	\$ 26,000.00	\$ 25,000.00	\$ 25,000.00
2111	Cleaning Supplies		Funds requested are to cover the cost of cleaning supplies for 5 Stations and the Training Facility. The requested increase in funding for this account is due to the price increases on paper products and cleaning supplies.	\$ 8,900.00	\$ 9,600.00	\$ 8,900.00	\$ 8,900.00
2121	Uniforms		Uniforms for non-civilian employees & part-time employees to include Class A, B, C & D Uniforms as well as special team uniforms. An additional 3% increase has been added to this account to cover the cost of uniform item price increases.	\$ 45,000.00	\$ 46,350.00	\$ 35,000.00	\$ 35,000.00
2123	Protective Clothing		These funds are requested to purchase protective equipment for non-civilian personnel to include body armor, safety vests, turnout gear pants and coats, helmets, boots, gloves and nomex hoods. Increase in funding for this line items includes a 6% updated pricing increase for protective clothing purchases.	\$ 60,000.00	\$ 76,320.00	\$ 57,901.00	\$ 57,901.00
2125	Shoes-Uniform		These funds are requested to purchase non-slip OSHA-required safety shoes for non-civilian employees. Shoes are distributed annually and as needed. The amount requested will cover purchasing shoes for 83 personnel and additional purchases for new hires, part-time employees and when shoes are in need of replacement due to damage sustained during training, emergency response calls, etc. (90 pairs * \$150.00) An increase in this account is due to the price increase of safety shoes issued to department personnel and to avoid personnel using personal funds to cover costs of required uniform footwear.	\$ 9,000.00	\$ 13,500.00	\$ 9,000.00	\$ 9,000.00
2203	Employee Appreciation		85 full time employees * \$16.00	\$ 1,344.00	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00
2323	Other Training	Y	These funds are requested to provide local, state and national certified training, outside training classes and media resources. These funds also include funding for the Explorer Program, inspections reimbursement, annual promotion assessments and training equipment. (See attached SCH2323)	\$ 29,400.00	\$ 32,480.00	\$ 20,200.00	\$ 20,200.00
2391	First Aid		These funds are requested to purchase emergency medical supplies to be used on emergency calls. The first aid budget has increased to meet the exponential increases in standard PPE including surgical gloves, surgical masks, N-95 masks and hand sanitizer. Mass casualty supplies initial purchase from current FY has decreased by 1/3 and will remain at this level for re-supply. Additional supplies are needed because of new procedure approvals for our personnel and this will have a continuing maintenance cost as well.	\$ 7,300.00	\$ 9,850.00	\$ 7,300.00	\$ 7,300.00
2501	Vehicle Operation/Maintenance		These funds are requested to cover charges for maintenance and/or repairs performed on fire department response and administration vehicles and fire apparatus at the City's maintenance complex. The increase in this account is due price increase for maintenance, labor costs and projected repairs needed on aging fire apparatus.	\$ 56,625.00	\$ 89,500.00	\$ -	\$ -
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.	\$ 38,237.00	\$ 50,400.00	\$ -	\$ -
2511	Oil & Lubricants		These funds are requested to purchase motor oil and other lubricants used for engines, transmissions, boats and fire pumps as needed during daily, weekly and monthly inspections.	\$ 2,500.00	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00

JUSTIFICATION SHEET			Blue Font - Detail Schedule Requested Green Cell - Department Input			
Fiscal Year FY21-22						
Fund: 11-General Fund Dept. Head-James Farfour						
Dept #: Fire Department - 5120						
Division: ~ - 5120						
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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. Parts and labor are projected at a 12% increase from previous year budget. Also included in this fiscal year budget is \$20,000 that is still needed for repairs to fire pump on Engine 1. These repairs are necessary in order to pass mandated pump testing and due to budget cuts last fiscal year, this repair was not accomplished.	\$ 45,000.00	\$ 74,480.00	\$ 40,000.00	\$ 40,000.00
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.	\$ 4,500.00	\$ 5,000.00	\$ 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. Included in this line is the cost to purchase physical fitness equipment for substations including treadmills and dumbbells to accomplish required physical fitness training per SOG (\$7,000). These items were requested in previous fiscal year budget; however, due to budget cuts this purchase was not accomplished. *Per Finance Dept. - additional funding has been added to cover cost of training facility supplies. (\$3,000)	\$ 59,625.00	\$ 86,725.00	\$ 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 (\$5,650), Trench Rescue (\$18,228), and Rope Rescue (\$1,000). Water Rescue funding is for new equipment for new members of the water rescue team. A Paratech Shore Kit for the Trench Rescue Team at a total cost of \$18,228 which will be utilized to expand the capabilities of the trench rescue response team as well as comply with OSHA standard. This request was previously requesting in previous fiscal year budget; however, due to budget cuts this purchase was not accomplished. The Rope Rescue equipment cost of \$1,000 is to continue replacing equipment based off of department replacement plan. An additional cost is added to include miscellaneous tools for department use and apparatus tools such as axes, drills, wrench sets, pliers, saws, blades, etc.	\$ 13,650.00	\$ 29,000.00	\$ 5,650.00	\$ 5,650.00
3121 Travel	Y	These funds are requested to cover the cost of lodging, meals, travel and registration for the Fire Chief and Command Staff personnel to attend community meetings and professional development courses and certification training. (see attached SCH3121)	\$ -	\$ 3,300.00	\$ 500.00	\$ 500.00
3210 Telephone		These funds are requested to cover the cost of telephone contract services for department. Contracted prices for Cell Phones \$45.00 x 8 / lpad \$38.01 x 6 per IT Dept. Note: Added additional cell phone for full-time Inspector	\$ 6,500.00	\$ 7,100.00	\$ 5,500.00	\$ 5,500.00
3250 Postage		These funds are requested to cover the cost of postage of letters mailed through the US Postal Service and shipping costs when items are mailed for repairs.	\$ 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.	\$ 31,038.00	\$ 32,000.00	\$ 30,000.00	\$ 30,000.00
3330 Natural Gas		These funds are requested to cover the cost of natural gas used by the department.	\$ 5,347.00	\$ 6,000.00	\$ 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. The additional increase in this account is for the purchase of inspections Order of Notice tags.	\$ 1,200.00	\$ 1,500.00	\$ 750.00	\$ 750.00
3510 Repairs (Insurance Claims)		-	\$ -	\$ -	\$ -	\$ -
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. as well as cost for completing the following needed repairs: Station 1: Interior and Exterior painting of bay, carpet, painting and new ceiling tiles for non-contracted areas of Station 1 to match renovated areas. Approximate cost for Station 1 is \$8,000. Station 2: Blinds, bay lighting upgrade to LED, and exterior bay painting at an approximate cost of \$5,000. 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 \$2,500. An additional \$8,500 is included to cover the expense of miscellaneous and unforeseen building repairs as well as \$8,000 for miscellaneous HVAC and plumbing repairs.	\$ 38,000.00	\$ 32,000.00	\$ 38,000.00	\$ 38,000.00
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.	\$ 1,700.00	\$ 2,000.00	\$ 1,550.00	\$ 1,550.00

JUSTIFICATION SHEET	Fiscal Year FY21-22		Blue Font - Detail Schedule Requested
Fund:	11-General Fund	Dept. Head-James Farfour	Green Cell - Department Input
Dept #:	Fire Department - 5120		
Division:	~ - 5120		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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, gas monitors, 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. Increase in this account is due to previous budget year cuts and to continue department replacement plan established to keep equipment in warranty program.	\$ 17,700.00	\$ 31,000.00	\$ 12,700.00	\$ 12,700.00
3914 Contract Services		These funds are requested for implementing a Bay Door Service Maintenance Agreement as well as contracting services with fire department agencies for mutual/automatic aid agreements.	\$ -	\$ 15,000.00	\$ 11,000.00	\$ 11,000.00
3950 Education Reimbursement		These funds are requested to reimburse employees for tuition, fees and books for college according to COG personnel policy. This year we project that we will have 5 employees who will receive the max reimbursement for education. 5 employees * \$2,500 = \$12,500 (Holland, Scott, Barnes, Bergeron, Stempien)	\$ 7,800.00	\$ 12,500.00	\$ 5,250.00	\$ 5,250.00
4221 Software License Fees		ESO Solutions - Fire Reporting Database Update (Required for continued software support) Note: \$16,331 recurring fee each year	\$ -	\$ 23,611.00	\$ -	\$ -
4391 Equipment Rent		Training Facility Mobile Classroom Rental	\$ 4,200.00	\$ 4,400.00	\$ 4,200.00	\$ 4,200.00
4401 Generator Contract		These funds are requested to cover the cost of repairs and the annual maintenance agreement for the emergency power generator at substations.	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00
4511 Multi-Peril Insurance		Provided by Finance	\$ 7,824.00	\$ 8,058.00	\$ 8,058.00	\$ 8,058.00
4521 Auto Liability		Provided by Finance	\$ 62,730.00	\$ 64,612.00	\$ 64,612.00	\$ 64,612.00
4541 Employee Personal Liability		Provided by Finance	\$ 326.00	\$ 335.00	\$ 335.00	\$ 335.00
4911 Subscriptions	Y	These funds are requested to cover the cost of subscriptions for the department use. See attached SCH4911.	\$ 2,599.66	\$ 2,680.00	\$ 2,680.00	\$ 2,680.00
4912 Fees & Dues	Y	These funds are requested to cover the cost of fees and dues for the department. See attached SCH4912.	\$ 7,025.00	\$ 6,845.00	\$ 6,845.00	\$ 6,845.00
4990 Equipment Expense		These funds are requested to purchase equipment that cost between \$1,000 - \$4,999. Included in this funding is replacement bay door operators. Requesting to replace 5 of the 25 operators at a total cost of \$7,500 (\$1,500 x 5).	\$ 16,275.00	\$ 7,500.00	\$ -	\$ -
9561 Office Supplies		These funds are requested to cover the cost of letter and legal size paper and envelopes received from the stockroom at City Hall.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
2501A Fleet Charges Internal Use Only!		These funds are requested to cover charges for maintenance and/or repairs performed on fire department response and administration vehicles and fire apparatus at the City's maintenance complex. The increase in this account is due price increase for maintenance, labor costs and projected repairs needed on aging fire apparatus.	\$ -	\$ -	\$ 56,625.00	\$ 56,625.00
2502A Vehicle Fuel-Internal Charges		These funds are requested to cover the cost of diesel fuel and gasoline for all fire apparatus, administration vehicles and response vehicles. With the ever changing price of gas and diesel, we project an average monthly expense of \$4,200.00.	\$ -	\$ -	\$ 37,500.00	\$ 37,500.00
3250A Postage-Internal Charges only!		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.	\$ -	\$ -	\$ 650.00	\$ 650.00
Total Operating Expenditures			\$ 622,495.66	\$ 820,156.00	\$ 572,691.00	\$ 572,691.00
5075 Paving - Fire Department		Due to prior year cuts of this line item, the pavement plan has been altered. Alternative temporary uses are being investigated.	\$ -	\$ -	\$ -	\$ -
5136 All Terrain Vehicle		Prior year expenditure. No current year request.	\$ 33,626.16	\$ -	\$ -	\$ -
5181 Facility Updates-Fire Station 1		Station 1: Concrete apron repairs due to sunken apron. Approximate cost for is \$12,000.		\$ 8,000.00	\$ -	\$ -
5182 Facility Updates-Fire Station 2		-		\$ -	\$ -	\$ -
5183 Facility Updates-Fire Station 3		Station 3: Drive-thru bay construction at approximate cost of \$55,000 to eliminate safety concerns during back-up operations. Note: If approved for new public safety facility this cost will not be needed.		\$ 55,000.00	\$ -	\$ -
5184 Facility Updates-Fire Station 4		-		\$ -	\$ -	\$ -
5185 Facility Updates-Fire Station 5		Station 5: Concrete apron repairs due to sunken apron and replacing 6 bay doors due to deterioration that is beyond repair. Approximate cost is \$48,000.		\$ 48,000.00	\$ -	\$ -
5186 Facility Updates-Fire Training		Training Facility Upgrades: Includes Land Clearing/Tree Removal to allow for expansion of training facility (Phase II) and removal of overgrowth and potential fall hazards of dead trees. Also included is money allocated for a security fence for cleared land, and equipment storage shelter.	\$ -	\$ 33,340.00	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY21-22		Blue Font - Detail Schedule Requested	
Fund:	11-General Fund	Dept. Head-James Farfour		Green Cell - Department Input	
Dept #:	Fire Department - 5120				
Division:	~ - 5120				

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
5401 Administrative Car		These funds are requested to purchase 3 administrative response vehicles. During FY2019-20, the department was denied repairs of 2 vehicles due to mechanical issues which caused the vehicles to be removed from our fleet. Funding was not approved after requested in FY20-21 budget and again denied after request for budget ammendment was submitted after current vehicles in fleet suffered mechanical issues. These vehicles are imperative to the department to complete the operations of the department. Currently, staff at times has no choice but to use their personal vehicles to conduct city business. The shortage of necessary response vehicles is also key to continuing our strategic plan metrics in time response. This price includes GFD striping, emergency lighting, mobile radio and slide out tray and cover for truck bed.	\$ 6.00	\$ 142,200.00	\$ 49,200.00	\$ 49,200.00
5496 Aerial Fire Truck		These funds are requested to purchase a new Aerial Truck (Quint) to begin CIP as outlined during Council Retreat.	\$ -	\$ 882,000.00	\$ -	\$ -
5500 Engine Replacement		These funds are requested to purchase a new Engine Truck to begin CIP as outlined during Council Retreat.	\$ -	\$ 607,000.00	\$ -	\$ -
5521 Fire Hose		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. The requested amount is to conitinue replacement plan established by GFD to adhere to guidelines set forth by NFPA.	\$ 13,155.00	\$ 14,435.00	\$ 13,155.00	\$ 13,155.00
5527 Miscellaneous Equipment		<p>These funds are requested to purchase a deployable shelter for the Water Rescue Team with environmental contol device and generator as well as to purchase a inflatable fire house for the fire education division to be used in community outreach events and education. These funds requested also include 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. Radio pricing includes software, programming, chargers, spare battery, remote mics and warranty. The above items are all items that were requested in prior year budget but not funded.</p> <p>-</p> <p>New items included in this line item are funds to purchase a rescue jack extraication stablizer for Eng. 5. This tool allows for stablization of vehicle to allow for required safety measures for rescurers and victims. Funding in this account also includes equipment purchases for the new quint fire apparatus and new fire pumper truck as outlayed in the CIP program presented during council retreat. These costs include all necessary tools and emergency equipment necessary to operate apparatus. In this account is also funding for a custom skid unit to be added P1164 which is a 2011 F350 pick up truck in our current fleet. This skid unit will allow this vehicle to be converted into a newer brush truck than the current F016 which is a 1976 Dodge brush truck. Funding this skid unit will allow for \$100,000 plus in savings versus purchasing a new standard brush truck.</p>	\$ 7,662.32	\$ 424,792.00	\$ -	\$ -
5735 Air Packs		These funds are requested to purchase new SCBA units and additional cylinders for the department. This budget year the department is requesting the following: 8 - Carbon Cylinders 4500 psi @ \$900 each / 5 - Voice Amps @ \$500 each / 10 - SCBA Face Pieces - HT AV3000 @ \$300 each / 4 - SCBA Unit 4500-psi @ \$6,300 Note: This will continue the replacement plan of reserve trucks to ensure continuity with ready reserves.	\$ 35,100.00	\$ 37,900.00	\$ 35,100.00	\$ 35,100.00
5736 Thermal Imaging Camera		These funds are requested to purchase a new thermal imaging camera for Eng. 3.	\$ 5,258.33	\$ 5,500.00	\$ -	\$ -
5804 Fire Station		These funds are requested to 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. This project is outlined in the CIP as dictated during prior year discussions with Council and Office of the City Manager.	\$ -	\$ 2,525,000.00	\$ -	\$ -
6101 FEMA Source Capture Exhaust Sys		These funds are requested to purchase a source capture diesel exhaust system for Station 4 which was not included in the grant funding for other stations due to FEMA restrictions.	\$ -	\$ 62,795.00	\$ -	\$ -
Total Capital Outlay			\$ 94,807.81	\$ 4,845,962.00	\$ 97,455.00	\$ 97,455.00
Total Debt Service			\$ -	\$ -	\$ -	\$ -
Total Fire Department--~ Budget			\$ 6,347,515.03	\$ 11,564,021.85	\$ 6,292,613.03	\$ 6,292,613.03

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
Fund:		11-General Fund Dept. Head-James Farfour															
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5401	B986	2004 Chevy Blazer	Transferred from PD Fleet		\$ 2,120.62	\$ -	\$ -	\$ -	N	1	Administrative Response Vehicle - F150	These funds are requested to replace the 2004 Chevy Blazer which is currently out of service due to maintance repairs that exceeded the value of the vehicle. The department is requesting funding to purchase a F-150. This price includes GFD striping, emergency lighting, mobile radio and slide out tray and cover for truck bed. Note: 2004 Chevy Blazer has been sold. Bill of Sale #8272020	\$ 49,200.00	\$ 49,200.00	\$ 49,200.00	Y
2	5401	B1124	2005 Ford Expedition	\$ 18,540.00	95,328	\$ 1,500.00	\$ 427.02	\$ 176.99	\$ -	N	1	Administrative Repsone Vehicle - F250	These funds are requested to replace the 2005 Ford Expedition which is currently out of service due to transmission repairs that exceeded value of vehicle. The department is requesting funding to purchase a 2021 F-250. This price includes GFD striping, emergency lighting and mobile radio.	\$ 45,000.00	\$ -	\$ -	N
3	5401	A979	2004 Ford Taurus	\$ 13,241.68	152,570	\$ 1,200.00	\$ 1,320.42	\$ 505.40	\$ 596.41	N	1	Adminitrative Response - Tahoe	These funds are requested to replace the 2004 Ford Taurus which is currently assigned to the Inspection division. The department is requesting funding to purchase a 2021 Chevy Tahoe. This price includes GFD emergency lighting and mobile radio.	\$ 48,000.00	\$ -	\$ -	N
4	5521	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Fire Hose Replacement	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. The requested amount is to conitinue replacement plan established by GFD to adhere to guidelines set forth by NFPA.	\$ 14,435.00	\$ 13,155.00	\$ 13,155.00	N
5	5527	N/A	Addition	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	\$ -	\$ -	

CAPITAL OUTLAY Fiscal Year FY21-22																	
Fund:		11-General Fund Dept. Head-James Farfour															
Dept #:		Fire Department - 5120															
Division:		~ - 5120															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information							
						Maintenance Cost History				(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
						Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21								
6	5527	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	3	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.	\$ 8,500.00	\$ -	\$ -	
7	5527	N/A	Addition	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.	\$ 87,650.00	\$ -	\$ -	N
8	5527	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	2	Rescue Jack	These funds are requested to purchase a rescue jack extraication stablizer for Eng. 5. This tool allows for stablization of vehicle to allow for required safety measures for rescurers and victims.	\$ 12,544.00	\$ -	\$ -	N
9	5527	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Equipment for Aerial Fire Truck	These funds are requested to purchase equipment for new quint fire apparatus. These costs include all necessary tools and emergency equipment necessary to operate apparatus.	\$ 155,976.00	\$ -	\$ -	N
10	5527	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Equipment for Fire Pumper Truck	These funds are requested to purchase equipment for new fire pumper truck. These costs include all necessary tools and emergency equipment necessary to operate apparatus.	\$ 108,618.00	\$ -	\$ -	N
11	5527	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Skid Unit for conversion to Brush Truck	These funds are requested to purchase a custom skid unit to be added P1164 which is a 2011 F350 pick up truck in our current fleet. This skid unit will allow this vehicle to be converted into a newer brush truck than the current F016 which is a 1976 Dodge brush truck. Funding this skid unit will allow for \$100,000 plus in savings versus purchasing a new standard brush truck.	\$ 17,253.00	\$ -	\$ -	N
12	5735	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Air Packs	These funds are requested to purchase new SCBA units and additional cylinders for the department. This budget year the department is requesting the following: 8 - Carbon Cylinders 4500 psi @ \$900 each / 5 - Voice Amps @ \$500 each / 10 - SCBA Face Pieces - HT AV3000 @ \$300 each / 4 - SCBA Unit 4500-psi @ \$6,300 Note: This will continue the replacement plan of reserve trucks to ensure continuity with ready reserves.	\$ 37,900.00	\$ 35,100.00	\$ 35,100.00	N

CAPITAL OUTLAY Fiscal Year FY21-22																	
Fund:		11-General Fund Dept. Head-James Farfour															
Dept #:		Fire Department - 5120															
Division:		~ - 5120															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Current Asset Information				Replacement Asset Information							
						Maintenance Cost History				(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
						Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21								
13	5736	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Thermal Imaging Camera	These funds are requested to purchase a new thermal imaging camera for Eng. 3.	\$ 5,500.00	\$ -	\$ -	N
14	5496	F885	2000/EONE Quint	\$ 470,951.00	142,348 miles / 16,154.6 hrs	\$ -	\$ 14,072.52	\$ 11,318.31	\$ 7,321.44	N	1	Aerial Fire Truck	These funds are requested to purchase a new Aerial Truck (Quint) to begin CIP as outlined during Council Retreat.	\$ 882,000.00	\$ -	\$ -	N
15	5500	F566	1991/Pierce Dash	\$ 185,658.00	164,689 miles / 15,263.6 hrs	\$ 27,848.00	\$ 864.34	\$ 1,266.11	\$ 301.34	N	1	Engine Replacement	These funds are requested to purchase a new Engine Pump Truck to begin CIP as outlined during Council Retreat.	\$ 607,000.00	\$ -	\$ -	N
16	5804	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Fire Station 3	These funds are requested to 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. This project is outlined in the CIP as dictated during prior year discussions with Council and Office of the City Manager.	\$ 2,525,000.00	\$ -	\$ -	N
17	6101	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Source Capture System - St. 4	These funds are requested to purchase a source capture diesel exhaust system for Station 4 which was not included in the grant funding for other stations due to FEMA restrictions.	\$ 62,795.00	\$ -	\$ -	N
18	5181	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Facility Updates - Fire Station 1	Station 1: Concrete apron repairs due to sunken apron. Approximate cost for is \$8,000.	\$ 8,000.00	\$ -	\$ -	N
19	5182	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Facility Updates - Fire Station 2	-	\$ -	\$ -	\$ -	N
20	5183	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Facility Updates - Fire Station 3	Station 3: Drive-thru bay construction at approximate cost of \$55,000 to eliminate safety concerns during back-up operations. Note: If approved for new public safety facility this cost will not be needed.	\$ 55,000.00	\$ -	\$ -	N
21	5184	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Facility Updates - Fire Station 4	-	\$ -	\$ -	\$ -	N
22	5185	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Facility Updates - Fire Station 5	Station 5: Concrete apron repairs due to sunken apron and replacing 6 bay doors due to deterioration that is beyond repair. Approximate cost is \$48,000.	\$ 48,000.00	\$ -	\$ -	N
23	5186	N/A	Addition	N/A	N/A	\$ -	\$ -	\$ -	\$ -	N	1	Facility Updates - Fire Training	Training Facility Upgrades: Includes Land Clearing/Tree Removal to allow for expansion of training facility (Phase II) and removal of overgrowth and potential fall hazards of dead trees. Also included is money allocated for a security fence for cleared land, and equipment storage shelter.	\$ 33,340.00	\$ -	\$ -	N
Total Capital Outlay Rr				\$ 688,390.68		\$ 32,668.62	\$ 16,684.30	\$ 13,266.81	\$ 8,219.19					\$ 4,845,962.00	\$ 97,455.00	\$ 97,455.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-James Farfour

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Note: Moved items to Facility Updates - Training Facility and moved training supplies to Operational Supplies per Finance.	\$ 17,021.52	\$ -	\$ -	\$ -	move to capital outlay schedule into a single line item "Training Facility Upgrades". Include details of cost of larger items. Cfg 4/20/2021 1:17 PM
2	Mobile Classroom Rental Note: Moved to Equipment Rental per Finance	\$ 4,200.00	\$ -	\$ -	\$ -	move to account #4391. cfg 4/20/2021 1:17 PM
3	Assessment Centers, Fire Training Media Resources	\$ 1,800.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
4	Candidate Physical Agility Test Materials (Hiring Process)	\$ 33.48	\$ -	\$ -	\$ -	
5	Training Equipment (Fuel, Lumber, Prop Materials, OSB, Wheat Straw, Etc.)	\$ 6,200.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	
6	Goldsboro Explorer Program Competition: 3 Employees/Program Leaders to attend the Winterfest Explorer Competition Note: Competition cancelled in FY20-21 due to COVID-19	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 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) / NC Catawba Flood Exercise (6 Water Rescue Team Members @ \$200 each) / Fire Department Instructor Conference (2 employees @ \$2,000 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) Note: Outside training schools/conferences cancelled in FY20-21 due to COVID-19	\$ -	\$ 19,400.00	\$ 12,120.00	\$ 12,120.00	
8	Level I, II or III Inspections Training Certification Reimbursement (4 employees * \$145)	\$ 145.00	\$ 580.00	\$ 580.00	\$ 580.00	
9	Per CM cut 5/21/21			\$ (5,000.00)	\$ (5,000.00)	
Total - 2323 Other Training		\$ 29,400.00	\$ 32,480.00	\$ 20,200.00	\$ 20,200.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-James Farfour

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	International Association of Fire Chief's Conference - Fire Chief (Includes travel expenses, meals, lodging and airfare)	\$ -	\$ 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)	\$ -	\$ -	\$ -	\$ -	
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)	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	
5	Note: During FY20-21 all travel was cancelled or held virtually due to COVID-19 restrictions and precautions.					
6	Chief Farfour - Reduction to line item to assist in balancing budget			\$ (2,800.00)	\$ (2,800.00)	
7						
Total - 3121 Travel		\$ -	\$ 3,300.00	\$ 500.00	\$ 500.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-James Farfour

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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	\$ 750.00	\$ 750.00	\$ 750.00	
3	Weather Radar App - Fire Chief Ipad	\$ 10.66	\$ 11.00	\$ 11.00	\$ 11.00	
4	CAD Interface Subscription (IT Dept.)	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	
5	ESO Solutions - Fire Reporting Database Update (Required for continued software support) *Note: Moved to Account 4221 per Catherine	\$ -	\$ -	\$ -	\$ -	
6	Amazon Prime Membership	\$ 119.00	\$ 119.00	\$ 119.00	\$ 119.00	
7	NFORS/FireCARES Subscription - Startup Fee \$5,000/Annual Fee \$8,000	\$ -	\$ -	\$ -	\$ -	
8						
9						
10						
	Total - 4911 Subscriptions	\$ 2,599.66	\$ 2,680.00	\$ 2,680.00	\$ 2,680.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-James Farfour

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	International Association of Fire Chiefs	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	
2	International Association of Emergency Managers	\$ 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 (83 @ \$5.00)	\$ 405.00	\$ 415.00	\$ 415.00	\$ 415.00	
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)	\$ 660.00	\$ 660.00	\$ 660.00	\$ 660.00	
13	NC Industrial Commission (Finance)	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	
14						
	Total - 4912 Fees & Dues	\$ 7,025.00	\$ 6,845.00	\$ 6,845.00	\$ 6,845.00	

FISCAL YEAR 2021-2022 BUDGET

DEPARTMENT/DIVISION: POLICE 6121

DEPARTMENT OVERVIEW:

The mission of the Goldsboro Police Department is to work cooperatively with the public and within the framework of the United States Constitution and North Carolina law to protect the well-being and enhance the quality of life of our residents and visitors. In 2020/2021, the Police Department was authorized 121 full time positions (108) sworn officers and (13) civilians, assigned to four divisions: Office of the Chief of Police, Operations Bureau, Support Services Bureau, and Investigative Services Bureau. In addition, the Department was authorized (01) part-time Custodian. The activities of the Department include the enforcement of the laws; prevention and detection of criminal activity; apprehension of offenders; control of traffic; participation in court proceedings; protection of constitutional guarantees; resolution of conflict and the maintenance of the feeling of safety and security in the community.

GOALS/MAJOR OBJECTIVES:

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

SIGNIFICANT BUDGET ISSUES:

OPERATIONAL:

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

CAPITAL ISSUES:

- Replace (20) Vehicles, including all emergency equipment, to replace a portion of the fleet having reached the end of their service life, no longer operationally relevant, or are out of service permanently.
- (11) Patrol Vehicles, (01) vehicle assigned to the Chief of Police, (05) vehicles assigned to Investigations, (03) vehicles assigned to Support Services, and (01) vehicle to be utilized by the VICE Unit.
- Continued maintenance of Police Department to include repaving of John Street Parking Lot(s) and waterproofing exterior.
- 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.
- Replacement of essential equipment, including radios, vests, riot gear, and weapons.
- Purchase latent evidence processing equipment to increase clearance rate. Page 319
- Purchase (02) drones to assist in searches and crime scene mapping.

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund		Dept. Head Mike West									
Dept #:	6121	Police Department		~ = Division by Zero							
Division:	6121	~		* = Change < \$500							
				Purple Cell-Finance Input							
							FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)		FY20-21 Adopted V. SUB % Δ Incr/(Decr)		FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request		FY21-22 Manager Recommend. 6/01/21		FY21-22 Adopted 06/18/21	
1210	Salaries & Wages Regular	\$ 5,253,572.94	\$ 5,373,442.99	\$ 5,373,442.99	\$ 4,936,942.61	\$ 5,450,479.01	1.43%	\$ 5,142,013.64	-4.31%	\$ 5,142,013.64	-4.31%
1220	Salaries & Wages Overtime	\$ 49,114.57	\$ 50,000.00	\$ 50,000.00	\$ 35,760.77	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
1224	Cell Phone Stipend	\$ 39,727.24	\$ 41,760.00	\$ 41,760.00	\$ 37,547.40	\$ 77,760.00	86.21%	\$ 38,880.00	-6.90%	\$ 38,880.00	-6.90%
1260	Salaries & Wages Part-Time	\$ 54,702.70	\$ 14,921.00	\$ 14,921.00	\$ 24,381.40	\$ -	*	\$ -	*	\$ -	*
1262	Salaries & Wages Perm. Part-Time	\$ 573.89	\$ -	\$ -	\$ 18,842.47	\$ 24,821.00	~	\$ 24,821.00	~	\$ 24,821.00	~
1271	Separation Pay	\$ 278,188.25	\$ 258,237.23	\$ 258,237.23	\$ 250,045.93	\$ 244,846.08	-5.19%	\$ 244,846.08	-5.19%	\$ 244,846.08	-5.19%
1272	Holiday Pay	\$ 126,101.68	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	0.00%	\$ 130,000.00	0.00%	\$ 130,000.00	0.00%
1274	Call Duty Pay	\$ 26,000.00	\$ 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	\$ 42,747.14	\$ -	\$ -	\$ 19,528.82	\$ -	*	\$ -	*	\$ -	*
1277	Clothing Allowance	\$ 15,945.70	\$ 19,200.00	\$ 19,200.00	\$ 16,450.00	\$ 19,200.00	0.00%	\$ 16,450.00	-14.32%	\$ 16,450.00	-14.32%
1278	Wellness Earnings	\$ 27,707.54	\$ -	\$ -	\$ 16,675.30	\$ 36,300.00	~	\$ 30,000.00	~	\$ 30,000.00	~
1280	Vacation Pay Out	\$ 31,638.56	\$ 33,513.00	\$ 33,513.00	\$ 43,710.42	\$ 27,424.00	-18.17%	\$ 27,424.00	-18.17%	\$ 27,424.00	-18.17%
1810	Social Security	\$ 439,049.91	\$ 454,951.18	\$ 454,951.18	\$ 425,025.21	\$ 465,642.50	2.35%	\$ 438,378.26	-3.64%	\$ 438,378.26	-3.64%
1820	LEOB-Retirement	\$ 495,531.73	\$ 592,205.36	\$ 592,205.36	\$ 682,807.60	\$ 684,938.41	15.66%	\$ 641,946.87	8.40%	\$ 641,946.87	8.40%
1821	NCLGERS-Retirement	\$ 43,341.20	\$ 47,593.76	\$ 47,593.76	\$ 50,123.76	\$ 55,523.97	16.66%	\$ 54,940.67	15.44%	\$ 54,940.67	15.44%
1822	401-K Retirement	\$ 272,910.88	\$ 294,329.46	\$ 294,329.46	\$ 298,561.80	\$ 299,432.22	1.73%	\$ 281,664.03	-4.30%	\$ 281,664.03	-4.30%
1830	Hospital Insurance	\$ 624,465.97	\$ 706,320.00	\$ 706,320.00	\$ 539,420.97	\$ 781,176.00	10.60%	\$ 703,704.00	-0.37%	\$ 703,704.00	-0.37%
1835	Group Term Life Insurance Coverage	\$ 2,794.59	\$ 4,617.36	\$ 4,617.36	\$ 4,617.36	\$ 4,617.36	0.00%	\$ 4,617.36	0.00%	\$ 4,617.36	0.00%
1850	Unemployment Compensation	\$ 2,159.08	\$ 2,522.00	\$ 2,522.00	\$ 2,266.00	\$ 2,335.00	-7.41%	\$ 2,335.00	-7.41%	\$ 2,335.00	-7.41%
1860	Worker's Compensation	\$ 103,563.61	\$ 25,939.00	\$ 25,939.00	\$ 99,072.83	\$ 78,000.00	200.71%	\$ 78,000.00	200.71%	\$ 78,000.00	200.71%
	Total Salaries & Benefits	\$ 7,929,837.18	\$ 8,075,552.34	\$ 8,075,552.34	\$ 7,657,780.64	\$ 8,458,495.55	4.74%	\$ 7,936,020.91	-1.73%	\$ 7,936,020.91	-1.73%
1932	Medical Exams	\$ 9,913.35	\$ 12,000.00	\$ 12,000.00	\$ 8,701.00	\$ 23,738.00	97.82%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
1991	Consultant Fees	\$ 17,080.66	\$ 15,000.00	\$ 20,000.00	\$ 19,955.00	\$ 20,000.00	33.33%	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%
2111	Cleaning Supplies	\$ 531.47	\$ 3,032.00	\$ 3,032.00	\$ 2,161.94	\$ 3,762.00	24.08%	\$ 3,032.00	0.00%	\$ 3,032.00	0.00%
2121	Uniforms	\$ 46,462.60	\$ 141,000.00	\$ 141,000.00	\$ 106,808.84	\$ 188,680.92	33.82%	\$ 90,000.00	-36.17%	\$ 90,000.00	-36.17%
2122	Clothing Allowance	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
2123	Protective Clothing	\$ 17,093.49	\$ 35,948.00	\$ 55,750.46	\$ 55,750.46	\$ 51,096.00	42.14%	\$ 40,775.00	13.43%	\$ 40,775.00	13.43%
2125	Shoes-Uniform	\$ 6,962.61	\$ 14,400.00	\$ 14,400.00	\$ 7,532.89	\$ 14,400.00	0.00%	\$ 9,000.00	-37.50%	\$ 9,000.00	-37.50%
2203	Employee Appreciation	\$ 1,758.18	\$ 1,808.00	\$ 1,808.00	\$ 1,627.94	\$ 1,936.00	7.08%	\$ 1,808.00	0.00%	\$ 1,808.00	0.00%
2321	Police Library	\$ 107.80	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 5,824.00	191.20%	\$ 1,300.00	-35.00%	\$ 1,300.00	-35.00%
2323	Other Training	\$ 7,051.64	\$ 23,486.00	\$ 23,486.00	\$ 18,819.51	\$ 109,830.70	367.64%	\$ 18,487.00	-21.29%	\$ 18,487.00	-21.29%
2501	Vehicle Operation/Maintenance	\$ 236,256.81	\$ 112,500.00	\$ 112,500.00	\$ 172,000.00	\$ 200,000.00	77.78%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 175,770.18	\$ 120,000.00	\$ 120,000.00	\$ 140,000.00	\$ 190,000.00	58.33%	\$ -	*	\$ -	*
2601	Office Supplies	\$ 11,666.92	\$ 9,675.00	\$ 9,675.00	\$ 9,675.00	\$ 75,914.00	684.64%	\$ 11,913.00	23.13%	\$ 11,913.00	23.13%
2916	Explorer Post 209	\$ 4,383.55	\$ 4,900.00	\$ 4,900.00	\$ 2,500.00	\$ 4,000.00	-18.37%	\$ 3,000.00	-38.78%	\$ 3,000.00	-38.78%
2918	Emergency Response Team	\$ 17,682.33	\$ 20,008.00	\$ 20,008.00	\$ 20,008.00	\$ 41,973.52	109.78%	\$ 17,008.00	-14.99%	\$ 17,008.00	-14.99%
2984	Vending Machine Supplies	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
2986	Tasers	\$ 8,275.00	\$ 15,300.00	\$ 22,273.00	\$ 22,273.00	\$ 22,911.00	49.75%	\$ 22,911.00	49.75%	\$ 22,911.00	49.75%
2987	Vehicle Equipment	\$ 106,182.84	\$ 88,203.00	\$ 83,203.00	\$ 50,000.00	\$ 391,843.00	344.25%	\$ 31,557.00	-64.22%	\$ 31,557.00	-64.22%
2993	Operational Supplies	\$ 110,729.39	\$ 120,661.00	\$ 113,688.00	\$ 106,447.05	\$ 237,265.49	96.64%	\$ 100,765.00	-16.49%	\$ 100,765.00	-16.49%
3121	Travel	\$ 25,670.22	\$ 22,563.00	\$ 22,563.00	\$ 9,958.56	\$ 61,824.00	174.01%	\$ 12,563.00	-44.32%	\$ 12,563.00	-44.32%
3130	Events Costs	\$ 4,941.11	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 26,868.37	168.68%	\$ 5,000.00	-50.00%	\$ 5,000.00	-50.00%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
3210	Telephone	\$ 1,799.76	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,860.00	3.33%	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
3250	Postage	\$ 1,039.89	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	0.00%	\$ -	*	\$ -	*
3310	Electricity	\$ 55,933.09	\$ 37,500.00	\$ 37,500.00	\$ 71,759.67	\$ 75,000.00	100.00%	\$ 72,000.00	92.00%	\$ 72,000.00	92.00%
3330	Natural Gas	\$ 11,549.02	\$ 7,500.00	\$ 7,500.00	\$ 14,895.97	\$ 15,000.00	100.00%	\$ 15,000.00	100.00%	\$ 15,000.00	100.00%
3410	Printing	\$ 1,190.60	\$ 2,344.00	\$ 2,344.00	\$ 2,344.00	\$ 2,624.00	11.95%	\$ 1,844.00	-21.33%	\$ 1,844.00	-21.33%
3421	Copy Machine Cost	\$ 9,915.06	\$ 20,500.00	\$ 20,500.00	\$ 20,500.00	\$ 22,480.00	9.66%	\$ 18,500.00	-9.76%	\$ 18,500.00	-9.76%
3510	Repairs (Insurance Claims)	\$ 4,416.39			\$ -	\$ -	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 51,879.23	\$ 36,250.00	\$ 43,909.31	\$ 20,000.00	\$ 52,276.00	44.21%	\$ 20,000.00	-44.83%	\$ 20,000.00	-44.83%
3521	Office Machine Maintenance	\$ 64,147.45	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 8,441.00	-91.56%	\$ 8,441.00	-91.56%	\$ 8,441.00	-91.56%
3522	Machine/Equipment Maintenance	\$ 228.57	\$ 750.00	\$ 750.00	\$ -	\$ 750.00	0.00%	\$ 750.00	0.00%	\$ 750.00	0.00%
3525	Police Car Camera Maintenance	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 6,000.00	100.00%	\$ 6,000.00	100.00%	\$ 6,000.00	100.00%
3591	Radio Maintenance	\$ 5,708.50	\$ 13,600.00	\$ 13,600.00	\$ 12,671.77	\$ 12,596.00	-7.38%	\$ 8,600.00	-36.76%	\$ 8,600.00	-36.76%
3705	Police ShotSpotter Fees	\$ 195,000.00	\$ 204,750.00	\$ 204,750.00	\$ 204,750.00	\$ 210,000.00	2.56%	\$ 210,000.00	2.56%	\$ 210,000.00	2.56%
3914	Contract Services	\$ 2,603.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3950	Education Reimbursement	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	\$ 4,000.00	-20.00%	\$ 4,000.00	-20.00%
3952	BLET/Non-Certified Employee Prog	\$ 11,741.73	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	\$ 20,000.00	0.00%	\$ 5,000.00	-75.00%	\$ 5,000.00	-75.00%
3953	Gangs Resist Education	\$ 918.81	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	0.00%	\$ 3,000.00	-25.00%	\$ 3,000.00	-25.00%
3995	VICE Operations	\$ 23,015.80	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 45,596.00	82.38%	\$ 25,000.00	0.00%	\$ 25,000.00	0.00%
4221	Software License Fees	\$ 13,008.00	\$ 15,664.00	\$ 15,664.00	\$ -	\$ 138,027.00	781.17%	\$ 138,027.00	781.17%	\$ 138,027.00	781.17%
4391	Equipment Rent				\$ 15,664.00	\$ -	*	\$ -	*	\$ -	*
4402	Heating & Air Conditioner Contract	\$ -	\$ 14,200.00	\$ 14,200.00	\$ 14,200.00	\$ 36,120.00	154.37%	\$ 36,120.00	154.37%	\$ 36,120.00	154.37%
4511	Multi-Peril Insurance	\$ 57,137.73	\$ 61,852.00	\$ 61,852.00	\$ 65,563.45	\$ 67,530.00	9.18%	\$ 67,530.00	9.18%	\$ 67,530.00	9.18%
4521	Auto Liability	\$ 17,484.00	\$ 18,358.00	\$ 18,358.00	\$ 19,121.87	\$ 19,696.00	7.29%	\$ 19,696.00	7.29%	\$ 19,696.00	7.29%
4541	Employee Personal Liability	\$ 547.00	\$ 547.00	\$ 547.00	\$ 480.68	\$ 495.00	*	\$ 495.00	*	\$ 495.00	*
4911	Subscriptions	\$ -	\$ 220.00	\$ 220.00	\$ -	\$ 220.00	*	\$ 220.00	*	\$ 220.00	*
4912	Fees & Dues	\$ 7,632.84	\$ 16,539.00	\$ 16,539.00	\$ 10,967.00	\$ 15,622.00	-5.54%	\$ 14,039.00	-15.12%	\$ 14,039.00	-15.12%
4990	Equipment Expense	\$ 110,158.41	\$ 27,900.00	\$ 27,900.00	\$ 27,900.00	\$ 20,825.34	-25.36%	\$ 19,825.00	-28.94%	\$ 19,825.00	-28.94%
9561	Office Supplies	\$ 458.69	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 150,000.00	~	\$ 150,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 140,000.00	~	\$ 140,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 1,200.00	~	\$ 1,200.00	~
	Total Operating Expenditures	\$ 1,457,233.72	\$ 1,412,958.00	\$ 1,440,419.77	\$ 1,400,037.60	\$ 2,455,225.34	73.76%	\$ 1,385,206.00	-1.96%	\$ 1,385,206.00	-1.96%
5157	Software Expense	\$ 3,700.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5401	Administrative Car	\$ 46,113.10	\$ 43,130.00	\$ 43,130.00	\$ -	\$ 314,483.00	629.15%	\$ 218,365.00	406.29%	\$ 218,365.00	406.29%
5404	Line Cars	\$ 172,454.05	\$ -	\$ 23,905.00	\$ 24,628.15	\$ 361,201.00	~	\$ -	*	\$ -	*
5462	Sports Utility Vehicle	\$ 28,717.10			\$ -	\$ -	*	\$ -	*	\$ -	*
5514	Moving Radar				\$ -	\$ 44,978.00	~	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ 6,817.98	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 96,550.00	1385.38%	\$ -	*	\$ -	*
5544	Refrigerator		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	*	\$ -	*	\$ -	*
5591	Portable Hand Held Radios				\$ -	\$ 92,169.00	~	\$ -	*	\$ -	*
5899	Police/Fire Expansion Construction	\$ 21.98			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 257,824.21	\$ 59,630.00	\$ 83,535.00	\$ 41,128.15	\$ 909,381.00	1425.04%	\$ 218,365.00	266.20%	\$ 218,365.00	266.20%

EXPENDITURE SHEET											
Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Police Department-~ Budget	\$ 9,644,895.11	\$ 9,548,140.34	\$ 9,599,507.11	\$ 9,098,946.39	\$ 11,823,101.89	23.83%	\$ 9,539,591.91	-0.09%	\$ 9,539,591.91	-0.09%

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Mike West	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Police Department - 6121		
Division:	~ - 6121		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		Salary for 121 Positions (108 sworn, 13 non-sworn)	\$ 4,936,942.61	\$ 5,450,479.01	\$ 5,142,013.64	\$ 5,142,013.64
1220	Salaries & Wages Overtime		Overtime for call back pay for officers; Federal Marshalls/ATF OT does reimburse a portion of the OT ~\$11K	\$ 35,760.77	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
1224	Cell Phone Stipend		108 employees X \$720 annual	\$ 37,547.40	\$ 77,760.00	\$ 38,880.00	\$ 38,880.00
1260	Salaries & Wages Part-Time		N/A	\$ 24,381.40	\$ -	\$ -	\$ -
1262	Salaries & Wages Perm. Part-Time		Custodian (position reclassified and increase of hours to 25 hours per week)	\$ 18,842.47	\$ 24,821.00	\$ 24,821.00	\$ 24,821.00
1271	Separation Pay		Separation pay for 21 personnel	\$ 250,045.93	\$ 244,846.08	\$ 244,846.08	\$ 244,846.08
1272	Holiday Pay		(13) Holidays x \$10,000 per Holiday	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00
1274	Call Duty Pay		On-Call Investigations (\$250.00 BW x 4 = \$1,000 BW x 26 PR)	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
1275	Salaries & Wages Bonus		121 employees x \$413.00	\$ 19,528.82		\$ -	\$ -
1277	Clothing Allowance		24 officers @ \$800.00 annually	\$ 16,450.00	\$ 19,200.00	\$ 16,450.00	\$ 16,450.00
1278	Wellness Earnings		121 employees x \$300 annually	\$ 16,675.30	\$ 36,300.00	\$ 30,000.00	\$ 30,000.00
1280	Vacation Pay Out		Estimated VPO for possible retirements: J. Beeken, L. Bethea, T. Chiero, A. Nail	\$ 43,710.42	\$ 27,424.00	\$ 27,424.00	\$ 27,424.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 425,025.21	\$ 465,642.50	\$ 438,378.26	\$ 438,378.26
1820	LEOB-Retirement		Sum of accounts 1210 - 1290 X 12.24% (Leo)	\$ 682,807.60	\$ 684,938.41	\$ 641,946.87	\$ 641,946.87
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo)	\$ 50,123.76	\$ 55,523.97	\$ 54,940.67	\$ 54,940.67
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 298,561.80	\$ 299,432.22	\$ 281,664.03	\$ 281,664.03
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 539,420.97	\$ 781,176.00	\$ 703,704.00	\$ 703,704.00
	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	\$ 4,617.36	\$ 4,617.36	\$ 4,617.36	\$ 4,617.36
1850	Unemployment Compensation		Provided by Finance	\$ 2,266.00	\$ 2,335.00	\$ 2,335.00	\$ 2,335.00
1860	Worker's Compensation		Provided by Finance	\$ 99,072.83	\$ 78,000.00	\$ 78,000.00	\$ 78,000.00
	Total Salaries & Benefits			\$ 7,657,780.64	\$ 8,458,495.55	\$ 7,936,020.91	\$ 7,936,020.91
1932	Medical Exams		Pre-Employment, Post-Conditional, and Critical Incident Appointments (Medical, Drug Screen, Psychological, Hepatitis B): 18 Hepatitis Shots x \$150 = \$2,700 18 Pre-hire/Post Conditional Exams (Officers) x \$680 = \$12,240 18 Eye Exams for (Gas Mask Lenses)18 x \$100 = \$1,800 18 Hepatitis B Series/A-titer x \$16 = \$288 127 TB Tests x \$5 = \$635 5 Critical Incident/Fitness for Duty Test x \$525 = \$2,625 6 Psychological Exams for ERT members x \$575 = \$3450	\$ 8,701.00	\$ 23,738.00	\$ 12,000.00	\$ 12,000.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
1991	Consultant Fees	Y	Assessment for anticipated Command Staff vacancy(s) and advisement fee for DMC/RED grant	\$ 19,955.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
2111	Cleaning Supplies		Supplies (disinfectants, trash bags, mops, etc.) necessary for cleaning of complex specific to PD needs. 10 Cases 60 gal Trash Can Liners x \$63 = \$630 10 Cases 5.5 gal Trash Can Liners x \$29 = \$290 Cleaning Duster Spray for Computers/Electronics = \$42 SaniZide+ Disinfectant Cleaner/Handwash/Sporicidin =\$2000 Shop towels, dish det., misc. clean, disinfect wipes = \$500 Mops, mop heads, broom, sponges = \$200 Isopropyl alcohol for sanitizing crime lab = \$100	\$ 2,161.94	\$ 3,762.00	\$ 3,032.00	\$ 3,032.00
2121	Uniforms		Uniforms for New Hires as well as replacements due to wear and damage, including sworn officers from all units as well as civilian uniformed personnel and the Crisis Negotiation Team. Increase in requested amount reflects increase in quotes from uniform vendors compounded for number of uniforms needed.	\$ 106,808.84	\$ 188,680.92	\$ 90,000.00	\$ 90,000.00
2122	Clothing Allowance		Changed to 1277			\$ -	\$ -
2123	Protective Clothing		Used for new and replacement bulletproof vests/carriers and Animal Control bite gloves. Capital program replacement of (25) bulletproof vests per FY for expirations. Grant funds replace approximately half of the cost/vest back into the General Fund. 18 New Hire Body Armor x \$1032 = \$18,576 25 Body Armor replacements x \$1032 = \$25,800 25 Body Armor Carrier replacements x \$264 = \$6,600 2 bite gloves for Animal Control x \$60 = 120	\$ 55,750.46	\$ 51,096.00	\$ 40,775.00	\$ 40,775.00
2125	Shoes-Uniform		Used to purchase shoes for new hires, all sworn personnel, plainclothes, Honor Guard, ERT Unit, SEU Unit, Bicycle Patrol Unit, Crime Scene, Police Equip. Maint. Worker, Senior Maint. Worker, and Animal Control Officer. (120x\$120)	\$ 7,532.89	\$ 14,400.00	\$ 9,000.00	\$ 9,000.00
2203	Employee Appreciation		121 employees x \$16.00	\$ 1,627.94	\$ 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.	\$ 1,000.00	\$ 5,824.00	\$ 1,300.00	\$ 1,300.00
2323	Other Training	Y	See schedule.	\$ 18,819.51	\$ 109,830.70	\$ 18,487.00	\$ 18,487.00
2501	Vehicle Operation/Maintenance			\$ 172,000.00	\$ 200,000.00	\$ -	

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike West		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2502	Vehicle Fuel			\$ 140,000.00	\$ 190,000.00	\$ -	
2601	Office Supplies		Ink, standard office supplies, bankers boxes, file folders, writing utensils, paper, and office furniture.	\$ 9,675.00	\$ 75,914.00	\$ 11,913.00	\$ 11,913.00
2916	Explorer Post 209		Vehicle rentals for out of area events, recruitment events and supplies, uniforms and supplies.	\$ 2,500.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00
2918	Emergency Response Team		Funding for uniforms, equipment, and operational needs of the ERT to continue activation of the Emergency Response Team and maintain 12 Operators (Vests, helmets, carriers, etc). Added funding for Crisis Negotiation Team equipment (Backpack, coms, cell phone = \$7663.82).	\$ 20,008.00	\$ 41,973.52	\$ 17,008.00	\$ 17,008.00
2984	Vending Machine Supplies		Purchase supplies for vending machines. \$125 pm x 12	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2986	Tasers		Year (4) of 5 year contract = \$8,913 Taser Supplies: cartridges, batteries, holsters, adapters, this includes annual required proprietary training materials (increase due to \$7k short in 20-21) = \$13,998	\$ 22,273.00	\$ 22,911.00	\$ 22,911.00	\$ 22,911.00
2987	Vehicle Equipment		Equipment for (4) 2021 Dodge Charger Patrol - \$81,796 Equipment for (7) 2022 Chevy Tahoe Patrol - \$153,074 Equipment for (2) 2021 Dodge Durango Admin - \$35,330 Equipment for (1) 2021 Dodge R/T Vice - \$9,710 Equipment for (3) 2021 Dodge Charger Admin - \$55,216 Equipment for (1) 2022 Chevy Tahoe Admin - \$21,867 Equipment for (3) 2021 Dodge RAM SSV Admin - \$32,850 Vehicle rails for ERT vehicle = \$2000	\$ 50,000.00	\$ 391,843.00	\$ 31,557.00	\$ 31,557.00
2993	Operational Supplies		Supply costs for crime scene/property/evidence, Animal Control, weapons, ammo, Equifax, K-9 supplies, bicycle patrol, officer awards, retirement ceremonies, and other operational supplies.	\$ 106,447.05	\$ 237,265.49	\$ 100,765.00	\$ 100,765.00
3121	Travel	Y	See schedule.	\$ 9,958.56	\$ 61,824.00	\$ 12,563.00	\$ 12,563.00
3130	Events Costs		Funds for participation in community events to build strong and meaningful police-community partnerships. Special Events - \$6,360 National Night Out - \$3,000 Police Activities League - \$6,100 Recruiting - \$5,558.37 GPAC - \$5,450 Chili Cook Off - \$400	\$ 5,000.00	\$ 26,868.37	\$ 5,000.00	\$ 5,000.00
3210	Telephone		Spectrum Monthly Service - \$150.00 x 12 = \$1,860.00	\$ 1,800.00	\$ 1,860.00	\$ 1,800.00	\$ 1,800.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike West		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Object of Expenditure	Sched?	Detailed Justification		Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3250 Postage				\$ 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)		\$ 71,759.67	\$ 75,000.00	\$ 72,000.00	\$ 72,000.00
3330 Natural Gas		\$1,250 pm x 12 months = \$15,000.00 (Increase due to new building/new on-demand system)		\$ 14,895.97	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
3410 Printing		Receipt books = \$924 Fingerprint cards = \$200 Victim/witness brochures, ShotSpotter door hangers, business cards for Investigations, GPAC/VCTF brochures = \$1500		\$ 2,344.00	\$ 2,624.00	\$ 1,844.00	\$ 1,844.00
3421 Copy Machine Cost		Lease and maintenance on 3 current copiers (I.T.) - \$14,500 Additional copier lease - \$2,500 Copy paper cost (100x\$32.50+\$2.50 inside delivery) - \$3,500 Staples: 20x\$99 (corner staples booklet) - \$1980		\$ 20,500.00	\$ 22,480.00	\$ 18,500.00	\$ 18,500.00
3510 Repairs (Insurance Claims)		N/A				\$ -	\$ -
3511 Building Maintenance		Pest Control, Carpet Cleaning, Fire Alarm Monitoring, Ceiling tiles in locker rooms, LED bulbs, Misc. Repairs to Public Safety Complex		\$ 20,000.00	\$ 52,276.00	\$ 20,000.00	\$ 20,000.00
3521 Office Machine Maintenance		Annual maintenace fees for machines/equipment in all PD divisions		\$ 100,000.00	\$ 8,441.00	\$ 8,441.00	\$ 8,441.00
3522 Machine/Equipment Maintenance		Repairs of machines/equipment not covered by contracts to include photographic equipment, projectors, vacuum cleaners, lawn mowers, and edgers.		\$ -	\$ 750.00	\$ 750.00	\$ 750.00
3525 Police Car Camera Maintenance		Police in-car camera maintenance and repairs. The funds are for items damaged by wreck or accessories as needed.		\$ 2,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
3591 Radio Maintenance		Portable radio repairs, parts, radar certifications, and LIDAR certifications. Portable Radio Repairs \$812 bench fee per repair x 8 = \$6,496 RadioParts = \$3000 Radar Certifications (25 current + 20 new x \$50) = \$2,250 LIDAR Ceritifications (10 x \$85) = \$850		\$ 12,671.77	\$ 12,596.00	\$ 8,600.00	\$ 8,600.00
3705 Police ShotSpotter Fees		Annual Contract - 5% increase		\$ 204,750.00	\$ 210,000.00	\$ 210,000.00	\$ 210,000.00
3914 Contract Services	Y	See schedule.		\$ -	\$ -	\$ -	\$ -
3950 Education Reimbursement		Reimbursement for (4) officers x \$2,500 each		\$ -	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00
3952 BLET/Non-Certified Employee Prog		Basic Law Enforcement Training for 4 x \$5,000 per trainee		\$ 5,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike West		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3953	Gangs Resist Education		Shirts, awards, motivational teaching aids for curriculum and summer camps.	\$ 2,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00
3995	VICE Operations		Operations of the VICE Unit for patrol and drug enforcement.	\$ 25,000.00	\$ 45,596.00	\$ 25,000.00	\$ 25,000.00
4221	Software License Fees		Annual service maintenace for software fees in all PD divisions: One Solution RMS Fee = \$6,760 GTAC Licensing and Maintenance (In-Car/BWC) = \$19,726 PadTrax (Property/Evidence Inventory System) = \$10,663 Leads Online PowerPlus Investigation System = \$14,495 Tsunami Cameras- Annual Lease/Data Plan = \$41,310 North Carolina SBI for network database access = \$20,292.00	\$ -	\$ 138,027.00	\$ 138,027.00	\$ 138,027.00
4391	Equipment Rent		Moved to 4221 - 20-21 fees for NC SBI database access	\$ 15,664.00	\$ -	\$ -	\$ -
4402	Heating & Air Conditioner Contract		Service contract for heating and air: Siemens BAS Controls = \$16,800 Siemens HVAC contract = \$ 18,720 Southeastern Laboratories, Inc. protective agrrement for HVAC water systems = \$600	\$ 14,200.00	\$ 36,120.00	\$ 36,120.00	\$ 36,120.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 65,563.45	\$ 67,530.00	\$ 67,530.00	\$ 67,530.00
4521	Auto Liability		Provided by Finance	\$ 19,121.87	\$ 19,696.00	\$ 19,696.00	\$ 19,696.00
4541	Employee Personal Liability		Provided by Finance	\$ 480.68	\$ 495.00	\$ 495.00	\$ 495.00
4911	Subscriptions	Y	See schedule.	\$ -	\$ 220.00	\$ 220.00	\$ 220.00
4912	Fees & Dues	Y	See schedule.	\$ 10,967.00	\$ 15,622.00	\$ 14,039.00	\$ 14,039.00
4990	Equipment Expense		Includes equipment expenses not assigned to current line items, including new items: Capital program replacement - (25) Portable Radios and accessories = \$92,169 moved to capital Capital program replacement - (20) Radar units for traffic enforcement = \$44,978 moved to capital Acoustical Wall Panels for 2 Interview Rooms and IA Office = \$13,560	\$ 27,900.00	\$ 20,825.34	\$ 19,825.00	\$ 19,825.00
9561	Office Supplies		Office Supplies to include City envelopes, mailing labels, stationary, and calendars.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
2501A	Fleet Charges Internal Use Only!		Operation and maintenance of fleet of 115 vehicles.			\$ 150,000.00	\$ 150,000.00
2502A	Vehicle Fuel-Internal Charges		Fuel for vehicle fleet. Exceeded budgeted amount in FY 20-21 and anticipated rise in fuel prices.			\$ 140,000.00	\$ 140,000.00
3250A	Postage-Internal Charges only!		\$100.00 per month x 12 months = \$1,200.00			\$ 1,200.00	\$ 1,200.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike West		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Police Department - 6121					
Division:		~ - 6121					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
Total Operating Expenditures				\$ 1,400,037.60	\$ 2,455,225.34	\$ 1,385,206.00	\$ 1,385,206.00
5157	Software Expense				\$ -	\$ -	\$ -
5401	Administrative Car		(3) 2021 Dodge Chargers R/T V8 (1) 2021 Dodge Charger R/T (2) 2021 Dodge Durangos (3) 2021 Dodge Ram CC SSV (1) 2022 Chevy Tahoe PPV	\$ -	\$ 314,483.00	\$ 218,365.00	\$ 218,365.00
5404	Line Cars		(7) 2022 Chevrolet Tahoes PPV (4) 2021 Dodge Chargers R/T V8	\$ 24,628.15	\$ 361,201.00	\$ -	\$ -
5462	Sports Utility Vehicle				\$ -	\$ -	\$ -
5514	Moving Radar		20 Radar units for Traffic Enforcement		\$ 44,978.00	\$ -	\$ -
5527	Miscellaneous Equipment		(2) Drones for UAV Program - \$38,400 Latent Expert Workstation - Crime Scene Unit - \$40,900.00 Mini Crime Scope - \$11,250 Polygraph Machine - \$6,000	\$ 6,500.00	\$ 96,550.00	\$ -	\$ -
5544	Refrigerator		Victory Refrigerator/Freezer for Crime Scene Unit	\$ 10,000.00	\$ -	\$ -	\$ -
5591	Portable Hand Held Radios		25 New Portable Radios and Accessories		\$ 92,169.00	\$ -	\$ -
5899	Police/Fire Expansion Construction				\$ -	\$ -	\$ -
Total Capital Outlay				\$ 41,128.15	\$ 909,381.00	\$ 218,365.00	\$ 218,365.00
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Police Department-~ Budget				\$ 9,098,946.39	\$ 11,823,101.89	\$ 9,539,591.91	\$ 9,539,591.91

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
Fund:		11-General Fund Dept. Head-Mike West															
Dept #:		Police Department - 6121															
Division:		~ - 6121															
Current Asset Information										Replacement Asset Information							
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5401	A1054-11	2006 Ford Taurus	\$ 12,749.34	112,106	\$ 800.00	\$ 495.18	\$ 282.08	\$ 889.82	N	5	2021 Dodge Charger RWD V8	End of Service Life	\$ 26,448.00	\$ -	\$ -	N
2	5401	A903-13	2001 Chevy Malibu	\$ 13,771.68	83,721	\$ 600.00	\$ 174.54	\$ 12.53	\$ 25.67	N	6	2021 Dodge Charger RWD V8	End of Service Life	\$ 26,448.00	\$ -	\$ -	N
3	5401	B1180	2007 Chevy Tahoe	\$ -	190,388	\$ 4,500.00	\$ 1,837.50	\$ 760.71	\$ 293.08	N	2	2021 Dodge Durango AWD	End of Servcie Life	\$ 33,437.00	\$ 53,437.00	\$ 53,437.00	Y
4	5401	B1284	2005 Ford Explorer	\$ -	168,934	\$ 1,500.00	\$ 1,595.88	\$ 1,087.33	\$ 1,302.24	N	3	2021 Dodge Durango AWD	End of Service Life	\$ 33,437.00	\$ 53,437.00	\$ 53,437.00	Y
5	5401	A898-10	2001 Chevy Malibu	\$ 13,771.68	64,931	\$ 600.00	\$ 180.26	\$ 105.48	\$ 569.65	N	7	2021 Dodge Charger RWD V8	End of Service Life	\$ 26,448.00	\$ -	\$ -	N
6	5401	B1077	2007 Ford Expedition	\$ 23,110.42	109,059	\$ 4,200.00	\$ 969.19	\$ 1,184.00	\$ 2,420.70	N	4	2021 Dodge Charger R/T RWD	End of Service Life	\$ 35,004.00	\$ 55,004.00	\$ 55,004.00	Y
7	5401	B1374	2018 Chevy Tahoe	\$ 33,397.85	58,503	\$ 3,500.00	\$ 1,732.14	\$ 3,341.89	\$ 2,857.43	N	1	2022 Chevy Tahoe PPV 2WD	Total Loss	\$ 36,487.00	\$ 56,487.00	\$ 56,487.00	Y
8																	N
9	5404	A1160-34	2010 Dodge Charger	\$ 22,141.36	209,747	\$ 1,700.00	\$ 3,437.85	\$ 3,499.14	\$ 3,280.84	N	8	2022 Chevy Tahoe PPV 2WD	End of Service Life	\$ 36,487.00	\$ -	\$ -	N
10	5404	A1099-84	2008 Dodge Charger	\$ 21,313.79	160,054	\$ 1,000.00	\$ 5,734.66	\$ 3,719.89	\$ 12.53	N	9	2022 Chevy Tahoe PPV 2WD	End of Service Life	\$ 36,487.00	\$ -	\$ -	N
11	5404	A1101-83	2008 Dodge Charger	\$ 21,313.79	156,344	\$ 1,000.00	\$ 3,726.84	\$ 5,375.34	\$ 2,098.95	N	10	2022 Chevy Tahoe PPV 2WD	End of Service Life	\$ 36,487.00	\$ -	\$ -	N
12	5404	A1116-64	2009 Dodge Charger	\$ 21,641.33	150,419	\$ 1,200.00	\$ 3,928.16	\$ 4,853.60	\$ 2,493.15	N	11	2022 Chevy Tahoe PPV 2WD	End of Service Life	\$ 36,487.00	\$ -	\$ -	N
13	5404	A1100-82	2008 Dodge Charger	\$ 21,313.79	149,219	\$ 1,000.00	\$ 4,385.92	\$ 3,602.17	\$ 3,254.69	N	12	2022 Chevy Tahoe PPV 2WD	End of Service Life	\$ 36,487.00	\$ -	\$ -	N
14	5404	A1245	2014 Chevy Caprice	\$ 27,455.10	138,168	\$ 500.00				N	16	2022 Chevy Tahoe PPV 2WD	Total Loss	\$ 36,487.00	\$ -	\$ -	N
15	5404	A1260-73	2014 Chevy Caprice	\$ 27,455.10	120,000	\$ 3,500.00	\$ 2,101.11	\$ 1,575.14	\$ 3,416.48	N	17	2022 Chevy Tahoe PPV 2WD	End of Service Life	\$ 36,487.00	\$ -	\$ -	N
16	5404	A1210-54	2013 Chevy Caprice	\$ 27,180.93	140,606	\$ 3,000.00	\$ 1,881.80	\$ 3,124.58	\$ 2,931.52	N	18	2021 Dodge Charger RWD V8	End of Service Life	\$ 26,448.00	\$ -	\$ -	N
17	5404	A1220-59	2013 Chevy Caprice	\$ 27,180.93	150,297	\$ 2,500.00	\$ 3,568.97	\$ 2,716.94	\$ 2,515.39	N	19	2021 Dodge Charger RWD V8	End of Service Life	\$ 26,448.00	\$ -	\$ -	N
18	5404	A1208-55	2013 Chevy Caprice	\$ 27,180.93	136,696	\$ 3,000.00	\$ 2,793.92	\$ 1,733.64	\$ 1,665.45	N	23	2021 Dodge Charger RWD V8	End of Service Life	\$ 26,448.00	\$ -	\$ -	N
19	5404	A1158	2010 Dodge Charger	\$ 22,141.36	138,168	\$ 800.00				N	24	2021 Dodge Charger RWD V8	Total Loss	\$ 26,448.00	\$ -	\$ -	N
20	5401	B1121	2009 Ford Escape	\$ 20,116.00	71,119	\$ 8,100.00	\$ 1,426.51	\$ 1,666.40	\$ 741.58	N	20	2021 Dodge RAM CC SSV	Vehicle not useable, will reassign	\$ 32,258.00	\$ -	\$ -	N
21	5401	B1419	2019 Ford Escape	\$ 19,369.77	20,500	\$ 17,500.00	\$ -	\$ 47.77	\$ 464.51	N	21	2021 Dodge RAM CC SSV	Vehicle not useable, will reassign	\$ 32,258.00	\$ -	\$ -	N
22	5401	B1420	2019 Ford Escape	\$ 19,369.77	13,345	\$ 17,500.00	\$ -	\$ 72.84	\$ 56.10	N	22	2021 Dodge RAM CC SSV	Vehicle not useable, will reassign	\$ 32,258.00	\$ -	\$ -	N
23																	N
24	5527	N/A	Polygraph Machine	\$ 5,885.00	17 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
25	5527	N/A	Addition	N/A	N/A	N/A				N	25	Latent Expert Workstation, Digital Camera	Improve the ability to capture, process, and manage evidence images.	\$ 40,900.00	\$ -	\$ -	N
26	5527	N/A	Addition	N/A	N/A	N/A				N	14	Drone	New request - implement Unmanned Aircraft System program to support Department operations	\$ 19,200.00	\$ -	\$ -	N
27	5527	N/A	Addition	N/A	N/A	N/A				N	15	Drone	New request - implement Unmanned Aircraft System program to support Department operations	\$ 19,200.00	\$ -	\$ -	N
28	5527	N/A	Addition	N/A	N/A	N/A				N	13	Mini Crime Scope	Alternate Light Source for detection and visualtization of biological evidence	\$ 11,250.00	\$ -	\$ -	N
29	5591	N/A	Addition	N/A	N/A	N/A						Portable Radios	25 New Portable Radios and Accessories	\$ 92,169.00	\$ -	\$ -	N
30	5514		Addition	N/A	N/A	N/A						Radar Units	20 Radar Units for Traffic Enforcement	\$ 44,978.00	\$ -	\$ -	N
Total Capital Outlay Request				\$ 427,859.92		\$ 78,000.00	\$ 39,970.43	\$ 38,761.47	\$ 31,289.78					\$ 909,381.00	\$ 218,365.00	\$ 218,365.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Assessment for anticipated Command Staff vacancy(s)	\$ 15,955.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	
2	Advisement fee for anticipated consulting for DMC/RED grant	\$ 4,000.00				
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 1991 Consultant Fees	\$ 19,955.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	One Solution Conference - Support Services - 3 people	\$ -	\$ 1,646.70	\$ 1,646.70	\$ 1,646.70	
2	NC Internal Affairs Conference - Registration for IA Sgt	\$ -	\$ -	\$ -	\$ -	
3	CALEA Conference Registration (2x\$715 = 1430)	\$ -	\$ 1,430.00			
4	Power DMS Entrust Conferenc Registration (1x\$900 = \$900) - CALEA	\$ -	\$ 900.00			
5	Intoxilyzer Recertification (20 emp x 1 day)	\$ -	\$ 320.00	\$ 320.00	\$ 320.00	
6	Children's Advocacy Conference (1 registration - Invest.)	\$ -	\$ 25.00			
7	Intoxilyzer Initial (20 emp x 4 days)	\$ -	\$ 1,280.00	\$ 512.00	\$ 512.00	
8	Polygraph Examiners Training (1 Invest. - tuition, reg.)	\$ -	\$ 6,100.00			
9	Police Management Development (1 Officer)	\$ -	\$ 500.00			
10	AOMP (Tuition for 2 positions; \$6103.20x2= 12,207))	\$ -	\$ 12,207.00			
11	Criminal Justice Instructor's Training (2 pp/10 days)	\$ -	\$ 556.00			
12	Emergency Response Training	\$ 148.34	\$ 2,000.00			
13	FBI Hostage Negotiator Training (1 pp - 5 nts)	\$ -	\$ -	\$ -	\$ -	
14	Law Enforcement Management Institute (6 officers/27 days)	\$ -	\$ 2,688.00	\$ 672.00	\$ 672.00	
15	Crime Analysis Advanced Technology	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	
16	Shotgun Amorer's School (3 pp - 2 days)	\$ -	\$ 1,713.00			
17	AR Platform Armorers Course (3 pp - 2 days)	\$ -	\$ 1,713.00			
18	Police Law Institute (12 officers - 10 days = \$378ea.)	\$ 756.00	\$ 4,536.00	\$ 756.00	\$ 756.00	
19	FTO Instructor/Advanced Training (8 officers - 5 days = \$80ea.)	\$ -	\$ 640.00			
20	Crowd Control/Cold Case/Drug Enforce/DOJ Workshops	\$ -	\$ 3,000.00			
21	FBI Academy (1 officer)	\$ -	\$ 1,000.00			
22	Specialized Firearms Instructor Training (3 pp - 10 days)	\$ -	\$ 1,530.00			
23	Glock Instructor Workshop (2 pp - 5 days)	\$ -	\$ 2,210.00			
24	Promotional Assessments (1 assessment @ \$950 x 5)	\$ 350.52	\$ 4,850.00			
25	Glock Adv. Armorers Course (3 officers)	\$ 2,027.00	\$ 2,027.00			
26	Misc. Training - Administration/Training Office	\$ 1,828.17	\$ 4,000.00			
27	Drug Diversion Investigator Training (NADDI)	\$ 254.00	\$ 254.00	\$ 254.00	\$ 254.00	
28	OCEDTF US Attorney's Conference (4 people)	\$ -	\$ -	\$ -	\$ -	
29	CJIN/DCI Mobile Data Terminal Certifications - New Officers	\$ 128.00	\$ 416.00	\$ 128.00	\$ 128.00	
30	Advanced Roadside Impairment (4 pp x 2 days x 16)	\$ 32.00	\$ 128.00			

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
31	Grade Crossing Collision Investigation (12 officers x 3 days)	\$ -	\$ 360.00			
32	Preliminary Criminal Investigations (4 pp - 3 days)	\$ -	\$ 320.00			
33	Death & Crime Scene Management - 1st responders (2 pp)	\$ -	\$ 32.00			
34	DWI Detection Testing (14 Officers - 4 days)	\$ 64.00	\$ 896.00	\$ 320.00	\$ 320.00	
35	First Line Supervision (18 officers x 5 days x \$16)	\$ 240.00	\$ 1,440.00	\$ 640.00	\$ 640.00	
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)	\$ 370.78	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00	
38	Basic K-9 School (1 person - 22 days)	\$ 882.70	\$ 4,922.00	\$ 2,811.30	\$ 2,811.30	
39	K-9 Conference (4 pp - 4 days)	\$ 1,180.00	\$ 3,900.00			
40	Radar Operator Certification (8 pp/x5 days= \$1000)	\$ -	\$ 1,000.00			
41	Drug Enforcement - Patrol Officers (8 officers x 3 days)	\$ 96.00	\$ 384.00			
42	Interview & Interrogation School (6 officers x 5 days)	\$ 160.00	\$ 480.00	\$ 160.00	\$ 160.00	
43	Mandated Radar Recertification (8pplx2days = \$616)	\$ 408.00	\$ 616.00	\$ 408.00	\$ 408.00	
44	Traffic Enforcement & Investigative Training	\$ -	\$ 1,792.00			
45	Death Investigation - Laboratory Analysis (2 pp x 5 days)	\$ -	\$ -	\$ -	\$ -	
46	Advanced Interview & Interrogation (1 pp x 5 days)	\$ -	\$ 487.00	\$ 487.00	\$ 487.00	
47	Community Oriented Policing (5x\$466=\$2330)	\$ 1,000.00	\$ 2,330.00			
48	NC Child Abuse Intervention Training (1 pp x 3 days)	\$ -	\$ 823.00			
49	School Resource Officer Training (1 pp x 5 days)	\$ -	\$ 690.00	\$ 690.00	\$ 690.00	
50	Annual Drug Recognition Expert Training	\$ 359.00	\$ 359.00	\$ 359.00	\$ 359.00	
51	NCJA Crime Scene Inv. Training/Seminar (4 x \$1344 = \$5376)	\$ 1,344.00	\$ 5,376.00	\$ 1,344.00	\$ 1,344.00	
52	IAI Certification Prep, Testing & Materials (4 officers)	\$ -	\$ 5,630.00			
53	Crime Prevention (2 pp x 5 days)	\$ -	\$ 200.00			
54	Fingerprint Classification Sirchie (1 person x 5 days)	\$ -	\$ 1,007.00			
55	Evidence Collection Accelerated Training (1 person - 5 days)	\$ -	\$ 750.00			
56	Sexual Assault Investigation (2 officers x 6 days)	\$ -	\$ 192.00	\$ 80.00	\$ 80.00	
57	Child Death Investigation (5 person x 1 day = 5x\$16 = \$80)	\$ 16.00	\$ 80.00	\$ 48.00	\$ 48.00	
58	GREAT Training (1 person x 1 day)	\$ 3,660.00	\$ 1,830.00	\$ 1,830.00	\$ 1,830.00	
59	Cellebrite Certified Operator Training (2 people)	\$ 1,990.00	\$ 3,980.00	\$ 1,990.00	\$ 1,990.00	
60	Cellebrite Certified Operator Recertification (2 ppl)	\$ -	\$ 578.00	\$ 289.00	\$ 289.00	
61	IPMBA Police Cyclist Course (5 ppl - 5 days)	\$ 1,525.00	\$ 1,525.00	\$ 610.00	\$ 610.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
62	Crisis Negotiator School (\$750x2=\$1500)	\$ -	\$ 1,500.00	\$ 750.00	\$ 750.00	
63	Street Cop Training (4pplx5 days)	\$ -	\$ 4,600.00	\$ 2,300.00	\$ 2,300.00	
64	Fugitive Apprehension (1x 5days) SEU	\$ -	\$ 150.00	\$ 150.00	\$ 150.00	
65	Per CM cut 5/21/21			\$ (5,000.00)	\$ (5,000.00)	
	Total - 2323 Other Training	\$ 18,819.51	\$ 109,830.70	\$ 18,487.00	\$ 18,487.00	

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	One Solution Conference (3x\$1704)	\$ -	\$ 5,112.00	\$ 5,112.00	\$ 5,112.00	
2	NC Internal Affairs Conference - (2x\$1490 = \$2980)	\$ -	\$ 2,980.00			
3	NC Assn for Property & Evidence (2 emp - 3 days x 2)	\$ -	\$ 2,650.00	\$ 1,325.00	\$ 1,325.00	
4	International Assn of Identification Conference (2ppl)	\$ -	\$ 3,794.00			
5	NCLE Women's Association (2 emp - 5 days)	\$ -	\$ 1,750.00	\$ 875.00	\$ 875.00	
6	NC Crime Prevention Conf (3 emp - 4 days - bi-annual x 2)	\$ -	\$ 1,500.00			
7	NCLE Officer's Association (1 emp - 4 days)	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	
8	NC Narcotics Enforcement Officer's Training (4 emp - 4 days)	\$ 98.56	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
9	NC Assn of Chiefs of Police (2 emp x3 daysx2)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
10	DCI Seminars/TAC Meeting (2 emp - quarterly)	\$ 264.00	\$ 528.00	\$ 528.00	\$ 528.00	
11	NC Juvenile Officers's Association (1 emp - 5 days - Invest)	\$ -	\$ 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)	\$ 1,250.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
14	G.R.E.A.T. State Conference (1 emp - 4 days)	\$ -	\$ 500.00			
15	G.R.E.A.T. National Conference (1 emp - 4 days)	\$ -	\$ 1,862.00			
16	Firearms Instructor Conference (4 emp - 3 days)	\$ -	\$ 600.00			
17	U.S. Police Canine Assn. Field Trials (4 emp - 4 days x 2)	\$ 1,844.24	\$ 300.00			
18	Narcotics & Tracking Trials (4 emp)	\$ 500.00	\$ 500.00			
19	Administrative Officers Mgmt Prog. Conf. (2 emp - 4 days)	\$ -	\$ 750.00			
20	Crime Prevention Fairs (2 emp - 4 days)	\$ -	\$ 900.00			
21	School Director's Conference (2 emp - 4 days)	\$ -	\$ 411.00	\$ 411.00	\$ 411.00	
22	NC Polygraph Assn. Conference Assn. (1 emp - 2 days)	\$ -	\$ 180.00			
23	International Assn of Arson Investigators (1 emp - 5 days)	\$ -	\$ 500.00			
24	NC Community Watch Assn. (2 emp x \$6 x 8 times)	\$ 48.00	\$ 48.00	\$ 48.00	\$ 48.00	
25	NCLE Planners & Analysts Assn Trng Conf (2 emp - 4 days x 2)	\$ -	\$ 3,920.00	\$ 1,960.00	\$ 1,960.00	
26	NC Gang Investigators Assn. (4 emp - 3 days)	\$ -	\$ 1,700.00			
27	NC International Assn for Identification (2 emp - 4 days)	\$ -	\$ 704.00			
28	NC Homicide Invest. Assn Conference (3 emp - 3 days)	\$ -	\$ 1,232.00			
29	Crime Stoppers Police Coord. State Conf (1 emp - 5 days)	\$ 320.00	\$ 320.00	\$ 320.00	\$ 320.00	
30	National Police Officers Memorial Week (4 Hon Grd - 4 days)	\$ -	\$ 1,294.00	\$ 1,294.00	\$ 1,294.00	
31	Investigations (Misc. out of town expenses)	\$ 993.10	\$ 400.00			

SUPPORTING SCHEDULE

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

Fiscal Year FY21-22
Dept. Head-Mike West

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
32	Organized Crime Drug Enforce. Task Force (5 emp - 4 days)	\$ -	\$ 2,765.00			
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)	\$ 1,064.00	\$ 1,064.00	\$ 1,064.00	\$ 1,064.00	
35	CALEA Conference (2 emp - 5 days)	\$ -	\$ 2,570.00			
36	NCLEAN Conference (2 emp - 3 days - CALEA)	\$ -	\$ 1,086.00	\$ 1,086.00	\$ 1,086.00	
37	NCLEAN Meetings (1 emp - 5 per year - CALEA)	\$ -	\$ 545.00			
38	NCLEPAA Conference (1 emp - 5 days - CALEA) - DELETE	\$ -	\$ -	\$ -	\$ -	
39	Power DMS Entrust Conf. (1 emp - 4 days - CALEA)	\$ -	\$ 1,240.00			
40	CALEA On-site Accreditation Visist - CALEA assessors (Quadrenially)	\$ -	\$ -	\$ -	\$ -	
41	Human Relations Awards Banquet/DGDC/Leadership Events	\$ -	\$ 275.00			
42	Expenses for out of town applicants/assessors	\$ 300.00	\$ 300.00			
43	Misc. Vehicle Rentals - Training/Meetings	\$ 276.66	\$ 1,400.00	\$ 312.00	\$ 312.00	
44	International Conf. of Police Chaplains - (1 chaplain - 4 days)	\$ -	\$ 433.00			
45	Children's Advocacy Conference (1 emp - 3 days - Invest)	\$ -	\$ 733.00			
46	Polygraph Examiners Training (1 emp - Inv. - 51 days)	\$ -	\$ 5,610.00			
47	Per CM cut 5/21/21			\$ (10,000.00)	\$ (10,000.00)	
48						
49						
	Total - 3121 Travel	\$ 9,958.56	\$ 61,824.00	\$ 12,563.00	\$ 12,563.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Search and Seizue Bulletin	\$ -	\$ 90.00	\$ 90.00	\$ 90.00	
2	BRB Publications - Online Records Research System	\$ -	\$ 130.00	\$ 130.00	\$ 130.00	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 4911 Subscriptions	\$ -	\$ 220.00	\$ 220.00	\$ 220.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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 (\$100) & Conference Registration (\$225)	\$ 100.00	\$ 550.00	\$ 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 2x\$25= \$50) & Conf. Registration (2x\$150 = \$300) - M. Davis & M. Mitchell	\$ 50.00	\$ 350.00	\$ 200.00	\$ 200.00	
5	NC Crime Prevention Officers Association (Dues & Conference Reg. for 3 Cpl.)	\$ -	\$ 650.00	\$ 300.00	\$ 300.00	
6	NC Law Enforcment Officers Association (Dues \$35 & Conference Registration for 1 Captain \$40)	\$ 35.00	\$ 75.00	\$ 75.00	\$ 75.00	
7	NC Narcotics Enforcement Officers Associaton (Dues 5x\$35= \$175 & Conference Registration 4x\$225= \$900) for 4 VICE Officers)	\$ 175.00	\$1,075	\$ 1,075.00	\$ 1,075.00	
8	Organized Crime Drug Enforcement Task Force (Registration for 4 Vice Officers 4x\$290 = \$1160 and 1 ATF Task Force \$290)	\$ -	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	
9	DCI Seminar - Dues & Conference for 2 TAC	\$ -	\$ 195.00	\$ 195.00	\$ 195.00	
10	NC Law Enforcement Training Officers Association (Dues (2x\$25=\$50) & Conference Registration (2x\$75 = \$125)	\$ -	\$175	\$ 175.00	\$ 175.00	
11	NC School Directors Conference - K. Rabun	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	
12	NC Firearms Instructors Conference (Conference Registration for 4x\$175=\$700)	\$ -	\$ 700.00			
13	PAID National Tactical Officers Association - Dues ERT for Team Membership	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	
14	NC Association of Chiefs of Police (Dues for Chief (\$150) & 3 Majors (3x\$100 = \$300)/Conference Registration for 2x\$175 = \$350)	\$ 450.00	\$ 800.00	\$ 800.00	\$ 800.00	
15	PAID NC Police Executives Association (Dept. Dues (\$250 per agency) & Conference Registration for 2x\$165 = \$330)	\$ 250.00	\$ 580.00	\$ 580.00	\$ 580.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
16	PAID International Association of Chiefs of Police (Dues Chief & 3 Majors \$190x4 = 760)	\$ 380.00	\$ 760.00	\$ 760.00	\$ 760.00	
17	PAID National Association of Chiefs of Police (Dues for Chief)	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	
18	NC Gang Investigator's Association (Dues (4x\$40=\$160) & Conference Registration (4x\$250= 1000) for 4 Investigators)	\$ 160.00	\$ 1,160.00	\$ 1,160.00	\$ 1,160.00	
19	NC Community Watch Association (Dues for 3 CP Cpl) \$47/agency for National	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	
20	G.R.E.A.T. National Association (Dues & Conference Registration for G.R.E.A.T. Officer)	\$ -	\$ 160.00	\$ 160.00	\$ 160.00	
21	NC Juvenile Officers Association (Dues \$30 & Conference Registration = \$100, for Juvenile Investigator)	\$ 30.00	\$ 130.00	\$ 130.00	\$ 130.00	
22	Administrative Officers Management Program (Alumni Association Dues for Chief & 5 others \$35x6= \$210, & Conference Registration for 2)	\$ 210.00	\$ 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	
24	International Association of Arson Investigators (Dues = \$75 for Arson Investigator)	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	
25	NC Homicide Investigators Association (Dues 4x\$20 = 80 & Conference Registration for 4 free through NCJA)	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	
26	NC Association of School Resource Officers (Dues for 4 (\$0) & Conference Registration for 3x\$275 = \$825)	\$ 825.00	\$ 825.00	\$ 825.00	\$ 825.00	
27	NHTSA Child Passenger Safety Technician (Class Registration for 6x\$95 = \$570)	\$ 570.00	\$ 570.00	\$ 570.00	\$ 570.00	
28	International Society of Crime Prevention (Dues for 3x \$35 = \$105)	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	
29	NC International Association Property & Evidence (Dues for 4 x\$35 = \$140 and Conference Registration for Spring & Fall for 2 each = 4x\$40 = \$160)	\$ 140.00	\$ 300.00	\$ 300.00	\$ 300.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
30	International Association of Identification (Dues for 4 (\$80x4 = \$320) and Conference Registration for 2 (\$395x2 = \$790)) - CSU	\$ 320.00	\$ 1,110.00	\$ 1,110.00	\$ 1,110.00	
31	NC Division Association of Identification (Dues for 4 (\$35x4 = \$140) and Conference Registration for 2x\$140 = \$280) - CSU	\$ 140.00	\$ 420.00	\$ 420.00	\$ 420.00	
32	NCLEAN (Dues (\$35x2 = \$70) and Conference Registration (\$50x2 = \$100) for 2) - CALEA	\$ 70.00	\$ 170.00	\$ 170.00	\$ 170.00	
33	NCLEPAA (Dues (\$45x4 = 180) for 4 and Conference Registration (\$80x4 = \$320) for 4)	\$ 180.00	\$ 500.00	\$ 500.00	\$ 500.00	
34	International Conference of Police Chaplains (Dues (\$125) and Conference Registration for Chaplain = \$250) - Ops	\$ 125.00	\$ 375.00	\$ 375.00	\$ 375.00	
35	Miscellaneous dues (ACPnet, CALEA, Sam's club)	\$ 5,865.00		\$ 2,342.00	\$ 2,342.00	
36	Per CM cut 5/21/21			\$ (2,500.00)	\$ (2,500.00)	
	Total - 4912 Fees & Dues	\$ 10,967.00	\$ 15,622.00	\$ 14,039.00	\$ 14,039.00	

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 11-General Fund		Dept. Head Catherine Gwynn									
Dept #: 7310 Finance		~ = Division by Zero									
Division: 7310 Agency/Special Expense		* = Change < \$500									
		Purple Cell-Finance Input									
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur	\$ 50.00		\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ 50.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4913	Institute Of Government	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4914	League Of Municipalities	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
4916	Chamber Of Commerce	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ -	*	\$ -	*
4917	Wayne County Alliance	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	100.00%	\$ -	*	\$ -	*
4918	National League Of Cities	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
4932	Literacy Connections of Wayne Co.	\$ 10,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 20,000.00	122.22%	\$ 9,000.00	0.00%	\$ 11,000.00	22.22%
4980	Rebuilding Broken Places	\$ 9,218.32	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 18,047.00	33.68%	\$ 13,500.00	0.00%	\$ 15,500.00	14.81%
4981	HGDC Community Crisis Center	\$ 5,000.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 25,000.00	455.56%	\$ 4,500.00	0.00%	\$ 6,500.00	44.44%
6993	Boys and Girls Club Donation	\$ 15,000.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 15,000.00	11.11%	\$ 13,500.00	0.00%	\$ 15,500.00	14.81%
6994	Arts Council	\$ 25,000.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00	\$ 25,000.00	11.11%	\$ 22,500.00	0.00%	\$ 24,500.00	8.89%
9919	Agency Support-New Requests				\$ -	\$ 410,000.00	~	\$ -	*	\$ -	*
9920	Wayne County Schools-PEG Distrib	\$ 20,549.88	\$ 27,400.00	\$ 27,400.00	\$ 27,400.00	\$ 27,400.00	0.00%	\$ 27,400.00	0.00%	\$ 27,400.00	0.00%
9933	WAGES	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	11.11%	\$ -	*	\$ -	*
9937	WATCH Donation	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 25,000.00	38.89%	\$ -	*	\$ -	*
9947	Museum	\$ 15,000.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 15,000.00	11.11%	\$ 13,500.00	0.00%	\$ 13,500.00	0.00%
9952	Communities In Schools Inc	\$ 15,000.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 20,000.00	48.15%	\$ 13,500.00	0.00%	\$ 15,500.00	14.81%
9972	Mental Health Association	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	*	\$ 12,000.00	0.00%	\$ 14,000.00	16.67%
9979	Waynesborough Park Donation	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	11.11%	\$ 18,000.00	0.00%	\$ -	*
9980	Goldsboro/Wayne Trans Authority	\$ 163,314.76	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 378,129.00	89.06%	\$ 303,129.00	51.56%	\$ 303,129.00	51.56%
9982	MIP (Mephibosheth Project Inc) Allo	\$ 5,000.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	11.11%	\$ 4,500.00	0.00%	\$ 6,500.00	44.44%
9996	WISH Donation	\$ 10,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	33.33%	\$ 9,000.00	0.00%	\$ 11,000.00	22.22%
	Total Operating Expenditures	\$ 420,082.96	\$ 441,900.00	\$ 441,900.00	\$ 441,900.00	\$ 1,105,576.00	150.19%	\$ 464,029.00	5.01%	\$ 464,029.00	5.01%
	Total Capital Outlay				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance-Agency/Special Expense Budget	\$ 420,132.96	\$ 441,900.00	\$ 441,900.00	\$ 441,900.00	\$ 1,105,576.00	150.19%	\$ 464,029.00	5.01%	\$ 464,029.00	5.01%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Green Cell - Department Input			
Dept #:			Finance - 7310					
Division:			Agency/Special Expense - 7310					
			Dept. Head-Catherine Gwynn					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1834	City's Portion Retiree Health Insur			Moved to ORGN 7315	\$ -	\$ -	\$ -	
	Total Salaries & Benefits				\$ -	\$ -	\$ -	\$ -
4913	Institute Of Government			Moved to CM budget	\$ -	\$ -	\$ -	
4914	League Of Municipalities			Moved to CM budget	\$ -	\$ -	\$ -	\$ -
4916	Chamber Of Commerce			Moved to Council budget	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -
4917	Wayne County Alliance			Moved to Council budget	\$ 25,000.00	\$ 50,000.00	\$ -	\$ -
4918	National League Of Cities			Moved to CM budget	\$ -	\$ -	\$ -	\$ -
4932	Literacy Connections of Wayne Co.				\$ 9,000.00	\$ 20,000.00	\$ 9,000.00	\$ 11,000.00
4980	Rebuilding Broken Places				\$ 13,500.00	\$ 18,047.00	\$ 13,500.00	\$ 15,500.00
4981	HGDC Community Crisis Center				\$ 4,500.00	\$ 25,000.00	\$ 4,500.00	\$ 6,500.00
6993	Boys and Girls Club Donation				\$ 13,500.00	\$ 15,000.00	\$ 13,500.00	\$ 15,500.00
6994	Arts Council				\$ 22,500.00	\$ 25,000.00	\$ 22,500.00	\$ 24,500.00
9919	Agency Support-New Requests			Three In One Family Center(No Audits)	\$ -	\$ 410,000.00	\$ -	\$ -
9920	Wayne County Schools-PEG Distrib			Funded by State Revenues	\$ 27,400.00	\$ 27,400.00	\$ 27,400.00	\$ 27,400.00
9933	WAGES			Per CM - funded CDBG-CV - cut FY22 approp from GF	\$ 18,000.00	\$ 20,000.00	\$ -	\$ -
9937	WATCH Donation			Per CM - funded CDBG-CV - cut FY22 approp from GF	\$ 18,000.00	\$ 25,000.00	\$ -	\$ -
9947	Museum				\$ 13,500.00	\$ 15,000.00	\$ 13,500.00	\$ 13,500.00
9952	Communities In Schools Inc				\$ 13,500.00	\$ 20,000.00	\$ 13,500.00	\$ 15,500.00
9972	Mental Health Association			How many years was agreed to fund this line item?	\$ 12,000.00		\$ 12,000.00	\$ 14,000.00
9979	Waynesborough Park Donation				\$ 18,000.00	\$ 20,000.00	\$ 18,000.00	\$ -
9980	Goldsboro/Wayne Trans Authority			Operating Match \$303,129 and Capital Request \$75,000.	\$ 200,000.00	\$ 378,129.00	\$ 303,129.00	\$ 303,129.00
9982	MIP (Mephibosheth Project Inc) Allo				\$ 4,500.00	\$ 5,000.00	\$ 4,500.00	\$ 6,500.00
9996	WISH Donation				\$ 9,000.00	\$ 12,000.00	\$ 9,000.00	\$ 11,000.00
	Total Operating Expenditures				\$ 441,900.00	\$ 1,105,576.00	\$ 464,029.00	\$ 464,029.00
	Total Capital Outlay							
	Total Debt Service							
	Total Finance-Agency/Special Expense Budget				\$ 441,900.00	\$ 1,105,576.00	\$ 464,029.00	\$ 464,029.00

EXPENDITURE SHEET												
Fiscal Year FY21-22												
Fund:	11-General Fund		Dept. Head	Catherine Gwynn								
Dept #:	7315	Finance	~ = Division by Zero									
Division:	7315	Non-recurring capital outlay	* = Change < \$500									
			Purple Cell-Finance Input									
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)	
1834	City's Portion Retiree Health Insur		\$ 118,436.10	\$ 110,963.00	\$ 110,963.00	\$ 79,000.00	\$ 79,000.00	-28.81%	\$ 79,000.00	-28.81%	\$ 79,000.00	-28.81%
	Total Salaries & Benefits		\$ 118,436.10	\$ 110,963.00	\$ 110,963.00	\$ 79,000.00	\$ 79,000.00	-28.81%	\$ 79,000.00	-28.81%	\$ 79,000.00	-28.81%
4543	Insurance Deductible Claims		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%	\$ -	*	\$ -	*
4801	Econ Devel Incent-Alta Foods		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,062.50	\$ 11,718.75	134.38%	\$ 11,718.75	134.38%	\$ 11,718.75	134.38%
4802	Econ Devel Incent-WNB Landlord			\$ 200,000.00	\$ 200,000.00	\$ 100,000.00	\$ 200,000.00	0.00%	\$ 200,000.00	0.00%	\$ 200,000.00	0.00%
4803	Econ Devel Incent-Stromberg Foods			\$ 5,222.00	\$ 5,222.00	\$ -	\$ 5,222.00	0.00%	\$ 5,222.00	0.00%	\$ 5,222.00	0.00%
4804	Econ Devel Incent-Michael Aram			\$ 17,000.00	\$ 17,000.00	\$ -	\$ 34,000.00	100.00%	\$ 34,000.00	100.00%	\$ 34,000.00	100.00%
4805	Econ Devel Incent-Atlantic Casualty			\$ 9,100.00	\$ 9,100.00	\$ -	\$ 57,000.00	526.37%	\$ 57,000.00	526.37%	\$ 57,000.00	526.37%
4806	Econ Devel Incent-AP Exhaust					\$ -	\$ 7,000.00	~	\$ 7,000.00	~	\$ 7,000.00	~
4908	Expenses for Sale of Real Property		\$ 988.50	\$ -	\$ -	\$ 3,743.50	\$ 4,000.00	~	\$ -	*	\$ -	*
4909	Land Lease Payable (Farms)		\$ 387.00	\$ 10,000.00	\$ 10,000.00	\$ 8,800.00	\$ 13,000.00	30.00%	\$ 13,000.00	30.00%	\$ 13,000.00	30.00%
4910	Property Taxes - DGDC		\$ 227.78	\$ 250.00	\$ 250.00	\$ 227.78	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
4913	Institute Of Government		\$ 4,372.00	\$ 14,300.00	\$ 14,300.00	\$ 14,300.00	\$ -	*	\$ -	*	\$ -	*
4914	League Of Municipalities		\$ 25,412.00	\$ 25,500.00	\$ 25,500.00	\$ 25,520.00	\$ -	*	\$ -	*	\$ -	*
4918	National League Of Cities		\$ 3,419.00	\$ 3,450.00	\$ 3,450.00	\$ 3,419.00	\$ -	*	\$ -	*	\$ -	*
4920	Arbitrage Rebate Fees		\$ 417.38			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures		\$ 50,223.66	\$ 299,822.00	\$ 299,822.00	\$ 170,072.78	\$ 342,190.75	14.13%	\$ 328,190.75	9.46%	\$ 328,190.75	9.46%
5922	Driving Range Effluent Irrigation		\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5927	Passenger Shelter		\$ 13,433.12			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay		\$ 13,433.12	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
						\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance-Non-recurring capital outlay Budget		\$ 182,092.88	\$ 410,785.00	\$ 410,785.00	\$ 249,072.78	\$ 421,190.75	2.53%	\$ 407,190.75	-0.87%	\$ 407,190.75	-0.87%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Finance - 7315					
Division:		Non-recurring capital outlay - 7315					
	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1834	City's Portion Retiree Health Insur			\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00
	Salaries & Wages Overtime			\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00
4543	Insurance Deductible Claims			\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
4801	Econ Devel Incent-Alta Foods		2016 Agreement \$5000.00; 2018 Agreement \$6718.75	\$ 4,062.50	\$ 11,718.75	\$ 11,718.75	\$ 11,718.75
4802	Econ Devel Incent-WNB Landlord		1 payment FY21; anticipate the remaining 2 payments in FY22	\$ 100,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
4803	Econ Devel Incent-Stromberg Foods		No payments in FY21; anticipate 1 payment in FY22	\$ -	\$ 5,222.00	\$ 5,222.00	\$ 5,222.00
4804	Econ Devel Incent-Michael Aram		No payments in FY21; anticipate 2 payment in FY22	\$ -	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00
4805	Econ Devel Incent-Atlantic Casualty		No payments in FY21; anticipate 2 payments in FY22	\$ -	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00
4806	Econ Devel Incent-AP Exhaust			\$ -	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
4908	Expenses for Sale of Real Property			\$ 3,743.50	\$ 4,000.00	\$ -	\$ -
4909	Land Lease Payable (Farms)		1/2 proceeds owed to Wayne County for joint farm leases	\$ 8,800.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
4910	Property Taxes - DGDC			\$ 227.78	\$ 250.00	\$ 250.00	\$ 250.00
4913	Institute Of Government		Moved to CM budget FY22	\$ 14,300.00	\$ -	\$ -	\$ -
4914	League Of Municipalities		Moved to CM budget FY22	\$ 25,520.00	\$ -	\$ -	\$ -
4918	National League Of Cities		Moved to CM budget FY22	\$ 3,419.00	\$ -	\$ -	\$ -
4920	Arbitrage Rebate Fees						
	Total Operating Expenditures			\$ 170,072.78	\$ 342,190.75	\$ 328,190.75	\$ 328,190.75
5922	Driving Range Effluent Irrigation			\$ -	\$ -	\$ -	\$ -
5927	Passenger Shelter				\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
						\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Finance-Non-recurring capital outlay Budget			\$ 249,072.78	\$ 421,190.75	\$ 407,190.75	\$ 407,190.75

FISCAL YEAR 2021-2022 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 FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,313,477.35	\$ 1,493,295.98	\$ 1,493,295.98	\$ 1,419,325.93	\$ 1,569,022.97	5.07%	\$ 1,478,289.55	-1.00%	\$ 1,478,289.55	-1.00%
1220	Salaries & Wages Overtime	\$ 920.86	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	\$ 1,500.00	-50.00%	\$ 1,500.00	-50.00%
1224	Cell Phone Stipend	\$ 5,747.65	\$ 6,000.00	\$ 6,000.00	\$ 6,507.15	\$ 6,500.00	8.33%	\$ 6,500.00	8.33%	\$ 6,500.00	8.33%
1260	Salaries & Wages Part-Time	\$ 407,345.33	\$ 259,452.19	\$ 259,452.19	\$ 213,445.67	\$ 300,000.00	15.63%	\$ 260,000.00	0.21%	\$ 260,000.00	0.21%
1262	Salaries & Wages Perm. Part-Time	\$ 2,608.23	\$ 90,392.06	\$ 90,392.06	\$ 84,888.36	\$ 90,397.44	0.01%	\$ 90,397.44	0.01%	\$ 90,397.44	0.01%
1275	Salaries & Wages Bonus	\$ 13,176.52	\$ -	\$ -	\$ 6,773.72	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 7,229.92	\$ -	\$ -	\$ 7,004.78	\$ 7,005.00	~	\$ 7,005.00	~	\$ 7,005.00	~
1280	Vacation Pay Out	\$ 7,249.80	\$ -	\$ -	\$ 7,672.77	\$ 2,500.00	~	\$ -	*	\$ -	*
1810	Social Security	\$ 130,590.92	\$ 141,688.73	\$ 141,688.73	\$ 133,539.81	\$ 151,349.54	6.82%	\$ 141,042.44	-0.46%	\$ 141,042.44	-0.46%
1821	NCLGERS-Retirement	\$ 126,943.54	\$ 162,613.45	\$ 162,613.45	\$ 153,971.23	\$ 223,759.91	37.60%	\$ 177,588.15	9.21%	\$ 177,588.15	9.21%
1822	401-K Retirement	\$ 55,729.89	\$ 63,707.52	\$ 63,707.52	\$ 60,526.23	\$ 79,137.02	24.22%	\$ 62,807.48	-1.41%	\$ 62,807.48	-1.41%
1830	Hospital Insurance	\$ 185,314.46	\$ 209,280.00	\$ 209,280.00	\$ 182,216.34	\$ 251,784.00	20.31%	\$ 206,592.00	-1.28%	\$ 206,592.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 708.56	\$ 1,526.40	\$ 1,526.40	\$ 1,450.08	\$ 1,450.08	-5.00%	\$ 1,411.92	-7.50%	\$ 1,411.92	-7.50%
1850	Unemployment Compensation	\$ 1,877.46	\$ 918.00	\$ 918.00	\$ 386.70	\$ 582.00	-36.60%	\$ 582.00	-36.60%	\$ 582.00	-36.60%
1860	Worker's Compensation	\$ 10,035.24	\$ 8,260.00	\$ 8,260.00	\$ 28,271.53	\$ 10,347.00	25.27%	\$ 10,347.00	25.27%	\$ 10,347.00	25.27%
	Total Salaries & Benefits	\$ 2,268,955.73	\$ 2,440,134.33	\$ 2,440,134.33	\$ 2,305,980.30	\$ 2,696,834.96	10.52%	\$ 2,444,062.98	0.16%	\$ 2,444,062.98	0.16%
1915	Bank Fees	\$ 3,841.43	\$ 4,000.00	\$ 4,000.00	\$ 6,900.00	\$ 7,000.00	75.00%	\$ 7,000.00	75.00%	\$ 7,000.00	75.00%
1925	Debt Issuance Costs & Fees	\$ 250.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
1932	Medical Exams	\$ 991.25	\$ 1,000.00	\$ 1,000.00	\$ 365.00	\$ 1,000.00	0.00%	\$ 300.00	*	\$ 300.00	*
1991	Consultant Fees	\$ 1,762.51			\$ -	\$ 50,000.00	~	\$ -	*	\$ -	*
2111	Cleaning Supplies	\$ 42,556.26	\$ 45,000.00	\$ 45,000.00	\$ 37,500.00	\$ 49,000.00	8.89%	\$ 40,000.00	-11.11%	\$ 40,000.00	-11.11%
2121	Uniforms	\$ 14,403.25	\$ 12,000.00	\$ 12,000.00	\$ 10,500.00	\$ 17,000.00	41.67%	\$ 12,000.00	0.00%	\$ 12,000.00	0.00%
2123	Protective Clothing	\$ 146.53	\$ 1,700.00	\$ 1,700.00	\$ 500.00	\$ 2,500.00	47.06%	\$ 500.00	*	\$ 500.00	*
2124	Shoes-Steel Toe	\$ 980.49	\$ 3,000.00	\$ 3,000.00	\$ 1,350.00	\$ 3,000.00	0.00%	\$ 1,500.00	-50.00%	\$ 1,500.00	-50.00%
2203	Employee Appreciation	\$ 970.31	\$ 1,500.00	\$ 1,500.00	\$ 600.00	\$ 1,500.00	0.00%	\$ 1,200.00	-20.00%	\$ 1,200.00	-20.00%
2323	Other Training	\$ 6,368.00	\$ 5,650.00	\$ 5,650.00	\$ 1,555.00	\$ 5,830.00	3.19%	\$ 4,305.00	-23.81%	\$ 4,305.00	-23.81%
2391	First Aid	\$ 1,994.39	\$ 1,000.00	\$ 1,000.00	\$ 650.00	\$ 2,300.00	130.00%	\$ 1,500.00	50.00%	\$ 1,500.00	50.00%
2501	Vehicle Operation/Maintenance	\$ 10,934.52	\$ 5,000.00	\$ 5,000.00	\$ 13,000.00	\$ 12,000.00	140.00%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 15,678.74	\$ 9,250.00	\$ 9,250.00	\$ 13,000.00	\$ 13,000.00	40.54%	\$ -	*	\$ -	*
2591	Fuel For Equipment	\$ 6,740.15	\$ 10,000.00	\$ 10,000.00	\$ 8,500.00	\$ 10,000.00	0.00%	\$ 8,500.00	-15.00%	\$ 8,500.00	-15.00%
2601	Office Supplies	\$ 4,729.43	\$ 3,125.00	\$ 3,125.00	\$ 3,125.00	\$ 5,000.00	60.00%	\$ 3,000.00	-4.00%	\$ 3,000.00	-4.00%
2920	Pro Shop Expense		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
2925	Merchandise for Resale-PARKS & REC	\$ 10,919.28	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 25,000.00	25.00%	\$ 15,000.00	-25.00%	\$ 15,000.00	-25.00%
2989	Operational Supplies - Maint.	\$ 107,681.50	\$ 145,000.00	\$ 140,993.00	\$ 140,000.00	\$ 180,000.00	24.14%	\$ 140,000.00	-3.45%	\$ 140,000.00	-3.45%
2993	Operational Supplies	\$ 90,888.33	\$ 75,944.00	\$ 73,797.31	\$ 73,000.00	\$ 115,000.00	51.43%	\$ 73,000.00	-3.88%	\$ 73,000.00	-3.88%
2994	Tools	\$ 5,491.59	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	66.67%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3121	Travel	\$ 6,061.56	\$ 4,970.00	\$ 4,970.00	\$ 114.00	\$ 6,305.00	26.86%	\$ 2,855.00	-42.56%	\$ 2,855.00	-42.56%
3210	Telephone	\$ 2,686.68	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00	\$ 6,000.00	140.00%	\$ 4,000.00	60.00%	\$ 4,000.00	60.00%
3250	Postage	\$ 246.05	\$ 500.00	\$ 500.00	\$ 350.00	\$ 500.00	*	\$ -	*	\$ -	*
3310	Electricity	\$ 133,035.53	\$ 96,250.00	\$ 96,250.00	\$ 111,382.50	\$ 115,000.00	19.48%	\$ 115,000.00	19.48%	\$ 115,000.00	19.48%
3330	Natural Gas	\$ 7,138.50	\$ 8,250.00	\$ 8,250.00	\$ 7,549.71	\$ 7,500.00	-9.09%	\$ 7,500.00	-9.09%	\$ 7,500.00	-9.09%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
3421	Copy Machine Cost	\$ 11,370.94	\$ 9,000.00	\$ 9,000.00	\$ 3,750.00	\$ 5,000.00	-44.44%	\$ 5,000.00	-44.44%	\$ 5,000.00	-44.44%
3510	Repairs (Insurance Claims)		\$ -	\$ -	\$ 150.96	\$ 200.00	*	\$ -	*	\$ -	*
3511	Building Maintenance	\$ 36,764.32	\$ 34,500.00	\$ 34,500.00	\$ 34,500.00	\$ 35,000.00	1.45%	\$ 30,000.00	-13.04%	\$ 30,000.00	-13.04%
3522	Machine/Equipment Maintenance	\$ 38,296.99	\$ 29,250.00	\$ 29,250.00	\$ 22,500.00	\$ 29,250.00	0.00%	\$ 20,000.00	-31.62%	\$ 20,000.00	-31.62%
3700	Advertising	\$ 3,983.89	\$ 9,000.00	\$ 9,000.00	\$ 6,000.00	\$ 12,000.00	33.33%	\$ 6,000.00	-33.33%	\$ 6,000.00	-33.33%
3815	P&R Special Pops Prog. Expend.	\$ 3,627.52	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3914	Contract Services	\$ 102,613.67	\$ 110,000.00	\$ 119,624.00	\$ 95,425.23	\$ 145,935.00	32.67%	\$ 100,000.00	-9.09%	\$ 100,000.00	-9.09%
3950	Education Reimbursement	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%	\$ 750.00	-70.00%	\$ 750.00	-70.00%
3994	Tree Service	\$ 5,630.00	\$ 6,375.00	\$ 6,375.00	\$ 3,500.00	\$ 14,000.00	119.61%	\$ 2,000.00	-68.63%	\$ 2,000.00	-68.63%
4221	Software License Fees		\$ -	\$ 7,500.00	\$ 7,500.00	\$ 8,000.00	~	\$ 8,000.00	~	\$ 8,000.00	~
4391	Equipment Rent	\$ 10,958.19	\$ 35,000.00	\$ 35,000.00	\$ 5,000.00	\$ 35,000.00	0.00%	\$ 10,000.00	-71.43%	\$ 10,000.00	-71.43%
4404	TC Coley Expenses		\$ -	\$ 1,500.00	\$ 4,500.00	\$ 10,000.00	~	\$ -	*	\$ -	*
4511	Multi-Peril Insurance	\$ 19,318.50	\$ 15,275.00	\$ 15,275.00	\$ 16,061.58	\$ 16,543.00	8.30%	\$ 16,543.00	8.30%	\$ 16,543.00	8.30%
4521	Auto Liability	\$ 3,969.94	\$ 2,623.00	\$ 2,623.00	\$ 2,725.00	\$ 2,806.00	6.98%	\$ 2,806.00	6.98%	\$ 2,806.00	6.98%
4541	Employee Personal Liability	\$ 110.00	\$ 110.00	\$ 110.00	\$ 97.00	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
4912	Fees & Dues	\$ 3,810.00	\$ 8,470.00	\$ 8,470.00	\$ 4,011.00	\$ 6,625.00	-21.78%	\$ 6,625.00	-21.78%	\$ 6,625.00	-21.78%
4990	Equipment Expense	\$ 3,163.44	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 3,000.00	20.00%	\$ 1,500.00	-40.00%	\$ 1,500.00	-40.00%
4991	Downtown Projects		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ 1,072.13	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	25.00%	\$ 1,500.00	25.00%	\$ 1,500.00	25.00%
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 10,000.00	~	\$ 10,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 10,000.00	~	\$ 10,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 350.00	*	\$ 350.00	*
	Total Operating Expenditures	\$ 721,185.81	\$ 724,692.00	\$ 737,162.31	\$ 655,361.98	\$ 967,144.00	33.46%	\$ 671,584.00	-7.33%	\$ 671,584.00	-7.33%
5100	Park House Restoration				\$ -	\$ 35,000.00	~	\$ -	*	\$ -	*
5161	Construction	\$ 17,235.09			\$ -	\$ -	*	\$ -	*	\$ -	*
5303	Heavy-Duty Mower				\$ -	\$ 26,200.00	~	\$ -	*	\$ -	*
5487	Tractor				\$ -	\$ 67,000.00	~	\$ -	*	\$ -	*
5488	72" Deck Mower		\$ 10,000.00	\$ 10,000.00	\$ 10,332.00	\$ 12,000.00	20.00%	\$ -	*	\$ -	*
5567	Playground Equipment		\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	0.00%	\$ -	*	\$ -	*
5635	Basketball Court Improvements				\$ -	\$ 30,000.00	~	\$ -	*	\$ -	*
5643	Rotary Mower	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5732	T.C. Coley(Formerly WA Foster)				\$ -	\$ 45,000.00	~	\$ -	*	\$ -	*
5819	Maintenance Shop Construction				\$ -	\$ 315,000.00	~	\$ -	*	\$ -	*
5829	Outdoor Pool Repair				\$ -	\$ 65,000.00	~	\$ -	*	\$ -	*
5837	Shelter Construction	\$ 230,357.99	\$ -	\$ 13,058.51	\$ 13,058.32	\$ -	*	\$ -	*	\$ -	*
5857	Herman Park Center Roof Renovations				\$ -	\$ 65,000.00	~	\$ -	*	\$ -	*
5947	Sidewalks	\$ 3,170.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5952	Tennis Court Reconstruction				\$ -	\$ 510,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 250,763.08	\$ 40,000.00	\$ 53,058.51	\$ 23,390.32	\$ 1,200,200.00	2900.50%	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Parks & Recreation-Parks & Recreation Bud	\$ 3,240,904.62	\$ 3,204,826.33	\$ 3,230,355.15	\$ 2,984,732.60	\$ 4,864,178.96	51.78%	\$ 3,115,646.98	-2.78%	\$ 3,115,646.98	-2.78%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Dept. Head-Felicia Brown			
Dept #:			Parks & Recreation - 7460		Green Cell - Department Input			
Division:			Parks & Recreation - 7460					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			Sum to pay all authorized positions for the full fiscal year	\$ 1,419,325.93	\$ 1,569,022.97	\$ 1,478,289.55	\$ 1,478,289.55
1220	Salaries & Wages Overtime			Sum to pay staff overtime due to working unexpected emergencies including but not limited to emergency repairs and special events	\$ -	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
1224	Cell Phone Stipend			F Brown, J Albert, S Blizzard, L Fleming, J Mozingo, R Stephens, J Walker, M Mozingo, A Price	\$ 6,507.15	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1260	Salaries & Wages Part-Time			Sum to pay pooled pt staff; increase due to not paying summer day camp staff FY21	\$ 213,445.67	\$ 300,000.00	\$ 260,000.00	\$ 260,000.00
1262	Salaries & Wages Perm. Part-Time			Sum to pay PPT positions for the full fiscal year	\$ 84,888.36	\$ 90,397.44	\$ 90,397.44	\$ 90,397.44
1275	Salaries & Wages Bonus			Sum to pay bonus pay to eligible staff	\$ 6,773.72	\$ -	\$ -	\$ -
1278	Wellness Earnings			299	\$ 7,004.78	\$ 7,005.00	\$ 7,005.00	\$ 7,005.00
1280	Vacation Pay Out			Lump sum vacation pay out due to retirement or termination	\$ 7,672.77	\$ 2,500.00	\$ -	\$ -
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 133,539.81	\$ 151,349.54	\$ 141,042.44	\$ 141,042.44
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 153,971.23	\$ 223,759.91	\$ 177,588.15	\$ 177,588.15
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 60,526.23	\$ 79,137.02	\$ 62,807.48	\$ 62,807.48
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 182,216.34	\$ 251,784.00	\$ 206,592.00	\$ 206,592.00
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	\$ 1,450.08	\$ 1,450.08	\$ 1,411.92	\$ 1,411.92
1850	Unemployment Compensation			Provided by Finance	\$ 386.70	\$ 582.00	\$ 582.00	\$ 582.00
1860	Worker's Compensation			Provided by Finance	\$ 28,271.53	\$ 10,347.00	\$ 10,347.00	\$ 10,347.00
Total Salaries & Benefits					\$ 2,305,980.30	\$ 2,696,834.96	\$ 2,444,062.98	\$ 2,444,062.98
1915	Bank Fees			Express Pay Fees is for REC1 shopping cart Split 1/2 7460 & 1/2 7461 for FY21 & FY22	\$ 6,900.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
1925	Debt Issuance Costs & Fees				\$ -	\$ -	\$ -	\$ -
1931	Medical Treatment				\$ -	\$ 250.00	\$ 250.00	\$ 250.00
1932	Medical Exams				\$ 365.00	\$ 1,000.00	\$ 300.00	\$ 300.00
1991	Consultant Fees	Y		See Schedule	\$ -	\$ 50,000.00	\$ -	\$ -
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 Golf Course Pro Shop/Event Center, Downtown Development, the HUB and all park restrooms and facilities.	\$ 37,500.00	\$ 49,000.00	\$ 40,000.00	\$ 40,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Felicia Brown		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2121	Uniforms		Cost to outfit full and part-time staff to present unified and professional image to our customers; this cost includes maintenance staff uniforms through uniform supply company	\$ 10,500.00	\$ 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	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 500.00
2124	Shoes-Steel Toe		Needed for foot protection by eligible staff	\$ 1,350.00	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
2203	Employee Appreciation		Request for annual Christmas Party allowance and Retirement celebrations	\$ 600.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
2323	Other Training	Y	See Schedule	\$ 1,555.00	\$ 5,830.00	\$ 4,305.00	\$ 4,305.00
2391	First Aid		First Aid supplies used in case of injury to staff personnel, volunteers and program participants	\$ 650.00	\$ 2,300.00	\$ 1,500.00	\$ 1,500.00
2501	Vehicle Operation/Maintenance		Costs for repairs, annual inspections, oil changes, etc. of vehicles, mowers and gators	\$ 13,000.00	\$ 12,000.00	\$ -	\$ -
2502	Vehicle Fuel		Gas for all vehicles	\$ 13,000.00	\$ 13,000.00	\$ -	\$ -
2591	Fuel For Equipment		Fuel (diesel and regular gas) for grounds maintenance equipment	\$ 8,500.00	\$ 10,000.00	\$ 8,500.00	\$ 8,500.00
2601	Office Supplies		Legal pads, pens, folders and other general office supplies; toner cartridges for printers	\$ 3,125.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
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	\$ 10,000.00	\$ 25,000.00	\$ 15,000.00	\$ 15,000.00
2989	Operational Supplies - Maint.		Annual plants and beautification and trees for Center Street, GEC, Parks and Recreation facilities; 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	\$ 140,000.00	\$ 180,000.00	\$ 140,000.00	\$ 140,000.00

JUSTIFICATION SHEET			Fiscal Year FY21-22	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. 6/01/21	Adopted 06/18/21
2993	Operational Supplies			Supplies for Specialized Programs to include Evening activities, Day activities, decorations, luncheons, Egg Hunt; supplies for Mature Adult Programs to include fitness bands, cards, games, paper products, pool supplies, refreshments; supplies for Daddy/Daughter Dance, Mother/Son Dance, Spring Break Camp, Summer Day Camps, Sports Camps, Mother's/Father's Day Luncheons, non-traditional sports, arts & crafts, traditional sports (Youth and Adult) and game room supplies	\$ 73,000.00	\$ 115,000.00	\$ 73,000.00	\$ 73,000.00
2994	Tools			Battery operated hand tools and replacement items, gas powered and cordless items; various hand tools, tools for pruning, backpack blowers, string trimmers	\$ 3,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
3121	Travel		Y	See Schedule	\$ 114.00	\$ 6,305.00	\$ 2,855.00	\$ 2,855.00
3210	Telephone			Verizon approx \$1K/yr - Spectrum approx \$5K/yr	\$ 4,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
3250	Postage			Sum for mailing and shipping letters, brochures, equipment	\$ 350.00	\$ 500.00	\$ -	\$ -
3310	Electricity			Sum for electricity costs for parks and facilities	\$ 111,382.50	\$ 115,000.00	\$ 115,000.00	\$ 115,000.00
3330	Natural Gas				\$ 7,549.71	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3421	Copy Machine Cost			IT provided this information	\$ 3,750.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3510	Repairs (Insurance Claims)				\$ 150.96	\$ 200.00	\$ -	\$ -
3511	Building Maintenance			General and miscellaneous maintenance of all park structures, electrical upgrades and repairs in facilities, plumbing repairs and carpet cleaning in City Hall	\$ 34,500.00	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00
3522	Machine/Equipment Maintenance			General maintenance of chain link fence, grease, lubricants, swing seats, chain and hardware for playgrounds, parts and supplies	\$ 22,500.00	\$ 29,250.00	\$ 20,000.00	\$ 20,000.00
3700	Advertising			Promoting our programs through print media, social media and other labeled items	\$ 6,000.00	\$ 12,000.00	\$ 6,000.00	\$ 6,000.00
3815	P&R Special Pops Prog. Expend.						\$ -	\$ -
3914	Contract Services		Y	See Schedule	\$ 95,425.23	\$ 145,935.00	\$ 100,000.00	\$ 100,000.00
3950	Education Reimbursement			Assist employees with continuing their education	\$ -	\$ 2,500.00	\$ 750.00	\$ 750.00
3994	Tree Service			Tree trimming and removal at facilities	\$ 3,500.00	\$ 14,000.00	\$ 2,000.00	\$ 2,000.00
4221	Software License Fees			Rec1 Recreation Software	\$ 7,500.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Felicia Brown	Blue Font - Detail Schedule Requested
Fund:	11-General Fund		Green Cell - Department Input
Dept #:	Parks & Recreation - 7460		
Division:	Parks & Recreation - 7460		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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 (COG does not have equipment in its inventory), bleacher rental at Bryan MSCX	\$ 5,000.00	\$ 35,000.00	\$ 10,000.00	\$ 10,000.00
4404 TC Coley Expenses		Tables and chairs for rentals @ TC Coley Community Center	\$ 4,500.00	\$ 10,000.00	\$ -	\$ -
4511 Multi-Peril Insurance		Provided by Finance	\$ 16,061.58	\$ 16,543.00	\$ 16,543.00	\$ 16,543.00
4521 Auto Liability		Provided by Finance	\$ 2,725.00	\$ 2,806.00	\$ 2,806.00	\$ 2,806.00
4541 Employee Personal Liability		Provided by Finance	\$ 97.00	\$ 100.00	\$ 100.00	\$ 100.00
4912 Fees & Dues	Y	See Schedule	\$ 4,011.00	\$ 6,625.00	\$ 6,625.00	\$ 6,625.00
4990 Equipment Expense		Miscellaneous equipment expenses	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
4991 Downtown Projects					\$ -	\$ -
9561 Office Supplies		Copy paper and envelopes with COG logo purchased from storeroom	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
2501A Fleet Charges Internal Use Only!		Costs for repairs, annual inspections, oil changes, etc. of vehicles, mowers and gators	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00
2502A Vehicle Fuel-Internal Charges		Gas for all vehicles	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00
3250A Postage-Internal Charges only!		Sum for mailing and shipping letters, brochures, equipment	\$ -	\$ -	\$ 350.00	\$ 350.00
Total Operating Expenditures			\$ 655,361.98	\$ 967,144.00	\$ 671,584.00	\$ 671,584.00
5100 Park House Restoration				\$ 35,000.00	\$ -	\$ -
5161 Construction				\$ -	\$ -	\$ -
5303 Heavy-Duty Mower				\$ 26,200.00	\$ -	\$ -
5487 Tractor				\$ 67,000.00	\$ -	\$ -
5488 72" Deck Mower			\$ 10,332.00	\$ 12,000.00	\$ -	\$ -
5567 Playground Equipment				\$ 30,000.00	\$ -	\$ -
5635 Basketball Court Improvements				\$ 30,000.00	\$ -	\$ -
5643 Rotary Mower				\$ -	\$ -	\$ -
5732 T.C. Coley(Formerly WA Foster)				\$ 45,000.00	\$ -	\$ -
5819 Maintenance Shop Construction		The total represents two (2) options listed on the Capital tab		\$ 315,000.00	\$ -	\$ -
5829 Outdoor Pool Repair				\$ 65,000.00	\$ -	\$ -
5837 Shelter Construction			\$ 13,058.32	\$ -	\$ -	\$ -
5857 Herman Park Center Roof Renovations				\$ 65,000.00	\$ -	\$ -
5947 Sidewalks				\$ -	\$ -	\$ -
5952 Tennis Court Reconstruction		The total represents two (2) options listed on the Capital tab		\$ 510,000.00	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY21-22				Blue Font - Detail Schedule Requested	
Fund:		11-General Fund		Dept. Head-Felicia Brown		Green Cell - Department Input	
Dept #:		Parks & Recreation - 7460					
Division:		Parks & Recreation - 7460					

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5100	N/A	Park House in Herman Park - est. 1898	Unknown						N	6	Park House Deck & Support Structures	Imminent hazard; these will be repairs to make deck safer. Park House is historical structure and must meet Historic District standards - materials may be more costly.	\$ 35,000.00	\$ -	\$ -	
2	5303	N/A	Addition	N/A	N/A	N/A				N	3b	BefcoSuper Flex Mower 15' attachment for a tractor	We are using two small mowers on everything but the fields at the Bryan MSCX. The fields make up 14 acres, leaving the other 46 acres for smaller mowers. This will help greatly with mowing and reduce the need for additional part-time sports turf staff.	\$ 26,200.00	\$ -	\$ -	
3	5487	N/A	Addition	N/A	N/A	N/A				N	3	Kubota M5-09	This shall be used to spray all property belonging to P&R and will also blow debris. During cutting season, it will be used to mow everything the 46 acres at the Bryan MSCX (not the playing fields). This will greatly reduce the need for part-time sports turf staff during the mowing season.	\$ 67,000.00	\$ -	\$ -	
4	5488	E1187	2011 Hustler Super-Z	\$ 9,300.00	2,311	\$ 800.00	\$ 350.00	\$ 150.00	\$ 150.00	N	5	Hustler Mower	Mower's engine was replaced in 2017; other parts are needing to be replaced	\$ 12,000.00	\$ -	\$ -	
5	5567	N/A	South End Park Playground Replacement*	\$ 22,000.00	N/A	N/A				N	8	South End Park Playground Replacement*	Existing playground removed due to safety issue - may have another source of funding available*	\$ 30,000.00	\$ -	\$ -	
6	5635	N/A	Basketball Court Replacement at South End Park*	N/A	N/A	N/A				N	9	Demolish existing basketball court and replace with new court*	Substantial cracks in asphalt surface creating hazardous play area*	\$ 30,000.00	\$ -	\$ -	
7	5732	N/A	TC Coley Community Center Roof	N/A	N/A	N/A				N	10	Replace Roof over Recreation Room area of TC Coley Community Center	Failure to fix roof will cause more damage to room area due to leaks; roof failure has already occurred in one section	\$ 45,000.00	\$ -	\$ -	
8	5819	N/A	Addition	N/A	N/A	N/A				N	4	Maintenance Building for Bryan MSCX	We currently do not have a shelter to park the equipment under or an area to service equipment on site. There is also not a place to store chemicals or hand tools on site. This will be heated and cooled and have bathrooms. 40x80	\$ 265,000.00	\$ -	\$ -	
9	5829	N/A	Replastering Mina Weil Pool	\$ 45,000.00	N/A	N/A				N	1	Replaster Pool	Abrasive plaster coming off creating possible cut hazards under water - need to replaster or risk pool not passing inspection	\$ 65,000.00	\$ -	\$ -	
10	5952	N/A	Repair Tennis Courts at Herman Park	N/A	7.5 years	N/A				N	2	Repair cracks and paint	Courts cracking causing potential trip hazards and potentially affecting play. Repairs should give us additional 5 years of service. There are 10 courts. ****Going this route, we would not need to reconstruct the tennis courts yet.****	\$ 110,000.00	\$ -	\$ -	
11	5952	N/A	Reconstruct Tennis Courts at Herman Park	N/A	7.5 years	N/A				N	11	Reconstruct and repave	Alternative to repairing tennis courts with more upfront cost. There are 10 courts. ***If we choose to repair tennis courts (line above) we do NOT need to also reconstruct.***	\$ 400,000.00	\$ -	\$ -	
12	5857		Herman Park Center Roof	N/A	N/A	N/A					7	Re-coat roof of Herman Park Center	There are several leaks in the roof at Herman Park Center, with insulation falling from the ceiling during rainstorms. If this building will be occupied for several more years, attention needs to be paid to the roof.	\$ 65,000.00	\$ -	\$ -	

Fiscal Year CAPITAL OUTLAY FY21-22																		
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?	
13	5819	N/A	Addition	N/A	N/A	N/A				N	4a	Maintenance Building for Bryan MSCX (Catherine's Option)	We currently do not have a shelter to park the equipment under or an area to service equipment on site. There is also not a place to store chemicals or hand tools on site. This is another (less expensive optoin) to building a fully functional, heated and cooled with restrooms building. 40x80	\$ 50,000.00	\$ -	\$ -		
14																		
15																		
Total Capital Outlay				\$ 76,300.00		\$ 800.00	\$ 350.00	\$ 150.00	\$ 150.00						\$ 1,200,200.00	\$ -	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 11-General Fund				Dept. Head-Felicia Brown			
Dept #: Parks & Recreation - 7460							
Division: Parks & Recreation - 7460							
Account: 1991 Consultant Fees							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Update Dept.'s Master Plan to increase our potential for					
2		receiving grant awards	\$ -	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	
3		Per CM cut 5/21/21			\$ (25,000.00)	\$ (25,000.00)	
4							
5							
6							
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ -	\$ 50,000.00	\$ -	\$ -	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 11-General Fund
Dept #: Parks & Recreation - 7460
Division: Parks & Recreation - 7460
Account: 2323 Other Training

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenditures cleared as of March 16, 2021	\$ 955.00				
2						
3	Hazardous Materials OSHA Level 2+ Training (5 people)		\$ 500.00	\$ 500.00	\$ 500.00	
4	Certified Safety Playground Inspector Class, Training & Exam for up to 3 people - certification valid for 3yrs	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
5	NC Recreation & Parks Association TR Conference (D Lee)		\$ 200.00	\$ 200.00	\$ 200.00	
6	Women's LeadHership Workshop (7 people)		\$ 600.00	\$ 600.00	\$ 600.00	
7	NC Recreation & Parks Annual Conference (10 people)		\$ 2,750.00	\$ 1,375.00	\$ 1,375.00	
8	Marketing & Events Summit (2 people)		\$ 200.00	\$ 200.00	\$ 200.00	
9	Parks and Recreation Directors Conference		\$ 150.00	\$ 150.00	\$ 150.00	
10	1 day workshops/teleconferences		\$ 500.00	\$ 350.00	\$ 350.00	
11	Eastern NC Landscape Conf. & Trade Show at Nash Community					
12	College (2 people)		\$ 90.00	\$ 90.00	\$ 90.00	
13	Southeastern Turn Conference - Myrtle Beach, SC (3 people)		\$ 240.00	\$ 240.00	\$ 240.00	
14						
15						
16						
17						
18						
19						
	Total - 2323 Other Training	\$ 1,555.00	\$ 5,830.00	\$ 4,305.00	\$ 4,305.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22
Fund: 11-General Fund
Dept #: Parks & Recreation - 7460
Division: Parks & Recreation - 7460
Account: 3121 Travel

Dept. Head: Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenditures cleared as of March 16, 2021	\$ 114.00				
2						
3						
4	Hotel Room & Meals for NCRPA Annual Conf. (10 people)	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	
5	Hotel Room & Meals for Marketing & Events Summit (2 people)	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	
6	Hotel Room & Meals for LeadHership (7 people)	\$ -	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	
7	Special Pops Outings (Meals, fees, tickets for staff supervising groups)	\$ -	\$ 500.00	\$ 300.00	\$ 300.00	
8	Hotel Room & Meals for NCRPA TR Conference	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	
9	Hotel Room & Meals for NC Parks & Recreation Directors Conference	\$ -	\$ 350.00	\$ 350.00	\$ 350.00	
10	Rental Car, Hotel & Meals for SE Turf Conf. in Myrtle Beach, SC (3 ppl)	\$ -	\$ 475.00	\$ 475.00	\$ 475.00	
11	Lunch for EC Landscape & Trade Show at Nash Comm. Coll. (2 ppl)	\$ -	\$ 30.00	\$ 30.00	\$ 30.00	
12	Meals/Parking for other 1 day workshops/teleconferences	\$ -	\$ 150.00	\$ 100.00	\$ 100.00	
13	50+ Outings (Meals, fees, tickets for staff supervising group)	\$ -	\$ 500.00	\$ 300.00	\$ 300.00	
14	Per CM cut 5/21/21			\$ (2,000.00)	\$ (2,000.00)	
15						
16						
17						
18						
19						
20						
21						
	Total - 3121 Travel	\$ 114.00	\$ 6,305.00	\$ 2,855.00	\$ 2,855.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Felicia Brown

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenditures cleared as of March 26, 2021	\$ 59,875.23				
2	Sunday in the Park (Sound Tech)		\$ 600.00	\$ 600.00	\$ 600.00	
3	Special Pops Dances - DJ service; A Day in the Park - DJ service	\$ -	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00	
4	50+ Dances - DJ service	\$ -	\$ 825.00	\$ 600.00	\$ 600.00	
5	Photo Booth, face painter, gaming truck, SS stables, Party & Paint	\$ -	\$ 2,050.00	\$ 1,500.00	\$ 1,500.00	
6	Santa for Jingle in the Park		\$ 900.00	\$ 900.00	\$ 900.00	
7	Soccer Officials	\$ 6,500.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	
8	Baseball/Softball Officials	\$ 2,500.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	
9	Basketball Officials	\$ -	\$ 5,160.00	\$ 5,160.00	\$ 5,160.00	
10	Holden Temp Labor Services - 1 year round; 3 spring/summer	\$ 20,000.00	\$ 60,320.00	\$ 35,000.00	\$ 35,000.00	
11	Flag Football Officials	\$ -	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	
12	HVAC Service for WA Foster, Herman Park Center & Sr House,					
13	TC Coley, Bryan MSCX, Peacock Maint.		\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
14	Pest Control		\$ 2,880.00	\$ 2,880.00	\$ 2,880.00	
15	Basketball Goals Maintenance at WA Foster	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
16	NC Party Pals	\$ -	\$ -	\$ -	\$ -	
17	Snap It Photo Booth	\$ -	\$ -	\$ -	\$ -	
18	Unifirst - Floor Matts for City Facilities		\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	
19	Leak Locators	\$ 2,550.00				
20	Per CM 5/17/21 9:00 am cut to \$100K			\$ (14,640.00)	\$ (14,640.00)	
Total - 3914 Contract Services		\$ 95,425.23	\$ 145,935.00	\$ 100,000.00	\$ 100,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenditures as of March 16, 2021	\$ 1,366.00				
2	NCRPA Statewide Athletic Conf. Fees		\$ 200.00	\$ 200.00	\$ 200.00	
3	Sports Turf Managers Association Membership		\$ 120.00	\$ 120.00	\$ 120.00	
4	NCBRTL (D'Leeshia)		\$ 80.00	\$ 80.00	\$ 80.00	
5	NCTRC (D'Leeshia)		\$ 80.00	\$ 80.00	\$ 80.00	
6	NRPA Membership	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	
7	NCRPA Agency Membership	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00	
8	NC Youth Soccer Association (allows us to play under name)	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
9	Little League Baseball (allows us to play under name)	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
10						
	Total - 4912 Fees & Dues	\$ 4,011.00	\$ 6,625.00	\$ 6,625.00	\$ 6,625.00	

FISCAL YEAR 2021-2022 BUDGET

DEPARTMENT/DIVISION: PARKS & RECREATION – GOLF COURSE

DEPARTMENT OVERVIEW:

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

GOALS/MAJOR OBJECTIVES:

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

SIGNIFICANT BUDGET ISSUES:

- Costly repairs due to continued use of aging golf maintenance equipment.
- Loss of revenue due to not having more golf carts in inventory.
- Increase in acreage to maintain, while FT staff have been decreased.

EXPENDITURE SHEET Fiscal Year FY21-22											
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							
							FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request					
1210	Salaries & Wages Regular	\$ 145,356.17	\$ 112,734.71	\$ 112,734.71	\$ 114,913.95	\$ 176,909.89	56.93%	\$ 131,545.21	16.69%	\$ 148,176.47	31.44%
1220	Salaries & Wages Overtime	\$ 1,180.06	\$ 1,200.00	\$ 1,200.00	\$ -	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
1224	Cell Phone Stipend	\$ 27.69	\$ 720.00	\$ 720.00	\$ -	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
1260	Salaries & Wages Part-Time	\$ 114,580.78	\$ 79,000.00	\$ 79,000.00	\$ 65,858.31	\$ 85,000.00	7.59%	\$ 65,998.00	-16.46%	\$ 65,998.00	-16.46%
1262	Salaries & Wages Perm. Part-Time	\$ 2,624.51	\$ 61,000.00	\$ 61,000.00	\$ 54,139.62	\$ 68,201.22	11.81%	\$ 68,201.22	11.81%	\$ 35,730.00	-41.43%
1275	Salaries & Wages Bonus	\$ 515.83	\$ -	\$ -	\$ 411.14	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 236.46	\$ -	\$ -	\$ 450.06	\$ 475.00	*	\$ 475.00	*	\$ 900.00	~
1279	Moving Allowance	\$ 1,853.32			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 20,325.83	\$ 19,481.08	\$ 19,481.08	\$ 18,036.64	\$ 25,419.89	30.49%	\$ 20,495.84	5.21%	\$ 19,316.59	-0.84%
1821	NCLGERS-Retirement	\$ 15,050.80	\$ 17,934.35	\$ 17,934.35	\$ 17,326.24	\$ 37,581.56	109.55%	\$ 22,837.31	27.34%	\$ 21,093.88	17.62%
1822	401-K Retirement	\$ 6,005.51	\$ 7,026.19	\$ 7,026.19	\$ 6,789.57	\$ 13,291.44	89.17%	\$ 8,076.86	14.95%	\$ 7,460.26	6.18%
1830	Hospital Insurance	\$ 12,171.75	\$ 13,080.00	\$ 13,080.00	\$ 12,912.00	\$ 25,824.00	97.43%	\$ 19,368.00	48.07%	\$ 25,824.00	97.43%
1835	Group Term Life Insurance Coverage	\$ 69.82	\$ 190.80	\$ 190.80	\$ 76.32	\$ 152.64	*	\$ 152.64	*	\$ 114.48	*
1850	Unemployment Compensation		\$ 119.00	\$ 119.00	\$ 50.13	\$ 80.00	*	\$ 80.00	*	\$ 80.00	*
1860	Worker's Compensation	\$ 2,818.80	\$ 2,465.00	\$ 2,465.00	\$ 2,997.94	\$ 3,088.00	25.27%	\$ 3,088.00	25.27%	\$ 3,088.00	25.27%
	Total Salaries & Benefits	\$ 322,817.33	\$ 314,951.13	\$ 314,951.13	\$ 293,961.92	\$ 437,723.64	38.98%	\$ 342,018.08	8.59%	\$ 329,481.68	4.61%
1915	Bank Fees	\$ 18,283.18	\$ 14,500.00	\$ 14,500.00	\$ 25,259.02	\$ 23,500.00	62.07%	\$ 23,500.00	62.07%	\$ 23,500.00	62.07%
1931	Medical Treatment	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
1932	Medical Exams	\$ 152.75	\$ 350.00	\$ 350.00	\$ -	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
2111	Cleaning Supplies	\$ 28.06	\$ 1,200.00	\$ 1,200.00	\$ 500.00	\$ 1,000.00	-16.67%	\$ 500.00	*	\$ 500.00	*
2121	Uniforms	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	25.00%	\$ 1,000.00	-50.00%	\$ 1,000.00	-50.00%
2123	Protective Clothing	\$ -	\$ 500.00	\$ 500.00	\$ 200.00	\$ 500.00	*	\$ 250.00	*	\$ 250.00	*
2124	Shoes-Steel Toe	\$ 247.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 600.00	50.00%	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 114.16	\$ 200.00	\$ 200.00	\$ 50.00	\$ 200.00	*	\$ 50.00	*	\$ 50.00	*
2323	Other Training	\$ 610.00	\$ 1,505.00	\$ 1,505.00	\$ -	\$ 1,700.00	12.96%	\$ 1,200.00	-20.27%	\$ 1,200.00	-20.27%
2391	First Aid	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 250.00	\$ 750.00	-25.00%	\$ 200.00	*	\$ 200.00	*
2501	Vehicle Operation/Maintenance	\$ 4,924.88	\$ 6,500.00	\$ 6,500.00	\$ 3,500.00	\$ 4,000.00	-38.46%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 1,079.97	\$ 3,900.00	\$ 3,900.00	\$ 1,150.00	\$ 2,500.00	-35.90%	\$ -	*	\$ -	*
2591	Fuel For Equipment	\$ 13,850.91	\$ 20,000.00	\$ 20,000.00	\$ 16,000.00	\$ 20,000.00	0.00%	\$ 14,500.00	-27.50%	\$ 14,500.00	-27.50%
2601	Office Supplies	\$ 984.32	\$ 712.00	\$ 712.00	\$ 700.00	\$ 1,200.00	68.54%	\$ 300.00	*	\$ 300.00	*
2920	Pro Shop Expense	\$ 35,850.85	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	16.67%	\$ 25,000.00	-16.67%	\$ 26,000.00	-13.33%
2933	Concessions Resale-GOLF				\$ 20,000.00	\$ 20,000.00	~	\$ 10,000.00	~	\$ 11,000.00	~
2989	Operational Supplies - Maint.	\$ 11.53			\$ -	\$ -	*	\$ -	*	\$ -	*
2991	Mosquito Control	\$ 265.81			\$ -	\$ -	*	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 46,617.96	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 55,000.00	10.00%	\$ 45,000.00	-10.00%	\$ 45,000.00	-10.00%
2994	Tools	\$ 1,835.78	\$ 1,125.00	\$ 1,125.00	\$ 1,100.00	\$ 6,500.00	477.78%	\$ 1,100.00	-2.22%	\$ 1,100.00	-2.22%
3121	Travel	\$ 3,545.33	\$ 1,750.00	\$ 1,750.00	\$ 200.75	\$ 2,800.00	60.00%	\$ 1,600.00	-8.57%	\$ 1,600.00	-8.57%
3250	Postage	\$ 159.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 250.00	*	\$ -	*	\$ -	*
3310	Electricity	\$ 15,497.15	\$ 18,750.00	\$ 18,750.00	\$ 17,370.86	\$ 15,000.00	-20.00%	\$ 15,000.00	-20.00%	\$ 17,500.00	-6.67%
3421	Copy Machine Cost	\$ -	\$ -	\$ -	\$ 308.75	\$ 1,235.00	~	\$ 1,235.00	~	\$ 1,235.00	~
3511	Building Maintenance	\$ 2,989.52	\$ 2,750.00	\$ 2,750.00	\$ 2,250.00	\$ 3,500.00	27.27%	\$ 1,500.00	-45.45%	\$ 1,500.00	-45.45%
3522	Machine/Equipment Maintenance	\$ 30,369.59	\$ 21,250.00	\$ 21,250.00	\$ 21,250.00	\$ 21,250.00	0.00%	\$ 20,000.00	-5.88%	\$ 20,000.00	-5.88%

EXPENDITURE SHEET											
Fiscal Year FY21-22											
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						

JUSTIFICATION SHEET			Fiscal Year FY21-22	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. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		Sum to pay authorized positions for the fiscal year	\$ 114,913.95	\$ 176,909.89	\$ 131,545.21	\$ 148,176.47
1220	Salaries & Wages Overtime		Sum to pay staff overtime due to unexpected emergencies including but not limited to emergency repairs and events	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
1224	Cell Phone Stipend		O Agbasi; D Anderson	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
1260	Salaries & Wages Part-Time		Sum to pay pooled PT Pro Shop and Maintenance Staff; increase due to extending golf course operational hours during the summer months	\$ 65,858.31	\$ 85,000.00	\$ 65,998.00	\$ 65,998.00
1262	Salaries & Wages Perm. Part-Time		Sum to pay PPT positions for the fiscal year	\$ 54,139.62	\$ 68,201.22	\$ 68,201.22	\$ 35,730.00
1275	Salaries & Wages Bonus		Sum to pay bonus pay to eligible staff	\$ 411.14	\$ -	\$ -	\$ -
1278	Wellness Earnings		Wellness benefit to eligible employees	\$ 450.06	\$ 475.00	\$ 475.00	\$ 900.00
1279	Moving Allowance			\$ -	\$ -	\$ -	
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 18,036.64	\$ 25,419.89	\$ 20,495.84	\$ 19,316.59
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 17,326.24	\$ 37,581.56	\$ 22,837.31	\$ 21,093.88
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 6,789.57	\$ 13,291.44	\$ 8,076.86	\$ 7,460.26
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 12,912.00	\$ 25,824.00	\$ 19,368.00	\$ 25,824.00
1835	Group Term Life Insurance Coverage		multiply the group term life insurance and AD&D cost \$3.18 per month per Employee for \$20,000 of coverage	\$ 76.32	\$ 152.64	\$ 152.64	\$ 114.48
1850	Unemployment Compensation		Provided by Finance	\$ 50.13	\$ 80.00	\$ 80.00	\$ 80.00
1860	Worker's Compensation		Provided by Finance	\$ 2,997.94	\$ 3,088.00	\$ 3,088.00	\$ 3,088.00
Total Salaries & Benefits				\$ 293,961.92	\$ 437,723.64	\$ 342,018.08	\$ 329,481.68
1915	Bank Fees		Used Feb2020-June2020 fees and added to FY20-21 Activity Cost through January 2021--Express Pay Fees is for REC1 shopping cart Split 1/2 7460 & 1/2 7461 for FY21 & FY22	\$ 25,259.02	\$ 23,500.00	\$ 23,500.00	\$ 23,500.00
1931	Medical Treatment			\$ -	\$ 250.00	\$ 250.00	\$ 250.00
1932	Medical Exams			\$ -	\$ 350.00	\$ 350.00	\$ 350.00
2111	Cleaning Supplies		Purchasing supplies to clean facilities and carts	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00
2121	Uniforms		Cost to outfit full and part-time staff to present unified and professional image to our customers	\$ 2,000.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00
2123	Protective Clothing		Protective clothing for full and part-time staff, including gloves, rain gear and other PPE's	\$ 200.00	\$ 500.00	\$ 250.00	\$ 250.00
2124	Shoes-Steel Toe		Needed for foot protection by eligible staff	\$ 400.00	\$ 600.00	\$ -	\$ -
2203	Employee Appreciation		Request for annual Christmas Party allowance and Retirement celebrations	\$ 50.00	\$ 200.00	\$ 50.00	\$ 50.00

JUSTIFICATION SHEET			Fiscal Year FY21-22	Blue Font - Detail Schedule Requested				
Fund:			11-General Fund	Green Cell - Department Input				
Dept #:			Parks & Recreation - 7461					
Division:			Golf Course - 7461					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2323	Other Training	Y	See Schedule	\$ -	\$ 1,700.00	\$ 1,200.00	\$ 1,200.00	
2391	First Aid		First Aid supplies used in case of injury to staff personnel, volunteers and other program participants	\$ 250.00	\$ 750.00	\$ 200.00	\$ 200.00	
2501	Vehicle Operation/Maintenance		Cover cost for preventive maintenance and repairs on golf carts	\$ 3,500.00	\$ 4,000.00	\$ -	\$ -	
2502	Vehicle Fuel		Gas for all vehicles	\$ 1,150.00	\$ 2,500.00	\$ -	\$ -	
2591	Fuel For Equipment		Fuel (diesel and regular gas) for grounds equipment	\$ 16,000.00	\$ 20,000.00	\$ 14,500.00	\$ 14,500.00	
2601	Office Supplies		Legal pads, pens, folders and other general office supplies	\$ 700.00	\$ 1,200.00	\$ 300.00	\$ 300.00	
2920	Pro Shop Expense		To purchase Pro Shop supplies needed for resale to the golfing public including but not limited to shirts, gloves, balls, hats, bags, clubs (Golf Equipment)	\$ 30,000.00	\$ 35,000.00	\$ 25,000.00	\$ 26,000.00	
2933	Concessions Resale-GOLF		All Concessions including beer, wine, soft drinks, water, gatorade, snacks, hot dogs, etc.	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 11,000.00	
2989	Operational Supplies - Maint.			\$ -	\$ -	\$ -	\$ -	
2991	Mosquito Control			\$ -	\$ -	\$ -	\$ -	
2993	Operational Supplies		Items needed for golf course operations including but not limited to rock, chemicals, flag sticks and cups, marking paint, range balls, golf clinic materials, replacement mats for driving range, fence and supplies and landscape flowers	\$ 50,000.00	\$ 55,000.00	\$ 45,000.00	\$ 45,000.00	
2994	Tools		General tools and equipment lift	\$ 1,100.00	\$ 6,500.00	\$ 1,100.00	\$ 1,100.00	
3121	Travel	Y	See Schedule	\$ 200.75	\$ 2,800.00	\$ 1,600.00	\$ 1,600.00	
3250	Postage		Mailing correspondence	\$ 200.00	\$ 250.00	\$ -	\$ -	
3310	Electricity		Sum for electricity costs for golf course	\$ 17,370.86	\$ 15,000.00	\$ 15,000.00	\$ 17,500.00	
3421	Copy Machine Cost			\$ 308.75	\$ 1,235.00	\$ 1,235.00	\$ 1,235.00	
3511	Building Maintenance		Electrical and plumbing needs, general building maintenance needs inclusive of carpet cleaning	\$ 2,250.00	\$ 3,500.00	\$ 1,500.00	\$ 1,500.00	
3522	Machine/Equipment Maintenance		Parts and supplies, grease and lubricants, irrigation maintenance, motors	\$ 21,250.00	\$ 21,250.00	\$ 20,000.00	\$ 20,000.00	
3700	Advertising		Billboards, publications, radio and social media	\$ 7,454.00	\$ 7,500.00	\$ 4,000.00	\$ 4,000.00	
3812	Cash Over/Short					\$ -	\$ -	
3914	Contract Services	Y	See Schedule	\$ 2,023.07	\$ 4,480.00	\$ 4,480.00	\$ 4,480.00	
3994	Tree Service		Remove dead and damaged trees	\$ 14,500.00	\$ 17,500.00	\$ -	\$ -	
4391	Equipment Rent		Golf cart rental for tournaments, heavy equipment rental for maintenance, generators and other rental equipment	\$ 2,500.00	\$ 20,000.00	\$ 5,000.00	\$ 9,036.39	
4511	Multi-Peril Insurance		Provided by Finance	\$ 2,813.80	\$ 2,898.00	\$ 2,898.00	\$ 2,898.00	
4521	Auto Liability		Provided by Finance	\$ 2,267.00	\$ 2,335.00	\$ 2,335.00	\$ 2,335.00	
4541	Employee Personal Liability		Provided by Finance	\$ 35.15	\$ 36.00	\$ 36.00	\$ 36.00	

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Felicia Brown		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Parks & Recreation - 7461					
Division:		Golf Course - 7461					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4911	Subscriptions	Y		\$ -	\$ -	\$ -	\$ -
4912	Fees & Dues	Y	See Schedule	\$ 3,174.00	\$ 4,240.00	\$ 4,240.00	\$ 4,240.00
4990	Equipment Expense		Blowers, weed eaters, rakes and shovels	\$ 250.00	\$ 1,000.00	\$ 300.00	\$ 300.00
9561	Office Supplies		Copy paper and envelopes from City storeroom	\$ 172.00	\$ 200.00	\$ 200.00	\$ 200.00
2501A	Fleet Charges Internal Use Only!		Cover cost for preventive maintenance and repairs on golf carts			\$ 3,500.00	\$ 3,500.00
2502A	Vehicle Fuel-Internal Charges		Gas for all vehicles			\$ 2,300.00	\$ 2,300.00
3250A	Postage-Internal Charges only!		Mailing correspondence			\$ 75.00	\$ 75.00
Total Operating Expenditures				\$ 227,878.40	\$ 279,774.00	\$ 191,899.00	\$ 200,435.39
5101	Computer Work Station		Irrigation Computer		\$ 25,000.00	\$ -	\$ -
5136	All Terrain Vehicle			\$ 8,684.04	\$ -	\$ -	\$ -
5201	Computer System		Golf Simulator		\$ 40,000.00	\$ -	\$ -
5817	Golf Course Improvements		Cart Path Paving		\$ 9,600.00	\$ -	\$ -
5865	Chemical Sprayer		Workman with sprayer accessory		\$ 40,000.00	\$ -	\$ -
5938	Golf Course				\$ -	\$ -	\$ -
Total Capital Outlay				\$ 8,684.04	\$ 114,600.00	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Parks & Recreation-Golf Course Budget				\$ 530,524.36	\$ 832,097.64	\$ 533,917.08	\$ 529,917.07

Fiscal Year
Capital Outlay FY21-22
Fund: 11-General Fund Dept. Head-Felicia Brow
Dept #: Parks & Recreation - 7461
Division: Golf Course - 7461

		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5865		Workmen 3300-D Sprayer	\$ 34,000.00	\$ 3,381.00		\$ 14,000.00	\$ 2,200.00	\$ 800.00	N	1	Golf Course Chemical Sprayer	This equipment is currently down and needs a new transmission and engine to get it operational. Golf Course cannot do without a sprayer that applies chemicals to the fairways and greens. This equipment was bought 25+ years ago.	\$ 40,000.00	\$ -	\$ -	N
2	5101		Irrigation Computer		\$ -					N	2	Irrigation Computer for GC	Updated computer and software to effectively run the golf course irrigation system.	\$ 25,000.00	\$ -	\$ -	N
3	5817		Driving Range Cart Path							N	3	Driving Range Cart Path	Currently, the path at the driving range is laid with gravel. When wet, it is difficult for golfers to access the teeing grounds. The current path is also hard on the golf carts.	\$ 9,600.00	\$ -	\$ -	N
4	5201		Golf Simulator							N	4	Golf Course Simulator	This is a SURE way to increase revenue at our golf course. The system will pay for itself in less than 16 months, requires little to no maintenance and self monitoring.	\$ 40,000.00	\$ -	\$ -	N
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital				\$ 34,000.00		\$ -	\$ 14,000.00	\$ 2,200.00	\$ 800.00					\$ 114,600.00	\$ -	\$ -	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenses as of March 19, 2021		\$ -	\$ -	\$ -	
2	Cert. Program to Advance Golf Exec. Management (Obie)		\$ 500.00	\$ -	\$ -	
3	OSHA Hazmat Trainings		\$ 200.00	\$ 200.00	\$ 200.00	
4	Pesticide Certification		\$ 200.00	\$ 200.00	\$ 200.00	
5	GSSA Certification - CPSI Test and Class (Doug)		\$ 500.00	\$ 500.00	\$ 500.00	
6	Other Trainings/Certifications		\$ 300.00	\$ 300.00	\$ 300.00	
7						
8						
9						
10						
	Total - 2323 Other Training	\$ -	\$ 1,700.00	\$ 1,200.00	\$ 1,200.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenses as of March 19, 2021	\$ 0.75	\$ 1,200.00	\$ -	\$ -	
2	Carolinas PGA Conferences - Greensboro, NC (2)		\$ 400.00	\$ 400.00	\$ 400.00	
3	PGA Golf Show - Orlando, FL ... Education Sessions/Merchandise (2)		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
4	PGA Chapter Meetings	\$ 200.00				
5						
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ 200.75	\$ 2,800.00	\$ 1,600.00	\$ 1,600.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenses as of March 19, 2021	\$ 2,023.07	\$ -	\$ -	\$ -	
2	HVAC Service for Pro Shop and Maintenance Shop		\$ 940.00	\$ 940.00	\$ 940.00	
3	Pest Control		\$ 540.00	\$ 540.00	\$ 540.00	
4	Emergency Contracted Services		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
5						
6						
7						
8						
9						
10						
	Total - 3914 Contract Services	\$ 2,023.07	\$ 4,480.00	\$ 4,480.00	\$ 4,480.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Expenditures as of March 19, 2021	\$ 1,694.00				
2	PGA Dues Obie / JJ	\$ 980.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
3	CGCSA (Doug)	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00	
4	NCDHHS (Grill License)	\$ -	\$ 120.00	\$ 120.00	\$ 120.00	
5	Sam' Club Membeship	\$ -	\$ 20.00	\$ 20.00	\$ 20.00	
6	Carolina Golf Association (Handicap Fees)	\$ 300.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
7	State of NC Beverage Permit		\$ 800.00	\$ 800.00	\$ 800.00	
8		\$ -	\$ -	\$ -	\$ -	
9						
10						
	Total - 4912 Fees & Dues	\$ 3,174.00	\$ 4,240.00	\$ 4,240.00	\$ 4,240.00	

EXPENDITURE SHEET											
Fiscal Year FY21-22											
Fund:	11-General Fund			Dept. Head	Catherine Gwynn						
Dept #:	8101	Finance	~ = Division by Zero								
Division:	8101	Transfers & Shared Services		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1276	Salary Reserve	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
1860	Worker's Compensation	\$ -			\$ -	\$ 150,000.00	~	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	~	\$ -	*	\$ -	*
81002	Transfer to Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 758,741.00	~	\$ 758,741.00	~
81003	Transfer to Capital Projects	\$ 1,174,922.00	\$ 4,236.00	\$ 22,607.18	\$ -	\$ 685,243.00	16076.65%	\$ 685,243.00	16076.65%	\$ 685,243.00	16076.65%
81004	Transfer to Special Revenue Fund	\$ 10,980.00	\$ -	\$ -	\$ 18,371.18	\$ -	*	\$ -	*	\$ -	*
81005	Transfer to Capital Reserve Fund	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
81012	Transfer to Utilities Fund	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 290,592.00	28959.20%	\$ 290,592.00	28959.20%	\$ 290,592.00	28959.20%
	Total Transfers	\$ 1,186,902.00	\$ 5,236.00	\$ 23,607.18	\$ 19,371.18	\$ 976,835.00	18556.13%	\$ 1,735,576.00	33046.98%	\$ 1,735,576.00	33046.98%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance-Transfers & Shared Services Budge	\$ 1,186,902.00	\$ 5,236.00	\$ 23,607.18	\$ 19,371.18	\$ 1,126,835.00	21420.91%	\$ 1,735,576.00	33046.98%	\$ 1,735,576.00	33046.98%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		11-General Fund				Green Cell - Department Input	
Dept #:		Finance - 8101					
Division:		Transfers & Shared Services - 8101					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1276	Salary Reserve				\$ -	\$ -	\$ -
1860	Worker's Compensation		Estimate based on current year claims	\$ -	\$ 150,000.00	\$ -	\$ -
	Total Salaries & Benefits			\$ -	\$ 150,000.00	\$ -	\$ -
81002	Transfer to Fund Balance		Per CM 5/27/21 3 cent tax increase to build fund balance.	\$ -	\$ -	\$ 758,741.00	\$ 758,741.00
81003	Transfer to Capital Projects		Tiger VIII Streetscape Match (R1103) (FY21 match was cut out of budget to balance)	\$ -	\$ 685,243.00	\$ 685,243.00	\$ 685,243.00
81004	Transfer to Special Revenue Fund		Match for FEMA GO Grant Source Capture Vent System Fund R1104	\$ 18,371.18	\$ -	\$ -	\$ -
81005	Transfer to Capital Reserve Fund			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
81012	Transfer to Utilities Fund		Final loan repayment to Utility fund for advance on police settlement lawsuit 2014	\$ -	\$ 290,592.00	\$ 290,592.00	\$ 290,592.00
	Total Transfers			\$ 19,371.18	\$ 976,835.00	\$ 1,735,576.00	\$ 1,735,576.00
					\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Finance-Transfers & Shared Services Bud			\$ 19,371.18	\$ 1,126,835.00	\$ 1,735,576.00	\$ 1,735,576.00

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund:		11-General Fund		Dept. Head							
Dept #:		8111	Debt Service		~ = Division by Zero						
Division:		8111	~		* = Change < \$500						
Purple Cell-Finance Input											
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ 3,725.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 10,050.00	35.81%	\$ 10,050.00	35.81%	\$ 10,050.00	35.81%
	Total Operating Expenditures	\$ 3,725.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 10,050.00	35.81%	\$ 10,050.00	35.81%	\$ 10,050.00	35.81%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7100	Bond Principal	\$ 566,966.00	\$ 699,320.00	\$ 699,320.00	\$ 699,320.00	\$ 691,400.00	-1.13%	\$ 691,400.00	-1.13%	\$ 691,400.00	-1.13%
7131	Golf Course Equipment Loan	\$ 42,064.74	\$ 56,086.00	\$ 56,086.00	\$ 56,086.00	\$ 14,100.00	-74.86%	\$ 14,100.00	-74.86%	\$ 14,100.00	-74.86%
7132	Recreation Center Loan Payment	\$ 491,335.80	\$ 627,193.00	\$ 627,193.00	\$ 627,193.00	\$ 613,100.00	-2.25%	\$ 613,100.00	-2.25%	\$ 613,100.00	-2.25%
7160	Lease Purchase Payment	\$ 1,813,831.64	\$ 1,290,958.00	\$ 1,290,958.00	\$ 1,290,958.00	\$ 1,446,700.00	12.06%	\$ 1,446,700.00	12.06%	\$ 1,446,700.00	12.06%
7161	City Hall Loan Payment	\$ 400,373.16	\$ 378,172.00	\$ 378,172.00	\$ 378,172.00	\$ 468,300.00	23.83%	\$ 468,300.00	23.83%	\$ 468,300.00	23.83%
7164	Paramount Loan Payment	\$ 299,821.08	\$ 201,831.00	\$ 201,831.00	\$ 201,831.00	\$ 378,200.00	87.38%	\$ 378,200.00	87.38%	\$ 378,200.00	87.38%
7165	Streetscape Debt Svc	\$ 69,344.76	\$ 66,432.00	\$ 66,432.00	\$ 66,432.00	\$ -	*	\$ -	*	\$ -	*
7167	Tiger Match/Settlement Loan	\$ 343,228.00	\$ 335,579.00	\$ 335,579.00	\$ 335,579.00	\$ 328,000.00	-2.26%	\$ 328,000.00	-2.26%	\$ 328,000.00	-2.26%
7168	Police Settlement Payment	\$ 193,417.50	\$ 190,145.00	\$ 190,145.00	\$ 190,145.00	\$ 186,400.00	-1.97%	\$ 186,400.00	-1.97%	\$ 186,400.00	-1.97%
7171	Police Evidence Loan	\$ 512,644.83	\$ 522,693.00	\$ 522,693.00	\$ 522,693.00	\$ 510,700.00	-2.29%	\$ 510,700.00	-2.29%	\$ 510,700.00	-2.29%
7172	Herman Park Center Loan				\$ -	\$ -	*	\$ -	*	\$ -	*
7173	SJAFB Comm Refuse Eq Loan	\$ 68,419.88	\$ 68,526.00	\$ 68,526.00	\$ 68,526.00	\$ 68,100.00	-0.62%	\$ 68,100.00	-0.62%	\$ 68,100.00	-0.62%
7174	Corr D#004-GE, 019-GE & 021-GE	\$ 694,528.00			\$ -	\$ -	*	\$ -	*	\$ -	*
7200	Bond Interest	\$ 452,508.03	\$ 413,957.00	\$ 413,957.00	\$ 413,957.00	\$ 379,500.00	-8.32%	\$ 379,500.00	-8.32%	\$ 379,500.00	-8.32%
	Total Debt Service	\$ 5,948,483.42	\$ 4,850,892.00	\$ 4,850,892.00	\$ 4,850,892.00	\$ 5,084,500.00	4.82%	\$ 5,084,500.00	4.82%	\$ 5,084,500.00	4.82%
	Total Debt Service~~ Budget	\$ 5,952,208.42	\$ 4,858,292.00	\$ 4,858,292.00	\$ 4,858,292.00	\$ 5,094,550.00	4.86%	\$ 5,094,550.00	4.86%	\$ 5,094,550.00	4.86%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			11-General Fund		Green Cell - Department Input			
Dept #:			Debt Service - 8111					
Division:			~ - 8111					
			Dept. Head-					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
4920	Arbitrage Rebate Fees			Bingham Arbitrage Services - 001-E \$13M \$900; 007-G \$9.1M \$900; 019-GE \$7.5M \$1300; 020-G \$12.9M \$1300; 025-G \$5.3M \$1300; 026-G \$4.5M \$1300; 032-G \$11.7M \$1300; new debt \$750; price increase \$1000	\$ 7,400.00	\$ 10,050.00	\$ 10,050.00	\$ 10,050.00
	Total Operating Expenditures				\$ 7,400.00	\$ 10,050.00	\$ 10,050.00	\$ 10,050.00
						\$ -	\$ -	\$ -
	Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
7100	Bond Principal			Per Debt Service Schedules	\$ 699,320.00	\$ 691,400.00	\$ 691,400.00	\$ 691,400.00
7131	Golf Course Equipment Loan			Per Debt Service Schedules	\$ 56,086.00	\$ 14,100.00	\$ 14,100.00	\$ 14,100.00
7132	Recreation Center Loan Payment			Per Debt Service Schedules	\$ 627,193.00	\$ 613,100.00	\$ 613,100.00	\$ 613,100.00
7160	Lease Purchase Payment			Per Debt Service Schedules	\$ 1,290,958.00	\$ 1,446,700.00	\$ 1,446,700.00	\$ 1,446,700.00
7161	City Hall Loan Payment			Per Debt Service Schedules	\$ 378,172.00	\$ 468,300.00	\$ 468,300.00	\$ 468,300.00
7164	Paramount Loan Payment			Per Debt Service Schedules	\$ 201,831.00	\$ 378,200.00	\$ 378,200.00	\$ 378,200.00
7165	Streetscape Debt Svc			Per Debt Service Schedules	\$ 66,432.00	\$ -	\$ -	\$ -
7167	Tiger Match/Settlement Loan			Per Debt Service Schedules	\$ 335,579.00	\$ 328,000.00	\$ 328,000.00	\$ 328,000.00
7168	Police Settlement Payment			Per Debt Service Schedules	\$ 190,145.00	\$ 186,400.00	\$ 186,400.00	\$ 186,400.00
7171	Police Evidence Loan			Per Debt Service Schedules	\$ 522,693.00	\$ 510,700.00	\$ 510,700.00	\$ 510,700.00
7172	Herman Park Center Loan			Per Debt Service Schedules-loan not expected to be taken by FY22	\$ -	\$ -	\$ -	\$ -
7173	SJAFB Comm Refuse Eq Loan			Per Debt Service Schedules	\$ 68,526.00	\$ 68,100.00	\$ 68,100.00	\$ 68,100.00
7174	Corr D#004-GE, 019-GE & 021-GE			Per Debt Service Schedules		\$ -	\$ -	\$ -
7200	Bond Interest			Per Debt Service Schedules	\$ 413,957.00	\$ 379,500.00	\$ 379,500.00	\$ 379,500.00
	Total Debt Service				\$ 4,850,892.00	\$ 5,084,500.00	\$ 5,084,500.00	\$ 5,084,500.00
	Total Debt Service-~ Budget				\$ 4,858,292.00	\$ 5,094,550.00	\$ 5,094,550.00	\$ 5,094,550.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	Blue Font - Detail Schedule Requested
Fund:	1110-General Fund Capital Reserve	Dept. Head-Catherine Gwynn
Dept #:	Revenues-General Fund Capital Reserve - 1110-8000	Green Cell - Department Input
Division:	~ - 1110-8000	

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
58011 Transfer From General Fund		Pay-Go for Future Capital Outlay	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Total-Transfers & Shared Services-0008			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8583 Fund Balance Withdrawal		None	\$ -	\$ -	\$ -	\$ -
Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -
Total Revenues-General Fund Capital Reserve-~ E			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

EXPENDITURE SHEET												Fiscal Year FY21-22											
Fund:				1110-8101 General Fund Capital Reserve				Dept. Head		Catherine Gwynn													
Dept #:				1110-8101 Finance				~ = Division by Zero															
Division:				1110-8101 ~				* = Change < \$500															
												Purple Cell-Finance Input											
Object of Expenditure				FY19-20 Actual		FY20-21 Adopted 6/17/2020		FY20-21 Adopted Amended 12/31/2020		Estimated Year End Jun 30		FY21-22 Dept Request		FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)		FY21-22 Manager Recommend. 6/01/21		FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)		FY21-22 Adopted 06/18/21		FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)	
81002 Transfer to Fund Balance				\$ -		\$ 1,000.00		\$ 1,000.00		\$ 1,000.00		\$ 1,000.00		0.00%		\$ 1,000.00		0.00%		\$ 1,000.00		0.00%	
81003 Transfer to Capital Projects				\$ -		\$ -		\$ -		\$ -		\$ -		*		\$ -		*		\$ -		*	
Total Transfers & Shared Services				\$ -		\$ 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 Finance-~ 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%	

JUSTIFICATION SHEET	Fiscal Year FY21-22 Fund: 1110-8101 General Fund Capital Reser Dept. Head-Catherine Gwynn Dept #: Finance - 1110-8101 Division: ~ - 1110-8101	Blue Font - Detail Schedule Requested Green Cell - Department Input
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	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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 Finance-~ Budget			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ % Incr/(Decr)
8269	Stormwater Fee	\$ 1,516,329.75	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,581,026.00	\$ 1,575,000.00	5.00%	\$ 1,575,000.00	5.00%	\$ 1,575,000.00	5.00%
	Total-Charges for Services-0004	\$ 1,516,329.75	\$ 1,500,000.00	\$ 1,500,000.00	\$ 1,581,026.00	\$ 1,575,000.00	5.00%	\$ 1,575,000.00	5.00%	\$ 1,575,000.00	5.00%
8180	Investment Interest	\$ 7,571.55	\$ 8,000.00	\$ 8,000.00	\$ 1,200.00	\$ 1,200.00	-85.00%	\$ 1,200.00	-85.00%	\$ 1,200.00	-85.00%
8267	Loan Proceeds	\$ -	\$ 267,600.00	\$ 267,600.00	\$ 267,600.00	\$ 344,000.00	28.55%	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 7,571.55	\$ 275,600.00	\$ 275,600.00	\$ 268,800.00	\$ 345,200.00	25.25%	\$ 1,200.00	-99.56%	\$ 1,200.00	-99.56%
8583	Fund Balance Withdrawal	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Revenues	\$ 1,523,901.30	\$ 1,775,600.00	\$ 1,775,600.00	\$ 1,849,826.00	\$ 1,920,200.00	8.14%	\$ 1,576,200.00	-11.23%	\$ 1,576,200.00	-11.23%

JUSTIFICATION SHEET Fiscal Year FY21-22 Fund: 15-Stormwater Fund Dept #: Revenues-Stormwater - Revenues Division: ~ - Revenues <div> <div>Dept. Head-Catherine Gwynn</div> <div> Blue Font - Detail Schedule Requested Green Cell - Department Input </div> </div>							
Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	
8269 Stormwater Fee		See Banner Stormwater Fund Revenue trend sheet.	\$ 1,581,026.00	\$ 1,575,000.00	\$ 1,575,000.00	\$ 1,575,000.00	
Total-Charges for Services-0004			\$ 1,581,026.00	\$ 1,575,000.00	\$ 1,575,000.00	\$ 1,575,000.00	
8180 Investment Interest		Per Quarterly Interest Income Allocation.xlsx	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
8267 Loan Proceeds		Amount will depend on capital requests. Tentative borrowing for FY21.	\$ 267,600.00	\$ 344,000.00	\$ -	\$ -	
Total-Capital Returns-0005			\$ 268,800.00	\$ 345,200.00	\$ 1,200.00	\$ 1,200.00	
8583 Fund Balance Withdrawal							
Total-Fund Balance Withdrawal-0009			\$ -	\$ -	\$ -	\$ -	
Total Revenues			\$ 1,849,826.00	\$ 1,920,200.00	\$ 1,576,200.00	\$ 1,576,200.00	

FISCAL YEAR 2021-22 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 expansion 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

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 338,460.19	\$ 430,874.96	\$ 430,874.96	\$ 398,669.92	\$ 433,342.93	0.57%	\$ 458,342.93	6.37%	\$ 458,342.93	6.37%
1220	Salaries & Wages Overtime	\$ 4,456.37	\$ 6,000.00	\$ 6,000.00	\$ 1,800.34	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%	\$ 6,000.00	0.00%
1274	Call Duty Pay	\$ 3,267.86	\$ 3,250.00	\$ 3,250.00	\$ 2,000.00	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%	\$ 3,250.00	0.00%
1275	Salaries & Wages Bonus	\$ 3,507.66	\$ 4,956.00	\$ 4,956.00	\$ 1,541.77	\$ -	*	\$ -	*	\$ -	*
1276	Salary Reserve	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,567.65	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%	\$ 3,600.00	0.00%
1280	Vacation Pay Out	\$ 6,233.64	\$ -	\$ -	\$ 654.70	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 25,873.73	\$ 34,324.09	\$ 34,324.09	\$ 31,232.40	\$ 34,133.76	-0.55%	\$ 36,046.26	5.02%	\$ 36,046.26	5.02%
1821	NCLGERS-Retirement	\$ 32,603.18	\$ 45,810.33	\$ 45,810.33	\$ 41,684.03	\$ 50,464.42	10.16%	\$ 53,291.92	16.33%	\$ 53,291.92	16.33%
1822	401-K Retirement	\$ 14,383.32	\$ 17,947.24	\$ 17,947.24	\$ 16,330.67	\$ 17,847.72	-0.55%	\$ 18,847.72	5.02%	\$ 18,847.72	5.02%
1830	Hospital Insurance	\$ 52,581.96	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00	\$ 78,480.00	0.00%	\$ 81,062.40	3.29%	\$ 81,062.40	3.29%
1835	Group Term Life Insurance Coverage	\$ 225.32	\$ 419.76	\$ 419.76	\$ 419.76	\$ 419.76	*	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation		\$ 187.00	\$ 187.00	\$ 110.00	\$ 136.00	*	\$ 136.00	*	\$ 136.00	*
1860	Worker's Compensation	\$ 22,844.59	\$ 690.00	\$ 690.00	\$ 8,379.75	\$ 864.00	25.22%	\$ 864.00	25.22%	\$ 864.00	25.22%
	Total Salaries & Benefits	\$ 507,005.47	\$ 626,539.38	\$ 626,539.38	\$ 584,903.35	\$ 628,538.59	0.32%	\$ 661,899.15	5.64%	\$ 661,899.15	5.64%
1932	Medical Exams	\$ 334.35	\$ 300.00	\$ 300.00	\$ 353.00	\$ 300.00	*	\$ 300.00	*	\$ 300.00	*
1991	Consultant Fees	\$ 6,700.00	\$ 19,000.00	\$ 19,000.00	\$ 12,700.00	\$ 12,700.00	-33.16%	\$ 12,700.00	-33.16%	\$ 12,700.00	-33.16%
2121	Uniforms	\$ 4,520.30	\$ 6,250.00	\$ 6,250.00	\$ 5,750.00	\$ 6,250.00	0.00%	\$ 6,250.00	0.00%	\$ 6,250.00	0.00%
2123	Protective Clothing	\$ 1,309.58	\$ 2,250.00	\$ 2,250.00	\$ 2,235.00	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%	\$ 2,250.00	0.00%
2124	Shoes-Steel Toe	\$ 807.12	\$ 1,320.00	\$ 1,320.00	\$ 657.72	\$ 1,980.00	50.00%	\$ 1,980.00	50.00%	\$ 1,980.00	50.00%
2203	Employee Appreciation		\$ 176.00	\$ 176.00	\$ 176.00	\$ 176.00	*	\$ 176.00	*	\$ 176.00	*
2323	Other Training	\$ 5,602.50	\$ 5,600.00	\$ 5,600.00	\$ 3,160.00	\$ 5,575.00	-0.45%	\$ 5,575.00	-0.45%	\$ 5,575.00	-0.45%
2501	Vehicle Operation/Maintenance	\$ 71,251.82	\$ 55,000.00	\$ 55,000.00	\$ 54,000.00	\$ 55,000.00	0.00%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 23,251.98	\$ 35,000.00	\$ 35,000.00	\$ 26,000.00	\$ 35,000.00	0.00%	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 53,645.44	\$ 61,326.62	\$ 61,326.62	\$ 45,500.00	\$ 50,000.00	-18.47%	\$ 50,000.00	-18.47%	\$ 50,000.00	-18.47%
2994	Tools	\$ 4,949.86	\$ 5,000.00	\$ 5,000.00	\$ 4,500.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
3121	Travel	\$ 1,011.99	\$ 2,000.00	\$ 2,000.00	\$ 100.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
3210	Telephone	\$ 494.13	\$ 2,820.00	\$ 2,820.00	\$ 1,000.00	\$ 2,820.00	0.00%	\$ 2,820.00	0.00%	\$ 2,820.00	0.00%
3410	Printing	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	*	\$ 250.00	*	\$ 250.00	*
3522	Machine/Equipment Maintenance	\$ 12,499.67	\$ 20,000.00	\$ 20,000.00	\$ 15,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3594	Concrete Repairs	\$ 5,802.68	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 20,000.00	33.33%	\$ 20,000.00	33.33%	\$ 20,000.00	33.33%
3913	Landfill Charges	\$ 41,083.15	\$ 50,000.00	\$ 50,000.00	\$ 35,000.00	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%	\$ 50,000.00	0.00%
3914	Contract Services	\$ 3,750.00	\$ 3,600.00	\$ 3,600.00	\$ 4,200.00	\$ 4,200.00	16.67%	\$ 4,200.00	16.67%	\$ 4,200.00	16.67%
3950	Education Reimbursement	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
3994	Tree Service	\$ -	\$ 50,000.00	\$ 36,962.00	\$ 3,000.00	\$ 36,000.00	-28.00%	\$ 36,000.00	-28.00%	\$ 36,000.00	-28.00%
4221	Software License Fees	\$ -	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	0.00%	\$ 17,000.00	0.00%	\$ 17,000.00	0.00%
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 98.00	\$ 101.00	*	\$ 101.00	*	\$ 101.00	*
4521	Auto Liability	\$ 649.23	\$ 681.00	\$ 681.00	\$ 708.00	\$ 729.00	7.05%	\$ 729.00	7.05%	\$ 729.00	7.05%
4541	Employee Personal Liability	\$ 16.00	\$ 16.00	\$ 16.00	\$ 14.00	\$ 14.00	*	\$ 14.00	*	\$ 14.00	*
4912	Fees & Dues	\$ 150.00	\$ 600.00	\$ 600.00	\$ 810.00	\$ 676.00	12.67%	\$ 676.00	12.67%	\$ 676.00	12.67%
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 55,000.00	~	\$ 55,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 35,000.00	~	\$ 35,000.00	~

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ % Incr/(Decr)
	Total Operating Expenditures	\$ 237,829.80	\$ 355,689.62	\$ 342,651.62	\$ 232,211.72	\$ 330,521.00	-7.08%	\$ 330,521.00	-7.08%	\$ 330,521.00	-7.08%
5136	All Terrain Vehicle				\$ 10,000.00	\$ -	*	\$ -	*	\$ -	*
5150	Excavator	\$ 72,523.60			\$ -	\$ -	*	\$ -	*	\$ -	*
5474	Dump Truck	\$ 75,702.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5490	Street Sweeper		\$ 267,600.00	\$ 280,638.00	\$ 280,000.00	\$ 290,000.00	8.37%	\$ -	*	\$ -	*
5632	Utility Vehicle				\$ -	\$ 54,000.00	~	\$ 54,000.00	~	\$ 54,000.00	~
5678	Snow Plow	\$ 23,530.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5697	Pipe Inspection Camera				\$ -	\$ -	*	\$ -	*	\$ -	*
5991	Storm Drainage Improvements	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5200A	Technology Lease - FY21		\$ 1,566.00	\$ 1,566.00	\$ 1,566.00	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 171,755.60	\$ 269,166.00	\$ 282,204.00	\$ 291,566.00	\$ 344,000.00	27.80%	\$ 54,000.00	-79.94%	\$ 54,000.00	-79.94%
7160	Lease Purchase Payment				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Stormwater Budget	\$ 916,590.87	\$ 1,251,395.00	\$ 1,251,395.00	\$ 1,108,681.07	\$ 1,303,059.59	4.13%	\$ 1,046,420.15	-16.38%	\$ 1,046,420.15	-16.38%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			15-Stormwater Fund		Green Cell - Department Input		
Dept #:			Public Works - 4137				
Division:			Stormwater - 4137				
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		10 employees, 1 Supervisor and 1 Superintendent (1/2 pay)	\$ 398,669.92	\$ 433,342.93	\$ 458,342.93	\$ 458,342.93
1220	Salaries & Wages Overtime		Funds used for overtime hours when crews are called in after hours for recovery efforts or to respond to emergency situations - hurricanes, snow removal, severe thunderstorms, etc.	\$ 1,800.34	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1274	Call Duty Pay		To fund employees for call duty operations. \$125.00/wk x 26wks = \$3,250.	\$ 2,000.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
1275	Salaries & Wages Bonus			\$ 1,541.77		\$ -	\$ -
1276	Salary Reserve					\$ -	\$ -
1278	Wellness Earnings		12 FTEs at \$300 each	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
1280	Vacation Pay Out			\$ 654.70		\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 31,232.40	\$ 34,133.76	\$ 36,046.26	\$ 36,046.26
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 41,684.03	\$ 50,464.42	\$ 53,291.92	\$ 53,291.92
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 16,330.67	\$ 17,847.72	\$ 18,847.72	\$ 18,847.72
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 78,480.00	\$ 78,480.00	\$ 81,062.40	\$ 81,062.40
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	\$ 419.76	\$ 419.76	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance	\$ 110.00	\$ 136.00	\$ 136.00	\$ 136.00
1860	Worker's Compensation		Provided by Finance	\$ 8,379.75	\$ 864.00	\$ 864.00	\$ 864.00
Total Salaries & Benefits				\$ 584,903.35	\$ 628,538.59	\$ 661,899.15	\$ 661,899.15
1932	Medical Exams			\$ 353.00	\$ 300.00	\$ 300.00	\$ 300.00
1991	Consultant Fees	Y		\$ 12,700.00	\$ 12,700.00	\$ 12,700.00	\$ 12,700.00
2121	Uniforms		Funds to provide uniform services for 12 employees. 10 Rentals, 1 Supervisor and 1 Superintendent.	\$ 5,750.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
2123	Protective Clothing		Intended to replace and or purchase PPE for Stormwater crew.	\$ 2,235.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
2124	Shoes-Steel Toe		Increased from \$96 pr to \$150 pr @ 12 employees	\$ 657.72	\$ 1,980.00	\$ 1,980.00	\$ 1,980.00
2203	Employee Appreciation		\$16 each for 11 FTE	\$ 176.00	\$ 176.00	\$ 176.00	\$ 176.00
2323	Other Training	Y	Intended for employees to attend NC LTAP classes	\$ 3,160.00	\$ 5,575.00	\$ 5,575.00	\$ 5,575.00
2501	Vehicle Operation/Maintenance			\$ 54,000.00	\$ 55,000.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 26,000.00	\$ 35,000.00	\$ -	\$ -
2993	Operational Supplies		Funds used to purchase materials and supplies necessary for daily storm water maintenance operations. Such as frame and grates, stormwater pipes of various sizes, dirt, rock...etc.	\$ 45,500.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			15-Stormwater Fund		Green Cell - Department Input		
Dept #:			Public Works - 4137				
Division:			Stormwater - 4137				
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2994	Tools		Funds to purchase hand tools - e.g. shovels, rakes, pitchforks, brooms to use in the daily operation of this division.	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3121	Travel	Y		\$ 100.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
3210	Telephone		Current budget adjusted for (3) iPhones to be used and (1) iPad.	\$ 1,000.00	\$ 2,820.00	\$ 2,820.00	\$ 2,820.00
3410	Printing		Funds to purchase literature and other printed material	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
3522	Machine/Equipment Maintenance		For the replacement of wearable equipment components - e.g. JetVac hoses & nozzles, curtains and brooms for the street sweepers, etc.	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3594	Concrete Repairs		Funds to purchase concrete, cement blocks and stormwater pipe for repairs and new installation for residential requests.		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3913	Landfill Charges		Funds for the disposal of street sweepings, ditch clean out debris and construction debris. Anticipate increase in costs with the additional of a new sweeper and potential to run two on a regular basis vs just one.	\$ 35,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
3914	Contract Services	Y	Licensed trapper for animal control in ditches and streams	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
3950	Education Reimbursement		Currently have 1 employee taking a class, but no others identified at this time for next year.	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3994	Tree Service		Funds to contract large tree removal projects impeding the flow of storm water.	\$ 3,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00
4221	Software License Fees		City Works Software	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 98.00	\$ 101.00	\$ 101.00	\$ 101.00
4521	Auto Liability		Provided by Finance	\$ 708.00	\$ 729.00	\$ 729.00	\$ 729.00
4541	Employee Personal Liability		Provided by Finance	\$ 14.00	\$ 14.00	\$ 14.00	\$ 14.00
4912	Fees & Dues	Y	Pesticides recertifications, annual Stormwater Permit and APWA fees	\$ 810.00	\$ 676.00	\$ 676.00	\$ 676.00
2501A	Fleet Charges Internal Use Only!		Funds for the operation and maintenance of vehicles and equipment assigned to this division.			\$ 55,000.00	\$ 55,000.00
2502A	Vehicle Fuel-Internal Charges		Used for the purchase of fuel for the vehicles and assigned to the Stormwater crew. Increase due to upsurge in fuel prices.			\$ 35,000.00	\$ 35,000.00
Total Operating Expenditures				\$ 232,211.72	\$ 330,521.00	\$ 330,521.00	\$ 330,521.00
5136	All Terrain Vehicle			\$ 10,000.00	\$ -	\$ -	\$ -
5150	Excavator				\$ -	\$ -	\$ -
5474	Dump Truck				\$ -	\$ -	\$ -

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			15-Stormwater Fund		Green Cell - Department Input		
Dept #:			Public Works - 4137				
Division:			Stormwater - 4137				
Dept. Head-Rick Fletcher							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
5490	Street Sweeper		Funds to pay for replacement of 17 year old Tymco sweeper	\$ 280,000.00	\$ 290,000.00	\$ -	\$ -
5632	Utility Vehicle		Replace 15 year old pickup with Utility Vehicle to better meet stormwater applications		\$ 54,000.00	\$ 54,000.00	\$ 54,000.00
5678	Snow Plow				\$ -	\$ -	\$ -
5697	Pipe Inspection Camera				\$ -	\$ -	\$ -
5991	Storm Drainage Improvements				\$ -	\$ -	\$ -
5200A	Technology Lease - FY21			\$ 1,566.00	\$ -	\$ -	\$ -
Total Capital Outlay				\$ 291,566.00	\$ 344,000.00	\$ 54,000.00	\$ 54,000.00
7160	Lease Purchase Payment		Provided by Finance	\$ -	\$ -		
Total Debt Service						\$ -	\$ -
Total Public Works-Stormwater Budget				\$ 1,108,681.07	\$ 1,303,059.59	\$ 1,046,420.15	\$ 1,046,420.15

CAPITAL OUTLAY		Fiscal Year FY21-22																	
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?		
1	5490	E-1007	2004 Tymco	\$ 141,186.00	60,413	\$ 10,000.00	\$ 25,625.72	\$ 27,798.31	\$21,826.68	N	1	2021 Global or Tymco Sweeper	mechanical issues over the past few years. It currently has 60,413 miles and has cost \$116,268 to maintain. We are actively sweeping city streets 6 to 8 hours a day and this sweeper has become mechanically incapbale of	\$290,000.00	\$ -	\$ -	N		
2	5632	P-1055	2006 Chevy Pickup 2dr	\$ 13,127.00	119,826	\$ 2,000.00	\$ 2,916.28	\$ 3,332.72	\$ 1,346.03	N	2	2021 F350 service	This truck is a 15yr old, small pickup with over 118,633 miles. Mechancally it has cost over \$55,368 to maintain over the years. With the increased expectaions and responsibliteis of the stormwater division this small truck has become impractical and obsolete in increased management of and response to storm water applications.	\$ 54,000.00	\$ 54,000.00	\$ 54,000.00	N		
3																			
4																			
5																			
6																			
7																			
8																			
9																			
10																			
Total Capital Outlay				\$ 154,313.00		\$ 12,000.00	\$ 28,542.00	\$ 31,131.03	\$ 23,172.71					\$ 344,000.00	\$ 54,000.00	\$ 54,000.00			

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 15-Stormwater Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 4137							
Division: Stormwater - 4137							
Account: 1991 Consultant Fees							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Annual Stormwater Reports-per Marty Anderson ES&GS Services	\$ 12,700.00	\$ 12,700.00	\$ 12,700.00	\$ 12,700.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 1991 Consultant Fees	\$ 12,700.00	\$ 12,700.00	\$ 12,700.00	\$ 12,700.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 15-Stormwater Fund
Dept #: Public Works - 4137
Division: Stormwater - 4137
Account: 2323 Other Training

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Storm water Hydrology course at NC State x 3 employees		\$ 525.00	\$ 525.00	\$ 525.00	
2	Backhoe operations and safety training x 4 employees		\$ 525.00	\$ 525.00	\$ 525.00	
3	Chemical Spill response OSHA Level II training x 5 employees	\$ 500.00	\$ 525.00	\$ 525.00	\$ 525.00	
4	Pesticides License trainings and certifications		\$ -	\$ -	\$ -	
5	APWA Annual Stormwater Conference fees (3 employees)		\$ 600.00	\$ 600.00	\$ 600.00	
6	APWA Miscellances Courses (NC STATE LTAP)	\$ 750.00	\$ 900.00	\$ 900.00	\$ 900.00	
7	Stormwater Management Training		\$ 500.00	\$ 500.00	\$ 500.00	
8	Water Pollution Control Exams/Class	\$ 510.00	\$ 600.00	\$ 600.00	\$ 600.00	
9	Stormwater Training	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
10						
	Total - 2323 Other Training	\$ 3,160.00	\$ 5,575.00	\$ 5,575.00	\$ 5,575.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Used to furnish meals/rental cars/lodging attending training	\$100.00	\$2,000.00	\$ 2,000.00	\$ 2,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
		Total - 3121 Travel	\$ 100.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 15-Stormwater Fund
Dept #: Public Works - 4137
Division: Stormwater - 4137
Account: 3914 Contract Services

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Fee for trapper of aquatic animal control for ditches/streams	\$4,200.00	\$4,200.00	\$ 4,200.00	\$ 4,200.00	
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total - 3914 Contract Services		\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 15-Stormwater Fund
Dept #: Public Works - 4137
Division: Stormwater - 4137
Account: 4912 Fees & Dues

Dept. Head-Rick Fletcher

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Pesticides and Collections 1 renewals 6@ \$50 ea	\$ 100.00	\$ 300.00	\$ 300.00	\$ 300.00	
2	Annual Stormwater permit fee for the PW Complex	\$ 100.00	\$ 166.00	\$ 166.00	\$ 166.00	
3	Annual APWA renewal	\$ 210.00	\$ 210.00	\$ 210.00	\$ 210.00	
4	NC Industrial Commission	\$ 400.00				
5						
6						
7						
8						
9						
10						
	Total - 4912 Fees & Dues	\$ 810.00	\$ 676.00	\$ 676.00	\$ 676.00	

EXPENDITURE SHEET		Fiscal Year FY21-22									
Fund:	15-Stormwater Fund			Dept. Head	Catherine Gwynn						
Dept #:	8101	Finance	~ = Division by Zero								
Division:	8101	Transfers & Shared Services		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1276	Salary Reserve	\$ -	\$ 8,176.00	\$ 8,176.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ 8,176.00	\$ 8,176.00	\$ -	\$ -	*	\$ -	*	\$ -	*
81002	Transfer to Fund Balance		\$ 32,358.00	\$ 32,358.00	\$ -	\$ -	*	\$ -	*	\$ -	*
81003	Transfer to Capital Projects		\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 325,138.00	30.06%	\$ 237,778.00	-4.89%	\$ 237,778.00	-4.89%
81011	Transfer to General Fund	\$ -	\$ 108,852.00	\$ 108,852.00	\$ -	\$ -	*	\$ -	*	\$ -	*
88102	Shared Services-Genl Fd to Stmwtr	\$ 45,000.00	\$ -	\$ -	\$ 108,852.00	\$ 110,245.00	~	\$ 110,245.00	~	\$ 110,245.00	~
	Total Transfers & Shared Services	\$ 45,000.00	\$ 391,210.00	\$ 391,210.00	\$ 358,852.00	\$ 435,383.00	11.29%	\$ 348,023.00	-11.04%	\$ 348,023.00	-11.04%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance-Transfers & Shared Services Budge	\$ 45,000.00	\$ 399,386.00	\$ 399,386.00	\$ 358,852.00	\$ 435,383.00	9.01%	\$ 348,023.00	-12.86%	\$ 348,023.00	-12.86%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		15-Stormwater Fund				Green Cell - Department Input	
Dept #:		Finance - 8101					
Division:		Transfers & Shared Services - 8101					
	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1276	Salary Reserve			\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits			\$ -	\$ -	\$ -	\$ -
81002	Transfer to Fund Balance						
81003	Transfer to Capital Projects		Transfer to Storwater CPF - T2201	\$ 250,000.00	\$ 325,138.00	\$ 237,778.00	\$ 237,778.00
81011	Transfer to General Fund			\$ -	\$ -	\$ -	\$ -
88102	Shared Services-Genl Fd to Stmwtr		Per Allocation Worksheet	\$ 108,852.00	\$ 110,245.00	\$ 110,245.00	\$ 110,245.00
	Total Transfers & Shared Services			\$ 358,852.00	\$ 435,383.00	\$ 348,023.00	\$ 348,023.00
					\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Finance-Transfers & Shared Services Bud			\$ 358,852.00	\$ 435,383.00	\$ 348,023.00	\$ 348,023.00

EXPENDITURE SHEET											
Fiscal Year FY21-22											
Fund:	15-Stormwater Fund			Dept. Head							
Dept #:	8111	Debt Service		~ = Division by Zero							
Division:	8111	~		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7160	Lease Purchase Payment	\$ 125,084.91	\$ 124,819.00	\$ 124,819.00	\$ 124,819.00	\$ 181,757.00	45.62%	\$ 181,757.00	45.62%	\$ 181,757.00	45.62%
	Total Debt Service	\$ 125,084.91	\$ 124,819.00	\$ 124,819.00	\$ 124,819.00	\$ 181,757.00	45.62%	\$ 181,757.00	45.62%	\$ 181,757.00	45.62%
	Total Debt Service~ Budget	\$ 125,084.91	\$ 124,819.00	\$ 124,819.00	\$ 124,819.00	\$ 181,757.00	45.62%	\$ 181,757.00	45.62%	\$ 181,757.00	45.62%

JUSTIFICATION SHEET		Fiscal Year FY21-22		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. 6/01/21	Adopted 06/18/21
0	0						
	Total Operating Expenditures			\$ -	\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -	\$ -
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 124,819.00	\$ 181,757.00	\$ 181,757.00	\$ 181,757.00
	Total Debt Service			\$ 124,819.00	\$ 181,757.00	\$ 181,757.00	\$ 181,757.00
	Total Debt Service-~ Budget			\$ 124,819.00	\$ 181,757.00	\$ 181,757.00	\$ 181,757.00

EXPENDITURE SHEET		Fiscal Year FY21-22									
Fund:		61-Utilities Fund		Dept. Head		Catherine Gwynn					
Dept #:		Revenues		~ = Division by Zero							
Division:		Revenues		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
8152	FEMA Reimbursement	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
53001	Federal Grants	\$ -			\$ -	\$ -	*	\$ -	*	\$ 2,558,994.00	~
	Total-Revenue Other Agencies-0003	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ 2,558,994.00	~
8170	Current Water Charges	\$ 6,874,181.29	\$ 7,539,101.00	\$ 7,539,101.00	\$ 7,311,698.00	\$ 8,419,963.00	11.68%	\$ 8,419,963.00	11.68%	\$ 7,321,707.00	-2.88%
8172	Utility fund-Miscellaneous Recv	\$ 1,619,936.66	\$ 766,771.00	\$ 766,771.00	\$ 1,327,594.00	\$ 766,771.00	0.00%	\$ 766,771.00	0.00%	\$ 766,771.00	0.00%
8183	Insufficient Check Penalty	\$ 2,513.62	\$ 4,000.00	\$ 4,000.00	\$ 2,061.00	\$ 2,000.00	-50.00%	\$ 2,000.00	-50.00%	\$ 2,000.00	-50.00%
8277	Current Sewer Charges	\$ 8,531,997.84	\$ 9,106,051.00	\$ 9,106,051.00	\$ 8,746,285.00	\$ 10,147,200.00	11.43%	\$ 10,147,200.00	11.43%	\$ 8,823,652.00	-3.10%
8279	Late Payment Fee	\$ 309,334.30	\$ 230,262.00	\$ 230,262.00	\$ 309,764.00	\$ 258,000.00	12.05%	\$ 258,000.00	12.05%	\$ 258,000.00	12.05%
8367	Service Penalty	\$ 7,389.64	\$ 120,908.00	\$ 120,908.00	\$ 12,898.00	\$ 68,000.00	-43.76%	\$ 68,000.00	-43.76%	\$ 68,000.00	-43.76%
8373	Applied Deposits	\$ 44,616.81	\$ 203,633.00	\$ 203,633.00	\$ 45,979.00	\$ 127,000.00	-37.63%	\$ 127,000.00	-37.63%	\$ 127,000.00	-37.63%
8375	Sewer Taps	\$ 15,300.00	\$ 21,554.00	\$ 21,554.00	\$ 19,800.00	\$ 19,000.00	-11.85%	\$ 19,000.00	-11.85%	\$ 19,000.00	-11.85%
8384	Reconnection Fee	\$ 1,966.94	\$ 15,195.00	\$ 15,195.00	\$ 1,883.00	\$ 6,700.00	-55.91%	\$ 6,700.00	-55.91%	\$ 6,700.00	-55.91%
8474	Water Taps	\$ 18,825.00	\$ 14,240.00	\$ 14,240.00	\$ 13,600.00	\$ 12,000.00	-15.73%	\$ 12,000.00	-15.73%	\$ 12,000.00	-15.73%
8492	Compost Revenue	\$ 48,616.53	\$ 44,403.00	\$ 44,403.00	\$ 61,840.00	\$ 51,000.00	14.86%	\$ 51,000.00	14.86%	\$ 51,000.00	14.86%
8495	BFP Fees	\$ -	\$ 2,700.00	\$ 2,700.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Charges for Services-0004	\$ 17,474,678.63	\$ 18,068,818.00	\$ 18,068,818.00	\$ 17,853,402.00	\$ 19,877,634.00	10.01%	\$ 19,877,634.00	10.01%	\$ 17,455,830.00	-3.39%
8180	Investment Interest	\$ 41,263.87	\$ 20,801.00	\$ 20,801.00	\$ 4,574.00	\$ 8,000.00	-61.54%	\$ 8,000.00	-61.54%	\$ 8,000.00	-61.54%
8267	Loan Proceeds	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
8484	Water Assessments	\$ 4,954.84	\$ 1,330.00	\$ 1,330.00	\$ 3,388.00	\$ 2,600.00	95.49%	\$ 2,600.00	95.49%	\$ 2,600.00	95.49%
8485	Sewer Assessments	\$ 9,856.37	\$ 10,411.00	\$ 10,411.00	\$ 4,220.00	\$ 4,800.00	-53.89%	\$ 4,800.00	-53.89%	\$ 4,800.00	-53.89%
8486	Water Assessment Interest	\$ 1,886.06	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8487	Sewer Assessment Interest	\$ 1,334.15	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 59,295.29	\$ 32,542.00	\$ 32,542.00	\$ 12,182.00	\$ 15,400.00	-52.68%	\$ 15,400.00	-52.68%	\$ 15,400.00	-52.68%
8153	Insurance Proceeds	\$ 2,972.29	\$ -	\$ -	\$ 4,923.00	\$ -	*	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue	\$ 1,151,721.55	\$ 301,025.00	\$ 301,025.00	\$ 537,627.00	\$ 310,000.00	2.98%	\$ 317,233.00	5.38%	\$ 317,233.00	5.38%
8593	Vending Machine Commission (Pepsi)	\$ 64.72	\$ -	\$ -	\$ 50.00	\$ -	*	\$ -	*	\$ -	*
8991	Repayment - General Fund	\$ 694,528.00			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Miscellaneous Revenues-0006	\$ 1,849,286.56	\$ 301,025.00	\$ 301,025.00	\$ 542,600.00	\$ 310,000.00	2.98%	\$ 317,233.00	5.38%	\$ 317,233.00	5.38%
		\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ -	\$ 142,936.74	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 142,936.74	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Revenues	\$ 19,383,260.48	\$ 18,402,385.00	\$ 18,545,321.74	\$ 18,408,184.00	\$ 20,203,034.00	9.78%	\$ 20,210,267.00	9.82%	\$ 20,347,457.00	10.57%

JUSTIFICATION SHEET			Fiscal Year FY21-22	Blue Font - Detail Schedule Requested			
Fund:			61-Utilities Fund	Green Cell - Department Input			
Dept #:			Revenues - Revenues				
Division:			~ - Revenues				
			Dept. Head-Catherine Gwynn				
				</			

FISCAL YEAR 2020-2021 BUDGET

DEPARTMENT/DIVISION: UTILITY METER READING, BILLING & INVENTORY

DEPARTMENT OVERVIEW:

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

GOALS/MAJOR OBJECTIVES:

- Maintain or improve meter reading services utilizing the AMR Sensus Software.
- Continue to service and satisfy utility customers.
- Create a formal Customer Service Policy.
- Establish a formal perpetual inventory system for water, wastewater and other inventoried items.
- Update the City Procurement Policy.
- Begin development of a department buyer program.

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 FY21-22											
Fund: 61-Utilities Fund		Dept. Head Catherine Gwynn									
Dept #: 4174 Finance		~ = Division by Zero									
Division: 4174 Utility Meter Reading, Billing & Inven		* = Change < \$500									
Purple Cell-Finance Input											
	Object of Expenditure	FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 70,701.77	\$ 236,403.56	\$ 236,403.56	\$ 171,188.56	\$ 236,403.56	0.00%	\$ 236,403.56	0.00%	\$ 236,403.56	0.00%
1275	Salaries & Wages Bonus	\$ 822.27	\$ -	\$ -	\$ 823.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 600.08	\$ -	\$ -	\$ 1,223.24	\$ 1,800.24	~	\$ 1,800.24	~	\$ 1,800.24	~
1810	Social Security	\$ 5,352.40	\$ 18,084.87	\$ 18,084.87	\$ 13,252.46	\$ 18,222.59	0.76%	\$ 18,222.59	0.76%	\$ 18,222.59	0.76%
1821	NCLGERS-Retirement	\$ 7,363.87	\$ 24,136.81	\$ 24,136.81	\$ 17,687.27	\$ 26,940.85	11.62%	\$ 26,940.85	11.62%	\$ 26,940.85	11.62%
1822	401-K Retirement	\$ 2,884.83	\$ 9,456.14	\$ 9,456.14	\$ 6,929.39	\$ 9,528.15	0.76%	\$ 9,528.15	0.76%	\$ 9,528.15	0.76%
1830	Hospital Insurance	\$ 11,670.32	\$ 39,240.00	\$ 39,240.00	\$ 28,373.04	\$ 38,736.00	-1.28%	\$ 38,736.00	-1.28%	\$ 38,736.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ -	\$ 228.96	\$ 228.96	\$ 228.96	\$ 228.96	*	\$ 228.96	*	\$ 228.96	*
1850	Unemployment Compensation	\$ -	\$ 68.00	\$ 68.00	\$ 28.64	\$ 68.00	*	\$ 68.00	*	\$ 68.00	*
1860	Worker's Compensation	\$ 851.35	\$ 700.00	\$ 700.00	\$ 851.35	\$ 900.00	28.57%	\$ 900.00	28.57%	\$ 900.00	28.57%
	Total Salaries & Benefits	\$ 100,246.89	\$ 328,318.34	\$ 328,318.34	\$ 240,585.92	\$ 332,828.35	1.37%	\$ 332,828.35	1.37%	\$ 332,828.35	1.37%
1911	Audit	\$ -	\$ 53,500.00	\$ 53,500.00	\$ 53,500.00	\$ 53,500.00	0.00%	\$ 53,500.00	0.00%	\$ 53,500.00	0.00%
1915	Bank Fees	\$ 46,747.98	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	0.00%	\$ 110,000.00	0.00%	\$ 110,000.00	0.00%
1932	Medical Exams				\$ 278.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
2121	Uniforms	\$ 721.65	\$ 1,800.00	\$ 1,800.00	\$ 1,945.00	\$ 3,000.00	66.67%	\$ 3,000.00	66.67%	\$ 3,000.00	66.67%
2123	Protective Clothing	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 550.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
2124	Shoes-Steel Toe	\$ 180.00	\$ 660.00	\$ 660.00	\$ 660.00	\$ 660.00	0.00%	\$ 660.00	0.00%	\$ 660.00	0.00%
2203	Employee Appreciation	\$ -	\$ 96.00	\$ 96.00	\$ 96.00	\$ 96.00	*	\$ 96.00	*	\$ 96.00	*
2323	Other Training				\$ -	\$ 1,000.00	~	\$ 1,000.00	~	\$ 1,000.00	~
2501	Vehicle Operation/Maintenance	\$ 1,787.37	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,500.00	133.33%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 3,310.90	\$ 8,000.00	\$ 8,000.00	\$ 6,500.00	\$ 8,000.00	0.00%	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 891.63	\$ 699.75	\$ 699.75	\$ 2,700.00	\$ 6,500.00	828.90%	\$ 6,500.00	828.90%	\$ 6,500.00	828.90%
2994	Tools	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	50.00%	\$ 1,500.00	50.00%	\$ 1,500.00	50.00%
3121	Travel				\$ -	\$ 800.00	~	\$ 800.00	~	\$ 800.00	~
3210	Telephone	\$ 388.56	\$ 27,477.00	\$ 27,477.00	\$ 27,500.00	\$ 5,000.00	-81.80%	\$ 5,000.00	-81.80%	\$ 5,000.00	-81.80%
3250	Postage	\$ -	\$ 200.00	\$ 200.00	\$ -	\$ 200.00	*	\$ -	*	\$ -	*
3410	Printing	\$ -	\$ 100.00	\$ 100.00	\$ 120.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3421	Copy Machine Cost				\$ -	\$ 1,500.00	~	\$ 1,500.00	~	\$ 1,500.00	~
3914	Contract Services	\$ 57,225.01	\$ 128,900.00	\$ 128,900.00	\$ 128,900.00	\$ 168,900.00	31.03%	\$ 168,900.00	31.03%	\$ 168,900.00	31.03%
4221	Software License Fees	\$ 45,214.25	\$ 56,400.00	\$ 56,400.00	\$ 56,400.00	\$ 48,000.00	-14.89%	\$ 48,000.00	-14.89%	\$ 48,000.00	-14.89%
4511	Multi-Peril Insurance	\$ 465.33	\$ 332.00	\$ 332.00	\$ 465.43	\$ 479.00	*	\$ 479.00	*	\$ 479.00	*
4521	Auto Liability	\$ 691.00	\$ 665.00	\$ 665.00	\$ 690.79	\$ 712.00	7.07%	\$ 712.00	7.07%	\$ 712.00	7.07%
4541	Employee Personal Liability	\$ 17.00	\$ 18.00	\$ 18.00	\$ 16.70	\$ 17.00	*	\$ 17.00	*	\$ 17.00	*
4911	Subscriptions				\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues				\$ -	\$ 100.00	*	\$ 100.00	*	\$ 100.00	*
4990	Equipment Expense	\$ -	\$ 14,966.00	\$ 14,966.00	\$ 15,500.00	\$ -	*	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 3,500.00	~	\$ 3,500.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 8,000.00	~	\$ 8,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 200.00	*	\$ 200.00	*
	Total Operating Expenditures	\$ 157,640.68	\$ 407,313.75	\$ 407,313.75	\$ 409,821.92	\$ 414,864.00	1.85%	\$ 414,864.00	1.85%	\$ 414,864.00	1.85%
5471	1/2 Ton Pick-Up Truck	\$ -	\$ -	\$ -	\$ -	\$ 25,500.00	~	\$ -	*	\$ -	*
5200A	Technology Lease - FY21	\$ -	\$ -	\$ -	\$ -	\$ 25,500.00	~	\$ -	*	\$ -	*

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund:		61-Utilities Fund		Dept. Head		Catherine Gwynn					
Dept #:		4174 Finance		~ = Division by Zero							
Division:		4174 Utility Meter Reading, Billing & Inven		* = Change < \$500							
Purple Cell-Finance Input											
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 51,000.00	~	\$ -	*	\$ -	*
	Total Finance-Utility Meter Reading, Billing & Inv	\$ 257,887.57	\$ 735,632.09	\$ 735,632.09	\$ 650,407.84	\$ 798,692.35	8.57%	\$ 747,692.35	1.64%	\$ 747,692.35	1.64%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			61-Utilities Fund		Green Cell - Department Input			
Dept #:			Finance - 4174					
Division:			Utility Meter Reading, Billing & Inventory - 4174					
			Dept. Head-Catherine Gwynn					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular			4 Meter Readers; 2 Purchasing & Warehouse	\$ 171,188.56	\$ 236,403.56	\$ 236,403.56	\$ 236,403.56
1275	Salaries & Wages Bonus			4 Christmas Bonus	\$ 823.00	\$ -	\$ -	\$ -
1278	Wellness Earnings				\$ 1,223.24	\$ 1,800.24	\$ 1,800.24	\$ 1,800.24
1810	Social Security			Sum of accounts 1210 - 1290 X 7.65%	\$ 13,252.46	\$ 18,222.59	\$ 18,222.59	\$ 18,222.59
1821	NCLGERS-Retirement			Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24 (Leo)	\$ 17,687.27	\$ 26,940.85	\$ 26,940.85	\$ 26,940.85
1822	401-K Retirement			Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 6,929.39	\$ 9,528.15	\$ 9,528.15	\$ 9,528.15
1830	Hospital Insurance			# FTE X \$6,456 (\$538 per employee per month)	\$ 28,373.04	\$ 38,736.00	\$ 38,736.00	\$ 38,736.00
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	\$ 228.96
1850	Unemployment Compensation			Provided by Finance	\$ 28.64	\$ 68.00	\$ 68.00	\$ 68.00
1860	Worker's Compensation			Provided by Finance	\$ 851.35	\$ 900.00	\$ 900.00	\$ 900.00
Total Salaries & Benefits					\$ 240,585.92	\$ 332,828.35	\$ 332,828.35	\$ 332,828.35
1911	Audit			Audit Fees - Dixon, Hughes & Goodmen, LLC	\$ 53,500.00	\$ 53,500.00	\$ 53,500.00	\$ 53,500.00
1915	Bank Fees			PNC Monthly Fees and Elavon/First Citizens Credit Card Fees- Express Pay Fees moved to P&R/Golf due to being a REC1 expense when converted to QS1.	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
1932	Medical Exams			New hire physical & drug testing	\$ 278.00	\$ 200.00	\$ 200.00	\$ 200.00
2121	Uniforms			6 Employees @\$490	\$ 1,945.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2123	Protective Clothing			6 Employees Safety Jackets, Gloves & Glasses	\$ 550.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2124	Shoes-Steel Toe			6 Employees @\$110	\$ 660.00	\$ 660.00	\$ 660.00	\$ 660.00
2203	Employee Appreciation			6 Employees @16.00	\$ 96.00	\$ 96.00	\$ 96.00	\$ 96.00
2323	Other Training	Y		Registration fees for Procurement Classes/UNC-SOG/Procurement Mgr & Tech/Continuing education & certification	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance			4 meter reader vehicles	\$ 3,000.00	\$ 3,500.00	\$ -	\$ -
2502	Vehicle Fuel			4 meter reader vehicles	\$ 6,500.00	\$ 8,000.00	\$ -	\$ -
2993	Operational Supplies			2 desks, chairs, office equipment and supplies for setting up new warehouse office. Equipment and supplies for the Billing office including one (1) Trimble TDC600/650 Worldwide handheld meter reading device. Presently there are only 3 devices and 4 Techs.	\$ 2,700.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
2994	Tools			Meter Readers and Warehouse Tech	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3121	Travel	Y		Rooms and mileage for Procurement Classes/UNC-SOG/Procurement Mgr & Tech/Continuing education & certification	\$ -	\$ 800.00	\$ 800.00	\$ 800.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Finance - 4174					
Division:		Utility Meter Reading, Billing & Inventory - 4174					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3210	Telephone		Verizon Connect \$64.76 per month(\$777.12) Approx. @\$37 each month each employee \$2,160; AT&T billings per IT for telephone service for Utility Fund (all orgns)	\$ 27,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3250	Postage		Monthly Fees	\$ -	\$ 200.00	\$ -	\$ -
3410	Printing		Door Tags for Meter Readers	\$ 120.00	\$ 200.00	\$ 200.00	\$ 200.00
3421	Copy Machine Cost		Copy cost at complex	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3914	Contract Services	Y	Publiq Software Monthly Billings for mailing/processing utility billings, Online Utility Exchange - Credit Check for Utility Customers	\$ 128,900.00	\$ 168,900.00	\$ 168,900.00	\$ 168,900.00
4221	Software License Fees		Ferguson Analytical Annual Support \$24,000; Ferguson Sensus AMI Support \$20,000; Ferguson Base Station Extended Warranty \$3,500; HRS Pro for Escheats \$500	\$ 56,400.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 465.43	\$ 479.00	\$ 479.00	\$ 479.00
4521	Auto Liability		Provided by Finance	\$ 690.79	\$ 712.00	\$ 712.00	\$ 712.00
4541	Employee Personal Liability		Provided by Finance	\$ 16.70	\$ 17.00	\$ 17.00	\$ 17.00
4911	Subscriptions	Y		\$ -	\$ -	\$ -	\$ -
4912	Fees & Dues	Y	NCAGP membership for Purchasing	\$ -	\$ 100.00	\$ 100.00	\$ 100.00
4990	Equipment Expense		Buffalo Terastations-Storage for Pipe Inspection Robots \$12,500; Water Tank Cameras and Hardware \$3,000.00 - Per Scott, should be paid FY21	\$ 15,500.00	\$ -	\$ -	\$ -
2501A	Fleet Charges Internal Use Only!		4 meter reader vehicles	\$ -	\$ -	\$ 3,500.00	\$ 3,500.00
2502A	Vehicle Fuel-Internal Charges		4 meter reader vehicles	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00
3250A	Postage-Internal Charges only!		Monthly Fees	\$ -	\$ -	\$ 200.00	\$ 200.00
Total Operating Expenditures				\$ 409,821.92	\$ 414,864.00	\$ 414,864.00	\$ 414,864.00
5471	1/2 Ton Pick-Up Truck		Ford F-150 Reg Cab	\$ -	\$ 25,500.00	\$ -	\$ -
5200A	Technology Lease - FY21			\$ -	\$ 25,500.00	\$ -	\$ -
Total Capital Outlay				\$ -	\$ 51,000.00	\$ -	\$ -
Total Finance-Utility Meter Reading, Billing & I				\$ 650,407.84	\$ 798,692.35	\$ 747,692.35	\$ 747,692.35

CAPITAL OUTLAY		Fiscal Year FY21-22															
Fund:		61-Utilities Fund				Dept. Head-Catherine Gwynn											
Dept #:		Finance - 4174															
Division:		Utility Meter Reading, Billing & Inventory - 4174															
		Current Asset Information								Replacement Asset Information							
		Maintenance Cost History															
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5471	P1221	2012 Toyota Tacoma	\$ 16,875.00	103,063	\$ 4,000.00	\$ 563.22	\$ 320.43	\$ 628.13	N		Ford F-150 Reg Cab	Vehicle age and mounting repairs; 10yr cycle	\$ 25,500.00	\$ -	\$ -	
2	5200A												Think this was in error	\$ 25,500.00	\$ -	\$ -	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
Total Capital Outlay Reques				\$ 16,875.00		\$ 4,000.00	\$ 563.22	\$ 320.43	\$ 628.13					\$ 51,000.00	\$ -	\$ -	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 4174							
Division: Utility Meter Reading, Billing & Inventory - 4174							
Account: 2323 Other Training							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Registration fees for Procurement Classes/UNC-SOG/Procurement Mgr & Tech/Continuing education & certification	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total - 2323 Other Training			\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 4174							
Division: Utility Meter Reading, Billing & Inventory - 4174							
Account: 3121 Travel							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Rooms and mileage for Procurement Classes/UNC-SOG/Procurement Mgr & Tech/Continuing education & certification	\$ -	\$ 800.00	\$ 800.00	\$ 800.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total - 3121 Travel			\$ -	\$ 800.00	\$ 800.00	\$ 800.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 4174							
Division: Utility Meter Reading, Billing & Inventory - 4174							
Account: 3914 Contract Services							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Publiq Software Monthly Billings for mailing/processing utility billings	\$ 120,000.00	\$ 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	\$ 8,900.00	
3		Contract Professional Assistance FY20 Audit		\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
4							
5							
6							
7							
8							
9							
10							
Total - 3914 Contract Services			\$ 128,900.00	\$ 168,900.00	\$ 168,900.00	\$ 168,900.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Catherine Gwynn			
Dept #: Finance - 4174							
Division: Utility Meter Reading, Billing & Inventory - 4174							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		NCAGP membership for Purchasing		\$ 100.00	\$ 100.00	\$ 100.00	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
Total - 4912 Fees & Dues			\$ -	\$ 100.00	\$ 100.00	\$ 100.00	

FISCAL YEAR 2021-2022 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) Robotic Cameras to replace aging cameras to continue mapping the sanitary sewer system.
- 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 FY21-22									
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 1,032,977.84	\$ 971,209.27	\$ 971,209.27	\$ 866,571.02	\$ 997,712.63	2.73%	\$ 1,022,712.63	5.30%	\$ 1,022,712.63	5.30%
1220	Salaries & Wages Overtime	\$ 35,202.37	\$ 45,000.00	\$ 45,000.00	\$ 27,000.00	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%	\$ 45,000.00	0.00%
1221	Mayor's Star Award		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1224	Cell Phone Stipend	\$ 723.90	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00	0.00%	\$ 720.00	0.00%	\$ 720.00	0.00%
1274	Call Duty Pay	\$ 6,535.72	\$ 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	\$ 10,729.27	\$ -	\$ -	\$ 4,316.86	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 6,450.86	\$ -	\$ -	\$ 4,000.00	\$ 6,900.00	~	\$ 6,900.00	~	\$ 6,900.00	~
1280	Vacation Pay Out	\$ 1,188.13	\$ 6,800.00	\$ 6,800.00	\$ 6,526.82	\$ 5,138.00	-24.44%	\$ 5,138.00	-24.44%	\$ 5,138.00	-24.44%
1810	Social Security	\$ 80,781.54	\$ 78,812.54	\$ 78,812.54	\$ 70,046.05	\$ 81,240.75	3.08%	\$ 83,153.25	5.51%	\$ 83,153.25	5.51%
1821	NCLGERS-Retirement	\$ 99,086.58	\$ 105,186.41	\$ 105,186.41	\$ 93,486.30	\$ 120,108.88	14.19%	\$ 122,936.38	16.87%	\$ 122,936.38	16.87%
1822	401-K Retirement	\$ 43,723.90	\$ 41,209.17	\$ 41,209.17	\$ 36,625.39	\$ 42,478.83	3.08%	\$ 43,478.83	5.51%	\$ 43,478.83	5.51%
1830	Hospital Insurance	\$ 164,017.82	\$ 156,960.00	\$ 156,960.00	\$ 120,000.00	\$ 148,488.00	-5.40%	\$ 157,526.40	0.36%	\$ 157,526.40	0.36%
1835	Group Term Life Insurance Coverage	\$ 641.79	\$ 915.84	\$ 915.84	\$ 954.00	\$ 915.84	0.00%	\$ 954.00	4.17%	\$ 954.00	4.17%
1850	Unemployment Compensation	\$ 2,534.58	\$ 516.00	\$ 516.00	\$ 217.36	\$ 285.00	*	\$ 285.00	*	\$ 285.00	*
1860	Worker's Compensation	\$ 5,537.00	\$ 5,777.00	\$ 5,777.00	\$ 7,026.02	\$ 7,237.00	25.27%	\$ 7,237.00	25.27%	\$ 7,237.00	25.27%
	Total Salaries & Benefits	\$ 1,490,131.30	\$ 1,419,606.23	\$ 1,419,606.23	\$ 1,243,989.83	\$ 1,462,724.93	3.04%	\$ 1,502,541.49	5.84%	\$ 1,502,541.49	5.84%
1932	Medical Exams	\$ 274.00	\$ 400.00	\$ 400.00	\$ 200.00	\$ 400.00	*	\$ 400.00	*	\$ 400.00	*
1994	Wastewater Plt Environmental Assess	\$ 114.36			\$ -	\$ -	*	\$ -	*	\$ -	*
2121	Uniforms	\$ 12,591.30	\$ 12,000.00	\$ 12,000.00	\$ 13,000.00	\$ 15,000.00	25.00%	\$ 14,000.00	16.67%	\$ 14,000.00	16.67%
2123	Protective Clothing	\$ 5,161.43	\$ 7,200.00	\$ 7,200.00	\$ 7,000.00	\$ 7,500.00	4.17%	\$ 7,000.00	-2.78%	\$ 7,000.00	-2.78%
2124	Shoes-Steel Toe	\$ 2,388.00	\$ 2,530.00	\$ 2,530.00	\$ 2,500.00	\$ 3,450.00	36.36%	\$ 3,450.00	36.36%	\$ 3,450.00	36.36%
2203	Employee Appreciation	\$ 666.58	\$ 368.00	\$ 368.00	\$ 500.00	\$ 600.00	63.04%	\$ 500.00	*	\$ 500.00	*
2323	Other Training	\$ 7,955.00	\$ 10,000.00	\$ 10,000.00	\$ 5,900.00	\$ 9,190.00	-8.10%	\$ 9,190.00	-8.10%	\$ 9,190.00	-8.10%
2501	Vehicle Operation/Maintenance	\$ 62,547.44	\$ 60,000.00	\$ 60,000.00	\$ 65,000.00	\$ 70,000.00	16.67%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 43,000.82	\$ 60,000.00	\$ 60,000.00	\$ 40,000.00	\$ 60,000.00	0.00%	\$ -	*	\$ -	*
2993	Operational Supplies	\$ 289,019.14	\$ 280,999.00	\$ 280,999.00	\$ 300,000.00	\$ 250,000.00	-11.03%	\$ 240,000.00	-14.59%	\$ 240,000.00	-14.59%
2994	Tools	\$ 8,018.34	\$ 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	\$ 101,551.20	\$ 100,000.00	\$ 100,000.00	\$ 75,000.00	\$ 100,000.00	0.00%	\$ 90,000.00	-10.00%	\$ 90,000.00	-10.00%
3121	Travel	\$ 3,184.34	\$ 8,200.00	\$ 8,200.00	\$ 900.00	\$ 6,900.00	-15.85%	\$ 6,900.00	-15.85%	\$ 6,900.00	-15.85%
3210	Telephone	\$ 7,626.73	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%	\$ 7,500.00	0.00%
3250	Postage	\$ 710.20	\$ 500.00	\$ 500.00	\$ 550.00	\$ 700.00	40.00%	\$ -	*	\$ -	*
3410	Printing	\$ 335.14	\$ 500.00	\$ 500.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
3510	Repairs (Insurance Claims)	\$ 127,849.51			\$ -	\$ -	*	\$ -	*	\$ -	*
3522	Machine/Equipment Maintenance	\$ 23,736.60	\$ 50,000.00	\$ 50,000.00	\$ 20,000.00	\$ 65,000.00	30.00%	\$ 45,000.00	-10.00%	\$ 45,000.00	-10.00%
3523	Fire Hydrants/Water Valve Repl	\$ 51,346.75	\$ 150,000.00	\$ 150,000.00	\$ 75,000.00	\$ 125,000.00	-16.67%	\$ 120,000.00	-20.00%	\$ 120,000.00	-20.00%
3593	Asphalt Repairs		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	50.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
3914	Contract Services				\$ -	\$ 115,000.00	~	\$ 90,000.00	~	\$ 90,000.00	~
3950	Education Reimbursement		\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%	\$ 2,500.00	0.00%
4221	Software License Fees	\$ 43,882.00	\$ 15,000.00	\$ 15,000.00	\$ 19,000.00	\$ 20,000.00	33.33%	\$ 20,000.00	33.33%	\$ 20,000.00	33.33%
4391	Equipment Rent	\$ 160.00	\$ 500.00	\$ 500.00	\$ 200.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
4511	Multi-Peril Insurance	\$ 2,191.00	\$ 2,370.00	\$ 2,370.00	\$ 3,094.09	\$ 3,187.00	34.47%	\$ 3,187.00	34.47%	\$ 3,187.00	34.47%
4521	Auto Liability	\$ 7,192.44	\$ 7,552.00	\$ 7,552.00	\$ 7,844.84	\$ 8,080.00	6.99%	\$ 8,080.00	6.99%	\$ 8,080.00	6.99%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4541	Employee Personal Liability	\$ 116.00	\$ 116.00	\$ 116.00	\$ 101.94	\$ 105.00	*	\$ 105.00	*	\$ 105.00	*
4912	Fees & Dues	\$ 3,638.00	\$ 3,740.00	\$ 3,740.00	\$ 4,050.00	\$ 4,050.00	8.29%	\$ 4,050.00	8.29%	\$ 4,050.00	8.29%
4990	Equipment Expense	\$ 6,641.20			\$ -	\$ -	*	\$ -	*	\$ -	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 60,000.00	~	\$ 60,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 50,000.00	~	\$ 50,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 700.00	~	\$ 700.00	~
	Total Operating Expenditures	\$ 811,897.52	\$ 809,475.00	\$ 809,475.00	\$ 675,040.87	\$ 912,362.00	12.71%	\$ 810,762.00	0.16%	\$ 810,762.00	0.16%
5150	Excavator				\$ -	\$ 77,000.00	~	\$ -	*	\$ -	*
5228	Tractor with Bush Hog	\$ 63,064.77			\$ -	\$ -	*	\$ -	*	\$ -	*
5419	Forklift				\$ -	\$ 35,000.00	~	\$ -	*	\$ -	*
5456	Utility Valve Truck		\$ 147,500.00	\$ 147,500.00	\$ 193,500.00	\$ -	*	\$ -	*	\$ -	*
5463	Lowboy				\$ -	\$ 52,000.00	~	\$ -	*	\$ -	*
5480	Equipment Transport Trailer	\$ 27,528.15			\$ -	\$ -	*	\$ -	*	\$ -	*
5527	Miscellaneous Equipment				\$ -	\$ 8,873.76	~	\$ -	*	\$ -	*
5590	Combo-Push Video System				\$ -	\$ 8,500.00	~	\$ -	*	\$ -	*
5632	Utility Vehicle	\$ 61,385.31			\$ -	\$ -	*	\$ -	*	\$ -	*
5672	Utility Trailer				\$ -	\$ 20,000.00	~	\$ -	*	\$ -	*
5697	Pipe Inspection Camera				\$ -	\$ 143,500.00	~	\$ 135,000.00	~	\$ 135,000.00	~
5807	Light Fixtures	\$ 3,101.46			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 155,079.69	\$ 147,500.00	\$ 147,500.00	\$ 193,500.00	\$ 344,873.76	133.81%	\$ 135,000.00	-8.47%	\$ 135,000.00	-8.47%
7160	Lease Purchase Payment				\$ -	\$ -	*	\$ -	*	\$ -	*
7162	AMR Loan Payment				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Works-Maintenance Budget	\$ 2,457,108.51	\$ 2,376,581.23	\$ 2,376,581.23	\$ 2,112,530.70	\$ 2,719,960.69	14.45%	\$ 2,448,303.49	3.02%	\$ 2,448,303.49	3.02%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Rick Fletcher		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Public Works - 4175					
Division:		Maintenance - 4175					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
1210	Salaries & Wages Regular		Requested salaries include a department re-organization, which will streamline operations and add a second vac truck crew. Increase also includes a 2% pay increase for water and sewer certifications, which were approved in the latest personnel policy updates.	\$ 866,571.02	\$ 997,712.63	\$ 1,022,712.63	\$ 1,022,712.63
1220	Salaries & Wages Overtime		Funds for after hours and/or emergency calls/repairs. Also covers jobs that must be scheduled after working hours to accommodate water sensitive customers, such as restaurants, daycare centers and doctors' offices.	\$ 27,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
1221	Mayor's Star Award			\$ -	\$ -	\$ -	\$ -
1224	Cell Phone Stipend			\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
1274	Call Duty Pay		Funds for on call 52 weeks @ 125.00 per week.	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275	Salaries & Wages Bonus			\$ 4,316.86	\$ -	\$ -	\$ -
1278	Wellness Earnings		24 FTEs at \$300 each (\$7,200)	\$ 4,000.00	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00
1280	Vacation Pay Out		One employee eligible for retirement this year.	\$ 6,526.82	\$ 5,138.00	\$ 5,138.00	\$ 5,138.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 70,046.05	\$ 81,240.75	\$ 83,153.25	\$ 83,153.25
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 93,486.30	\$ 120,108.88	\$ 122,936.38	\$ 122,936.38
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 36,625.39	\$ 42,478.83	\$ 43,478.83	\$ 43,478.83
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 120,000.00	\$ 148,488.00	\$ 157,526.40	\$ 157,526.40
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	\$ 954.00	\$ 954.00
1850	Unemployment Compensation		Provided by Finance	\$ 217.36	\$ 285.00	\$ 285.00	\$ 285.00
1860	Worker's Compensation		Provided by Finance	\$ 7,026.02	\$ 7,237.00	\$ 7,237.00	\$ 7,237.00
Total Salaries & Benefits				\$ 1,243,989.83	\$ 1,462,724.93	\$ 1,502,541.49	\$ 1,502,541.49
1932	Medical Exams			\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00
1994	Wastewater Plt Environmental Assess					\$ -	\$ -
2121	Uniforms		Uniforms for 19 employees (rental) & 4 Supervisors	\$ 13,000.00	\$ 15,000.00	\$ 14,000.00	\$ 14,000.00
2123	Protective Clothing		PPE and safety jackets for 23 FTEs	\$ 7,000.00	\$ 7,500.00	\$ 7,000.00	\$ 7,000.00
2124	Shoes-Steel Toe		23 employees @150.00.	\$ 2,500.00	\$ 3,450.00	\$ 3,450.00	\$ 3,450.00
2203	Employee Appreciation		Funds for 24 FTEs at \$16 each and purchasing gatorade, water, snacks, sandwiches, etc. for crews working on emergency repairs for extended hours.	\$ 500.00	\$ 600.00	\$ 500.00	\$ 500.00
2323	Other Training	Y	Funds for employees to obtain certifications and yearly continuing education hours required by the state to maintain certifications, as well as spill response training.	\$ 5,900.00	\$ 9,190.00	\$ 9,190.00	\$ 9,190.00
2501	Vehicle Operation/Maintenance			\$ 65,000.00	\$ 70,000.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 40,000.00	\$ 60,000.00	\$ -	\$ -

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Rick Fletcher	Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Green Cell - Department Input
Dept #:	Public Works - 4175		
Division:	Maintenance - 4175		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
2993 Operational Supplies		Funds to purchase water and sewer pipe, tapping saddles, repair clamps, valves ,valve boxes, sewer saddles, rock,crusher run ,fill dirt, crushed concrete, cold patch for temporary cut repairs, brick, block, cement, parts for robotic cameras, brass fittings, traffic cones, signs and stands, chemicals for cleaning sewer lines and vehicles, manhole lids and covers, pre cast manhole risers and lids, seeding and landscape materials.	\$ 300,000.00	\$ 250,000.00	\$ 240,000.00	\$ 240,000.00
2994 Tools		Funds to purchase hand tools such as shovels, rakes, pry bars, hydrant wrenches, meter wrenches, probe rods, pipe wrenches, tapping bits, electronic locators, battery operated drills, water shut off tools, valve keys, etc.	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
2997 Water Meters & Boxes		Funds to purchase water meters and MXU units for new installations and to replace damged meters and MXUs. Funds are also used to purchase meter boxes and lids for replacement/new installs, and hydrant meters for contractors to use to pay for construction water.	\$ 75,000.00	\$ 100,000.00	\$ 90,000.00	\$ 90,000.00
3121 Travel	Y	Travel in FY 20-21 was low because of Covid, most classes were held virtually.	\$ 900.00	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00
3210 Telephone		Phones for 4 supervisors, call duty personnel, backflow team and 1 superintendent, plus 5 iPads for field operations	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3250 Postage			\$ 550.00	\$ 700.00	\$ -	\$ -
3410 Printing		Printing for door hangers and grease educational materials.	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3510 Repairs (Insurance Claims)					\$ -	\$ -
3522 Machine/Equipment Maintenance		Funds to purchase vactruck hoses, vacuum tubes, cleaning nozzles for two combination sewer trucks. Second VacTruck going from backup to full operation with projected reorganization and will need new hoses, nzzles, repairs, etc.	\$ 20,000.00	\$ 65,000.00	\$ 45,000.00	\$ 45,000.00
3523 Fire Hydrants/Water Valve Repl		Funds to upgrade and replace Citys hydrants (3,000) and water valves. Ongoing initiative was put on hold last FY with the projected shortfall of funds. Hope to ramp operations back up this year. Still have 1960's hydrants in the system. Hydrants are \$2K each and the valves are \$700. Contractor charges \$2K per hydrant/valve intall (\$5,700 total).	\$ 75,000.00	\$ 125,000.00	\$ 120,000.00	\$ 120,000.00

JUSTIFICATION SHEET			Fiscal Year FY21-22	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. 6/1/21	Adopted 06/18/21
3593	Asphalt Repairs			Funds to repair street after making utility cuts to repair water/sewer lines. Increase due to increase in the number of cuts and rising cost of asphalt.	\$ 20,000.00	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00
3914	Contract Services			Root control in sewer lines to satisfy NCDEQ requirements \$30,000. Valve insertions for areas where water can't be turned off without affecting large numbers of customers \$60,000. Hydrant replacement is to help get old hydrants that don't work properly out of the system \$25,000.		\$ 115,000.00	\$ 90,000.00	\$ 90,000.00
3950	Education Reimbursement			Chris Avery, Dalton Shew	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
4221	Software License Fees			Cityworks, Tokay for backflow.	\$ 19,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4391	Equipment Rent			Used to rent equipment we don't available for speacial jobs -- e.g. trencher, disc, stump grinder, etc.	\$ 200.00	\$ 500.00	\$ 500.00	\$ 500.00
4511	Multi-Peril Insurance			Provided by Finance	\$ 3,094.09	\$ 3,187.00	\$ 3,187.00	\$ 3,187.00
4521	Auto Liability			Provided by Finance	\$ 7,844.84	\$ 8,080.00	\$ 8,080.00	\$ 8,080.00
4541	Employee Personal Liability			Provided by Finance	\$ 101.94	\$ 105.00	\$ 105.00	\$ 105.00
4912	Fees & Dues	Y		Funds for state certification renewals, local awwa and rural water memeberships, andNCDEQ water quality collection permits.	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00
4990	Equipment Expense						\$ -	\$ -
2501A	Fleet Charges Internal Use Only!			Increase due to aging fleet and rising cost of parts and repairs.			\$ 60,000.00	\$ 60,000.00
2502A	Vehicle Fuel-Internal Charges			Increase due to current and projected rising fuel cost.			\$ 50,000.00	\$ 50,000.00
3250A	Postage-Internal Charges only!			Postage to mail backflow test forms to customers.			\$ 700.00	\$ 700.00
Total Operating Expenditures					\$ 675,040.87	\$ 912,362.00	\$ 810,762.00	\$ 810,762.00
5150	Excavator			Bobcat excavator for the Distribution crew. If purchased it comes with a hydrualic point breaker (Jack-hammer) for concrete, so we will not need to purchase item (5527)--saving \$8,873.76.		\$ 77,000.00	\$ -	\$ -
5228	Tractor with Bush Hog					\$ -	\$ -	\$ -
5419	Forklift			Funds to replace a 2006 forklift with a new lift with more capacity.		\$ 35,000.00	\$ -	\$ -
5456	Utility Valve Truck				\$ 193,500.00	\$ -	\$ -	\$ -

JUSTIFICATION SHEET			Fiscal Year FY21-22		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. 6/1/21	Adopted 06/18/21
5463	Lowboy		Funds to replace a 2000 model lowboy trailer that is used to move heavy equipment and is no longer safe to use. Trailer has been sent for repair, but was not able to be repaired. Old trailer is assigned to Streets Division; however, they no longer need it. The new one will be under D&C.		\$ 52,000.00	\$ -	\$ -
5480	Equipment Transport Trailer				\$ -	\$ -	\$ -
5527	Miscellaneous Equipment		Hydraulic concrete breaker (Jack-hammer) used with Bobcat excavator to break concrete under asphalt. Attachment can also be shared with Streets Division if needed. If item (5150) Bobcat excavator is purchased, it will come with attachment and this will not be needed.		\$ 8,873.76	\$ -	\$ -
5590	Combo-Push Video System		To replace 5 year old camera with newer technology for more accurate results. New camera also comes with pan and tilt head which current camera does not have.		\$ 8,500.00	\$ -	\$ -
5632	Utility Vehicle				\$ -	\$ -	\$ -
5672	Utility Trailer		Trailer to haul new Bobcat excavator item (5150) if approved.		\$ 20,000.00	\$ -	\$ -
5697	Pipe Inspection Camera		Two new robotic cameras to replace two that are currently in use. Four cameras are needed for a complete squad; however the two current cameras are becoming expensive to maintain because of age, the old cameras will however continue to be used as long as they would last. These funds also include a manhole camera that is needed to complete the squad to have an effective system integrity program.		\$ 143,500.00	\$ 135,000.00	\$ 135,000.00
5807	Light Fixtures				\$ -	\$ -	\$ -
Total Capital Outlay				\$ 193,500.00	\$ 344,873.76	\$ 135,000.00	\$ 135,000.00
7160	Lease Purchase Payment		Provided by Finance				
7162	AMR Loan Payment		Provided by Finance				
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Works-Maintenance Budget				\$ 2,112,530.70	\$ 2,719,960.69	\$ 2,448,303.49	\$ 2,448,303.49

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
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. 6/1/20	Adopted 6/17/20	New Debt?
1	5150	N/A	Addition	N/A	N/A	N/A				N	5	Bobcat Excavator	Bobcat will be used daily by Distribution Crew.	\$ 77,000.00	\$ -	\$ -	N
2	5672	N/A	Addition	N/A	N/A	N/A				N	6	Utility trailer	Trailer will be used to haul new bobcat	\$ 20,000.00	\$ -	\$ -	N
3	5463	E855	Replace	\$ 50,734.00	N/A	\$ 2,000.00	\$ 1,026.28	\$ 152.97	\$ 112.70	N	1	Lowboy Trailer	Replace 2000 model lowboy trailer that is unsafe to operate.	\$ 52,000.00	\$ -	\$ -	N
4	5697	N/A	Addition	N/A	N/A	N/A				N	2	Pipe inspection cameras	2 robotic cameras to CCTV sanitary sewer lines. Currently have 2 cameras that are wearing out. Need new cameras to continue mapping system, old squad will be used as back up.	\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	N
5	5697	N/A	Addition	N/A	N/A	N/A				N	3	Manhole Camera	Camera will allow inspection of manholes in addition to main lines with no additional personnel.	\$ 8,500.00	\$ -	\$ -	N
6	5590	N/A	Addition	N/A	N/A	N/A				N	4	Push Camera	Camera will allow better inspection of lateral lines , with latest technology.	\$ 8,500.00	\$ -	\$ -	N
7	5419	E1067	Replace	\$ 21,900.00	1499 Hours	1,000	\$ 193.51	\$ 1,059.75	\$ 458.68	N	7	Forklift	To replace 2006 fork lift with new heavier lift.	\$ 35,000.00	\$ -	\$ -	N
8	5527	N/A	Addition	\$ 8,873.76	N/A	N/A				N	8	Hydraulic breaker with nail point,for bobcat excavator	Breaker is used for breaking concrete under asphalt.	\$ 8,873.76	\$ -	\$ -	N
9																	
10																	
Total Capital Outlay Request				\$ 81,507.76		\$ 3,000.00	\$ 1,219.79	\$ 1,212.72	\$ 571.38					\$ 344,873.76	\$ 135,000.00	\$ 135,000.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 4175							
Division: Maintenance - 4175							
Account: 2323 Other Training							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Wastewater Collection School-NCAWWA/NCRWA 8@220 2@350	\$ 800.00	\$ 2,460.00	\$ 2,460.00	\$ 2,460.00	
2		Water Distribution School-NCAWWA 8@220 2@350	\$ 800.00	\$ 2,620.00	\$ 2,620.00	\$ 2,620.00	
3		Wastewater Collection Exams- 10@55.00 (2)	\$ 300.00	\$ 550.00	\$ 550.00	\$ 550.00	
4		Water Distribution Exams- 10@85.00 (5)	\$ 500.00	\$ 850.00	\$ 850.00	\$ 850.00	
5		Chemical Spill Response -Sigma Training Services 10@95.00	\$ 425.00	\$ 950.00	\$ 950.00	\$ 950.00	
6		Nassco Training-2@975.00	\$ 1,950.00	\$ -	\$ -	\$ -	
7		Water/Wastewater Class-NC Safety Conference 18@50.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	
8		Carolinas Assoc. Goverenment. Purchasing Conference-Tina	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	
9		Continuing Education- MS Office 6@120.00	\$ -	\$ 360.00	\$ 360.00	\$ 360.00	
10		Pesticide Classes/Books Materials	\$ -	\$ 275.00	\$ 275.00	\$ 275.00	
		Total - 2323 Other Training	\$ 5,900.00	\$ 9,190.00	\$ 9,190.00	\$ 9,190.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Travel for Distribution/Collection School	\$ 500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
2	Travel for CAGP Conference- Tina	\$ 200.00	\$ 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	\$ -	\$ -	\$ -	\$ -	
5	Travel for City Works Conference/Training	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ 900.00	\$ 6,900.00	\$ 6,900.00	\$ 6,900.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 4175							
Division: Maintenance - 4175							
Account: 3914 Contract Services							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1		Root control in sewer lines. To satisfy NCDEQ requirements	-	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
2		Valve insertion. Insertion valves where valves cant be installed manually.	\$ -	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	
3		Hydrant replacement. Help to get old hydrants that do not function properly out of the system.		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
4							
5							
6							
7							
8							
9							
10							
		Total - 3914 Contract Services	\$ -	\$ 115,000.00	\$ 115,000.00	\$ 115,000.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Rick Fletcher			
Dept #: Public Works - 4175							
Division: Maintenance - 4175							
Account: 4912 Fees & Dues							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/1/21	FY21-22 Adopted 06/18/21	Finance Notes
1		AWWA Membership Dues	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	
2		NC Rural Membership Dues	\$ 160.00	\$ 160.00	\$ 160.00	\$ 160.00	
3		American Backlow Prevention Association	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	
4		AWWA State Level Associate	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	
5		NC Water Treatment Certification 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	\$ -	\$ -	\$ -	\$ -	
		Total - 4912 Fees & Dues	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00	

FISCAL YEAR 2021-22 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 2020, an average of 6.386 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, with information from 2008. It is now 13 years old since evaluation commenced and the future operational and maintenance needs for the water and sewer system need to be re-evaluated.
- The generators at the Water Treatment Plant and Neuse River continue to have Automatic Transfer Switch (ATS) failures. Upgrading to new switches is imperative to safely and successfully operate during a power failure.
- Phase III- 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 Laboratory Technician and SCADA/Instrumentation Technician are important for managing the New Lead and Copper Rule, maintaining assets, succession planning, and growth. Operation and maintenance of critical equipment has become specialized and a full-time position is needed.

EXPENDITURE SHEET		Fiscal Year FY21-22									
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 495,691.53	\$ 540,068.34	\$ 540,068.34	\$ 513,759.64	\$ 680,168.42	25.94%	\$ 555,059.89	2.78%	\$ 555,059.89	2.78%
1215	Salaries & Wages-Shift Differential		\$ -	\$ -	\$ 5,600.00	\$ 10,400.00	~	\$ 10,400.00	~	\$ 10,400.00	~
1220	Salaries & Wages Overtime	\$ 2,953.42	\$ 5,100.00	\$ 5,100.00	\$ 5,000.00	\$ 5,000.00	-1.96%	\$ 5,000.00	-1.96%	\$ 5,000.00	-1.96%
1262	Salaries & Wages Perm. Part-Time		\$ 15,000.00	\$ 15,000.00	\$ 10,234.66	\$ 16,963.89	13.09%	\$ 16,963.89	13.09%	\$ 16,963.89	13.09%
1272	Holiday Pay	\$ 6,605.89	\$ 9,100.00	\$ 9,100.00	\$ 9,000.00	\$ 9,000.00	-1.10%	\$ 9,000.00	-1.10%	\$ 9,000.00	-1.10%
1274	Call Duty Pay		\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	0.00%	\$ 750.00	0.00%	\$ 750.00	0.00%
1275	Salaries & Wages Bonus	\$ 4,539.33	\$ -	\$ -	\$ 2,056.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 2,977.32	\$ -	\$ -	\$ 3,600.00	\$ 4,200.00	~	\$ 4,200.00	~	\$ 4,200.00	~
1280	Vacation Pay Out	\$ 5,640.03	\$ -	\$ -	\$ 4,738.00	\$ 2,000.00	~	\$ 2,000.00	~	\$ 2,000.00	~
1810	Social Security	\$ 38,750.17	\$ 43,606.40	\$ 43,606.40	\$ 42,437.48	\$ 55,728.90	27.80%	\$ 46,158.09	5.85%	\$ 46,158.09	5.85%
1821	NCLGERS-Retirement	\$ 46,986.13	\$ 58,198.88	\$ 58,198.88	\$ 56,638.78	\$ 82,391.35	41.57%	\$ 68,241.57	17.26%	\$ 68,241.57	17.26%
1822	401-K Retirement	\$ 20,736.57	\$ 22,800.74	\$ 22,800.74	\$ 22,189.53	\$ 29,139.29	27.80%	\$ 24,134.95	5.85%	\$ 24,134.95	5.85%
1830	Hospital Insurance	\$ 56,347.61	\$ 85,020.00	\$ 85,020.00	\$ 77,472.00	\$ 90,384.00	6.31%	\$ 71,016.00	-16.47%	\$ 71,016.00	-16.47%
1835	Group Term Life Insurance Coverage	\$ 273.05	\$ 534.24	\$ 534.24	\$ 496.08	\$ 534.24	0.00%	\$ 457.92	*	\$ 457.92	*
1850	Unemployment Compensation		\$ 239.00	\$ 239.00	\$ 175.00	\$ 175.00	*	\$ 175.00	*	\$ 175.00	*
1860	Worker's Compensation	\$ 2,522.00	\$ 2,631.00	\$ 2,631.00	\$ 3,199.84	\$ 3,296.00	25.28%	\$ 3,296.00	25.28%	\$ 3,296.00	25.28%
Total Salaries & Benefits		\$ 684,023.05	\$ 783,048.60	\$ 783,048.60	\$ 757,347.01	\$ 990,131.09	26.45%	\$ 816,853.32	4.32%	\$ 816,853.32	4.32%
1911	Audit	\$ 13,312.50	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1915	Bank Fees	\$ 31,016.01			\$ -	\$ -	*	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 79.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
1986	Consultant Fees - IT	\$ 15,750.00			\$ -	\$ -	*	\$ -	*	\$ -	*
1991	Consultant Fees	\$ 75,750.00	\$ 54,210.00	\$ 143,610.00	\$ 119,210.00	\$ 571,096.00	953.49%	\$ 571,096.00	953.49%	\$ 571,096.00	953.49%
2111	Cleaning Supplies	\$ 2,293.77	\$ 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	\$ 2,616.15	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%	\$ 4,000.00	0.00%
2123	Protective Clothing	\$ 680.52	\$ 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	\$ 994.80	\$ 1,610.00	\$ 1,610.00	\$ 1,610.00	\$ 2,100.00	30.43%	\$ 2,100.00	30.43%	\$ 2,100.00	30.43%
2203	Employee Appreciation	\$ 192.94	\$ 224.00	\$ 224.00	\$ 224.00	\$ 224.00	*	\$ 224.00	*	\$ 224.00	*
2323	Other Training	\$ 1,280.00	\$ 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	\$ 4,550.71	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	0.00%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 2,681.40	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ -	*	\$ -	*
2591	Fuel For Equipment	\$ 4,973.41	\$ 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	\$ 1,132.79	\$ 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	\$ 80,969.51	\$ 75,476.00	\$ 75,476.00	\$ 75,000.00	\$ 75,000.00	-0.63%	\$ 75,000.00	-0.63%	\$ 75,000.00	-0.63%
2994	Tools	\$ 751.47	\$ 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	\$ 764,720.83	\$ 900,792.00	\$ 900,792.00	\$ 900,000.00	\$ 978,534.33	8.63%	\$ 978,534.33	8.63%	\$ 978,534.33	8.63%
3121	Travel	\$ 3,374.69	\$ 6,995.00	\$ 6,995.00	\$ 5,000.00	\$ 6,995.00	0.00%	\$ 6,995.00	0.00%	\$ 6,995.00	0.00%
3210	Telephone	\$ 990.21	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%	\$ 1,200.00	0.00%
3250	Postage	\$ 60,985.49	\$ 1,000.00	\$ 1,000.00	\$ 4,800.00	\$ 4,800.00	380.00%	\$ -	*	\$ -	*
3310	Electricity	\$ 296,957.73	\$ 300,000.00	\$ 300,000.00	\$ 302,432.57	\$ 300,000.00	0.00%	\$ 300,000.00	0.00%	\$ 300,000.00	0.00%
3330	Natural Gas	\$ 4,678.59	\$ 7,000.00	\$ 7,000.00	\$ 8,050.29	\$ 7,500.00	7.14%	\$ 7,500.00	7.14%	\$ 7,500.00	7.14%
3410	Printing	\$ 177.26			\$ -	\$ -	*	\$ -	*	\$ -	*

EXPENDITURE SHEET		Fiscal Year FY21-22									
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	FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
3421	Copy Machine Cost	\$ -	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	*	\$ 25.00	*	\$ 25.00	*
3511	Building Maintenance	\$ 20,328.48	\$ 25,000.00	\$ 25,000.00	\$ 40,000.00	\$ 30,000.00	20.00%	\$ 30,000.00	20.00%	\$ 30,000.00	20.00%
3521	Office Machine Maintenance	\$ 1,407.40	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%	\$ 1,500.00	0.00%
3522	Machine/Equipment Maintenance	\$ 817,221.15	\$ 415,614.00	\$ 420,138.24	\$ 420,000.00	\$ 805,300.00	93.76%	\$ 805,300.00	93.76%	\$ 805,300.00	93.76%
3603	Neuse River Intake Dredging	\$ 75,668.00	\$ 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	\$ 20,430.00	\$ 42,700.00	\$ 52,700.00	\$ 52,700.00	\$ 52,700.00	23.42%	\$ 52,700.00	23.42%	\$ 52,700.00	23.42%
3950	Education Reimbursement		\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	~	\$ 1,000.00	~	\$ 1,000.00	~
3992	Water Analysis	\$ 17,575.88	\$ 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	\$ 4,000.00	~	\$ 4,000.00	~	\$ 4,000.00	~
4391	Equipment Rent	\$ 1,798.50	\$ 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	\$ 7,392.31	\$ 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	\$ 65,375.00	\$ 69,959.00	\$ 69,959.00	\$ 70,214.17	\$ 72,321.00	3.38%	\$ 72,321.00	3.38%	\$ 72,321.00	3.38%
4521	Auto Liability	\$ 1,705.00	\$ 1,790.00	\$ 1,790.00	\$ 1,859.41	\$ 1,915.00	6.98%	\$ 1,915.00	6.98%	\$ 1,915.00	6.98%
4541	Employee Personal Liability	\$ 49.00	\$ 49.00	\$ 49.00	\$ 43.06	\$ 44.00	*	\$ 44.00	*	\$ 44.00	*
4543	Insurance Deductible Claims	\$ 903.23	\$ -	\$ -	\$ 8,000.00	\$ 3,000.00	~	\$ 3,000.00	~	\$ 3,000.00	~
4911	Subscriptions	\$ 1,289.78	\$ 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	\$ 4,943.00	\$ 5,105.00	\$ 5,105.00	\$ 5,010.00	\$ 6,236.00	22.15%	\$ 6,236.00	22.15%	\$ 6,236.00	22.15%
4990	Equipment Expense		\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 7,000.00	-2.78%	\$ 7,000.00	-2.78%	\$ 7,000.00	-2.78%
9561	Office Supplies	\$ 249.70	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	*	\$ 350.00	*	\$ 350.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 4,000.00	~	\$ 4,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 3,000.00	~	\$ 3,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 4,800.00	~	\$ 4,800.00	~
	Total Operating Expenditures	\$ 2,407,246.21	\$ 2,054,599.00	\$ 2,158,523.24	\$ 2,166,228.50	\$ 3,069,640.33	49.40%	\$ 3,069,640.33	49.40%	\$ 3,069,640.33	49.40%
5093	Pump				\$ -	\$ 252,000.00	~	\$ -	*	\$ -	*
5094	Flood Control Structure	\$ 645,000.00	\$ -	\$ 23,000.00	\$ 23,000.00	\$ -	*	\$ -	*	\$ -	*
5202	Technology Capital	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
5401	Administrative Car	\$ 69,862.00			\$ -	\$ 21,706.00	~	\$ 21,706.00	~	\$ 21,706.00	~
5527	Miscellaneous Equipment				\$ -	\$ 73,000.00	~	\$ 23,000.00	~	\$ 23,000.00	~
5801	Equipment Shelter				\$ -	\$ 100,000.00	~	\$ -	*	\$ -	*
5913	Neuse River PS Auto Transf Switch				\$ -	\$ 160,000.00	~	\$ 160,000.00	~	\$ 160,000.00	~
5950	Elevated Tank Asset Management				\$ -	\$ 490,000.00	~	\$ 490,000.00	~	\$ 490,000.00	~
	Total Capital Outlay	\$ 714,862.00	\$ -	\$ 23,000.00	\$ 23,000.00	\$ 1,096,706.00	~	\$ 694,706.00	~	\$ 694,706.00	~
7120	Water Loan Principal				\$ -	\$ -	*	\$ -	*	\$ -	*
7220	Water Loan Interest				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Utilities-Water Plant Budget	\$ 3,806,131.26	\$ 2,837,647.60	\$ 2,964,571.84	\$ 2,946,575.51	\$ 5,156,477.42	81.72%	\$ 4,581,199.65	61.44%	\$ 4,581,199.65	61.44%

JUSTIFICATION SHEET		Fiscal Year FY21-22	Dept. Head-Mike Wagner		Blue Font - Detail Schedule Requested Green Cell - Department Input		
Fund:		61-Utilities Fund					
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		NOTE: 12 FT employees current FY & 1 PT; requesting 2 more FT next FY - for 14 FT and 1 PT total	\$ 513,759.64	\$ 680,168.42	\$ 555,059.89	\$ 555,059.89
1215	Salaries & Wages-Shift Differential		\$400 per pay period estimate x 26 pay periods	\$ 5,600.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00
1220	Salaries & Wages Overtime			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
1262	Salaries & Wages Perm. Part-Time			\$ 10,234.66	\$ 16,963.89	\$ 16,963.89	\$ 16,963.89
1272	Holiday Pay			\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
1274	Call Duty Pay		6 On-Call Duty Weeks x \$125	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
1275	Salaries & Wages Bonus		Leave Blank for next FY per T. Odom/C. Gwynn on 3/17/21	\$ 2,056.00		\$ -	\$ -
1278	Wellness Earnings		\$300 per year x 12 employees; 14 next FY	\$ 3,600.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
1280	Vacation Pay Out		Possible Employee Turnover Estimated Amount	\$ 4,738.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 42,437.48	\$ 55,728.90	\$ 46,158.09	\$ 46,158.09
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 56,638.78	\$ 82,391.35	\$ 68,241.57	\$ 68,241.57
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 22,189.53	\$ 29,139.29	\$ 24,134.95	\$ 24,134.95
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 77,472.00	\$ 90,384.00	\$ 71,016.00	\$ 71,016.00
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	\$ 496.08	\$ 534.24	\$ 457.92	\$ 457.92
1850	Unemployment Compensation		Provided by Finance	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
1860	Worker's Compensation		Provided by Finance	\$ 3,199.84	\$ 3,296.00	\$ 3,296.00	\$ 3,296.00
Total Salaries & Benefits				\$ 757,347.01	\$ 990,131.09	\$ 816,853.32	\$ 816,853.32
1911	Audit			\$ -	\$ -	\$ -	\$ -
1915	Bank Fees		Audit & Bank Fees are coded to 4174 per T. Odom 3/17/21	\$ -	\$ -	\$ -	\$ -
1931	Medical Treatment			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
1932	Medical Exams			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
1986	Consultant Fees - IT	Y	See I.T. Department	\$ -	\$ -	\$ -	\$ -
1991	Consultant Fees	Y	See SCH1991	\$ 119,210.00	\$ 571,096.00	\$ 571,096.00	\$ 571,096.00
2111	Cleaning Supplies		Housekeeping-type cleaning supplies, floor cleaner, toilet paper, paper towels, etc.	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2121	Uniforms		These funds are used to purchase uniforms for 11 operators + 2 new positions at the Water Plant.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2123	Protective Clothing		These funds are used to purchase personal protective items, such as gloves, rubber boots, safety glasses, masks, ear plugs, etc.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

JUSTIFICATION SHEET	Fiscal Year FY21-22		Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund	Dept. Head-Mike Wagner	Green Cell - Department Input
Dept #:	Public Utilities - 4176		
Division:	Water Plant - 4176		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
2124	Shoes-Steel Toe		14 FT next FY x \$150	\$ 1,610.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
2203	Employee Appreciation		\$16 x 14 FT	\$ 224.00	\$ 224.00	\$ 224.00	\$ 224.00
2323	Other Training	Y	See SCH2323	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2501	Vehicle Operation/Maintenance			\$ 4,000.00	\$ 4,000.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 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)	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
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
2998	Chemicals	Y	See SCH2998	\$ 900,000.00	\$ 978,534.33	\$ 978,534.33	\$ 978,534.33
3121	Travel	Y	See SCH3121	\$ 5,000.00	\$ 6,995.00	\$ 6,995.00	\$ 6,995.00
3210	Telephone			\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
3250	Postage			\$ 4,800.00	\$ 4,800.00	\$ -	\$ -
3310	Electricity			\$ 302,432.57	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
3330	Natural Gas			\$ 8,050.29	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
3410	Printing		Line Item No Longer Used	\$ -	\$ -	\$ -	\$ -
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)	\$ 40,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
3521	Office Machine Maintenance		Computers, printers, copiers, etc...	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3522	Machine/Equipment Maintenance	Y	See SCH3522	\$ 420,000.00	\$ 805,300.00	\$ 805,300.00	\$ 805,300.00
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	\$ 52,700.00	\$ 52,700.00	\$ 52,700.00	\$ 52,700.00
3950	Education Reimbursement		\$782 spent YTD; Mike - estimated \$1000 for each yr.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike Wagner		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Public Utilities - 4176					
Division:		Water Plant - 4176					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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 spent YTD -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
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 cost bi-annual PM's and fuel testing 4 generators	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 70,214.17	\$ 72,321.00	\$ 72,321.00	\$ 72,321.00
4521	Auto Liability		Provided by Finance	\$ 1,859.41	\$ 1,915.00	\$ 1,915.00	\$ 1,915.00
4541	Employee Personal Liability		Provided by Finance	\$ 43.06	\$ 44.00	\$ 44.00	\$ 44.00
4543	Insurance Deductible Claims		\$8000 spent YTD	\$ 8,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
4911	Subscriptions	Y	See SCH4911	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
4912	Fees & Dues	Y	See SCH4912	\$ 5,010.00	\$ 6,236.00	\$ 6,236.00	\$ 6,236.00
4990	Equipment Expense			\$ 7,200.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
9561	Office Supplies		Copier Paper, City Envelopes, Calendars	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
2501A	Fleet Charges Internal Use Only!		Vehicle Fuel (3 City Vehicles)			\$ 4,000.00	\$ 4,000.00
2502A	Vehicle Fuel-Internal Charges		Vehicle Fuel (3 City Vehicles)			\$ 3,000.00	\$ 3,000.00
3250A	Postage-Internal Charges only!		\$3100 spent thru 2/21			\$ 4,800.00	\$ 4,800.00
Total Operating Expenditures				\$ 2,166,228.50	\$ 3,069,640.33	\$ 3,069,640.33	\$ 3,069,640.33
5093	Pump		Upsize #4 High Service Pump - increased flow		\$ 252,000.00	\$ -	\$ -
5094	Flood Control Structure			\$ 23,000.00	\$ -	\$ -	\$ -
5202	Technology Capital		No Listing for this Line Item in Banner this FY	\$ -	\$ -	\$ -	\$ -
5401	Administrative Car		See Capital	\$ -	\$ 21,706.00	\$ 21,706.00	\$ 21,706.00
5527	Miscellaneous Equipment		See Capital		\$ 73,000.00	\$ 23,000.00	\$ 23,000.00
5801	Equipment Shelter		See Capital		\$ 100,000.00	\$ -	\$ -
5913	Neuse River PS Auto Transf Switch		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.		\$ 160,000.00	\$ 160,000.00	\$ 160,000.00
5950	Elevated Tank Asset Management		Elevated Tank Asset Management 4 X's		\$ 490,000.00	\$ 490,000.00	\$ 490,000.00
Total Capital Outlay				\$ 23,000.00	\$ 1,096,706.00	\$ 694,706.00	\$ 694,706.00
7120	Water Loan Principal		Provided by Finance				
7220	Water Loan Interest		Provided by Finance				
Total Debt Service						\$ -	\$ -
Total Public Utilities-Water Plant Budget				\$ 2,946,575.51	\$ 5,156,477.42	\$ 4,581,199.65	\$ 4,581,199.65

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
Fund:		61-Utilities Fund Dept. Head-Mike Wagner															
Dept #:		Public Utilities - 4176															
Division:		Water Plant - 4176															
		Current Asset Information								Replacement Asset Information							
								Maintenance Cost History									
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5401	P1009	2005 Ford Ranger	\$ 11,124.00	127,716	\$ 4,000.00	\$ 983.42	\$ 983.42	\$ 983.42	N	1	2021 Ford Escape	End of life 15yo +100,000 miles (Used to collect water samples from around town)	\$ 21,706.00	\$ 21,706.00	\$ 21,706.00	N
2	5527		2014 Unit Total Organic Carbon A			N/A				N	1	Total Organic Carbon Analyzer	End of life - MFG support is only thru used/refurbished parts. Warranty now reduced to "Best Effort" levels.	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	N
3	5527	N/A	Addition	N/A	N/A	N/A				N	2	Flood Barriers, Concrete Work for Generator Area (this is the 2nd and final piece of the flood stop barriers) This will take care of the generators and transformers for Duke - per Rick. Cfg 4/28/2020 2:05 PM	Removal of eathern berm which limits equipment access	\$ 50,000.00	\$ -	\$ -	N
4	5801	N/A	1970-80 Equipment Shelter	UNKNOWN	N/A	N/A				N	3	Equipment Building	Age/Recent Storms	\$ 100,000.00	\$ -	\$ -	N
5	5950											Elevated Tank Asset Management 4 X's	Per Mike, increase maintenance cost in #3522 if this is cut from budget	\$ 490,000.00	\$ 490,000.00	\$ 490,000.00	N
6	5913											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.	Per Mike, increase maintenance cost in #3522 if this is cut from budget	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	N
7	5093											Upsize #4 High Service Pump - increased flow	Per Mike, increase maintenance cost in #3522 if this is cut from budget	\$ 252,000.00	\$ -	\$ -	N
8																	
9																	
10																	
Total Capital Outlay Request				\$ 11,124.00		\$ 4,000.00	\$ 983.42	\$ 983.42	\$ 983.42					\$ 1,096,706.00	\$ 694,706.00	\$ 694,706.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Miscellaneous Professional Consulting Services for WTP Operation and Compliance		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
2	Engineering Services for updating Utility Master Plan (13 Years old and there are several items that have changed. Arcadis was the firm that did it originally 12 years ago. This is for all Water and Sewer, and not just Water.)	\$ -	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00	
3	Professional Services for Stantec Utility Rate Study-split between 4176 & 4177 (Total for Year \$22,192)	\$ 19,210.00	\$ 11,096.00	\$ 11,096.00	\$ 11,096.00	
4		\$ 100,000.00				
5						
6						
7						
8						
9						
10						
	Total - 1991 Consultant Fees	\$ 119,210.00	\$ 571,096.00	\$ 571,096.00	\$ 571,096.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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 FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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)(\$1.08/lb)(3,030 lb/load) + (9 loads)(\$200.97 fuel surcharge+\$45 Haz Mat)		\$ 31,665.33	\$ 31,665.33	\$ 31,665.33	
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(15 loads) @ \$1.50/lb (at 7,000 lb.);		\$ 157,500.00	\$ 157,500.00	\$ 157,500.00	
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		\$ 46,557.00	\$ 46,557.00	\$ 46,557.00	
11	Total Estimated Chemical FY 20-21 Year End	\$ 900,000.00				
12						
	Total - 2998 Chemicals	\$ 900,000.00	\$ 978,534.33	\$ 978,534.33	\$ 978,534.33	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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 - Brandon Ives & B.Kalin - \$120 each		\$ 240.00	\$ 240.00	\$ 240.00	
3	Process Control Chemistry - Brandon Ives & 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	\$ 5,000.00				
10						
	Total - 3121 Travel	\$ 5,000.00	\$ 6,995.00	\$ 6,995.00	\$ 6,995.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 3522 Machine/Equipment Maintenance

Dept. Head-Mike Wagner

Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	PM	Inspect, Repair, Calibration		\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
2	PM	Electronic Maintenance (Upgrade finished water Mag Meters \$135k)		\$ 170,000.00	\$ 170,000.00	\$ 170,000.00	
3	PM	Pump Repair		\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	
4	PM	Annual Hoist Inspections		\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
5	PM	Misc. equipment repairs (motors, electrical, compressors, etc.)		\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	
6	PM	Annual PLC Inventory		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
7	PM	Vibration Analysis on all Finished Water Pumps		\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	
8	PM	TOC Analyzer Maintenance		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
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		\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	
11	Specific	Elevated Tank Asset Management 4 X's -(move to capital-#5950) Per Mike-increase maintenance \$ if this is not approved in capital		\$ -	\$ -	\$ -	
12	Specific	Concrete foundations for Flood Barriers (on hand barriers)		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	
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 (move to capital #5093) per Mike-increase maintenance \$ is this is not approved in capital		\$ -	\$ -	\$ -	
15	Specific	Neuse River Pump Station Automatic Transfer Switch (over-engineered, been very unreliable. If it goes down, we are getting no raw water into the water system.)-move to capital #5855-increase maintenance \$ is this is not approved in capital		\$ -	\$ -	\$ -	
16	Specific	Main Plant generator manual transfer switch. Currently no ability to utilize the 600kw generator.		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	
17		Reduce \$XXX,XXX per Mike.		\$ -	\$ -	\$ -	
18		Total Estimated Machine/Equip. Maint. FY 20-21 Year End	\$ 420,000.00				
		Total - 3522 Machine/Equipment Maintenance	\$ 420,000.00	\$ 805,300.00	\$ 805,300.00	\$ 805,300.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Mike Wagner			
Dept #: Public Utilities - 4176							
Division: Water Plant - 4176							
Account: 4911 Subscriptions							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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							
		Total - 4911 Subscriptions	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4176
Division: Water Plant - 4176
Account: 4912 Fees & Dues

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	NC Water Treatment Facility Operators Certification Board	\$ 420.00	\$ 550.00	\$ 550.00	\$ 550.00	
2	NC Waterworks Operators Association	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	
3	NC Dept. of Environmental Quality - Plant Operating Permit	\$ 2,925.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
4	State Lab of Public Health-Drinking Water Certification Renewal	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	
5	NC AWWA-WEA Maintenance Technology Certification	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
6	AWWA Membership Renewals (3) - \$252 x 3	\$ 735.00	\$ 756.00	\$ 756.00	\$ 756.00	
7	National Association of Clean Water Agencies		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
8						
9						
10						
	Total - 4912 Fees & Dues	\$ 5,010.00	\$ 6,236.00	\$ 6,236.00	\$ 6,236.00	

FISCAL YEAR 2021-22 BUDGET

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

DEPARTMENT OVERVIEW:

The City of Goldsboro operates a 14.2 MGD advanced wastewater treatment facility. In 2020, an average of 11.16 MGD of wastewater was treated. Of this amount, 1.39 MGD was used purchased capacity. There is still 0.88 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 22 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 >50% most of the time.
- Barscreens at the 117, Little Cherry, and New Hope Pump Stations are due to be replaced. Each has experienced costly failures in FY 19-20 and FY 20-21. The 117 barscreen is from the 1960’s and Little Cherry from the 1970’s.
- The Westbrook Pump Station generator has 26 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 III- 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 an Assistant Director is important for succession planning and growth.

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 954,775.07	\$ 982,301.81	\$ 982,301.81	\$ 921,229.63	\$ 1,074,707.86	9.41%	\$ 966,915.28	-1.57%	\$ 966,915.28	-1.57%
1215	Salaries & Wages-Shift Differential		\$ -	\$ -	\$ 5,600.00	\$ 10,400.00	~	\$ 10,400.00	~	\$ 10,400.00	~
1220	Salaries & Wages Overtime	\$ 8,851.84	\$ 12,000.00	\$ 12,000.00	\$ 13,500.00	\$ 13,500.00	12.50%	\$ 13,500.00	12.50%	\$ 13,500.00	12.50%
1272	Holiday Pay	\$ 7,553.84	\$ 8,300.00	\$ 8,300.00	\$ 8,800.00	\$ 8,800.00	6.02%	\$ 8,800.00	6.02%	\$ 8,800.00	6.02%
1274	Call Duty Pay	\$ 6,535.71	\$ 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	\$ 7,928.06	\$ -	\$ -	\$ 3,238.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 4,073.62	\$ -	\$ -	\$ 4,125.00	\$ 6,300.00	~	\$ 6,300.00	~	\$ 6,300.00	~
1280	Vacation Pay Out	\$ 1,412.59	\$ 12,448.80	\$ 12,448.80	\$ 17,482.00	\$ 5,000.00	-59.84%	\$ 5,000.00	-59.84%	\$ 5,000.00	-59.84%
1810	Social Security	\$ 72,679.77	\$ 78,148.62	\$ 78,148.62	\$ 75,006.31	\$ 86,078.40	10.15%	\$ 77,832.27	-0.40%	\$ 77,832.27	-0.40%
1821	NCLGERS-Retirement	\$ 89,847.67	\$ 104,300.32	\$ 104,300.32	\$ 100,106.46	\$ 127,261.01	22.01%	\$ 115,069.67	10.33%	\$ 115,069.67	10.33%
1822	401-K Retirement	\$ 39,645.27	\$ 40,862.02	\$ 40,862.02	\$ 39,218.99	\$ 45,008.31	10.15%	\$ 40,696.61	-0.40%	\$ 40,696.61	-0.40%
1830	Hospital Insurance	\$ 119,066.72	\$ 130,800.00	\$ 130,800.00	\$ 129,120.00	\$ 135,576.00	3.65%	\$ 122,740.00	-6.16%	\$ 122,740.00	-6.16%
1835	Group Term Life Insurance Coverage	\$ 546.10	\$ 839.52	\$ 839.52	\$ 763.20	\$ 801.36	-4.55%	\$ 763.20	-9.09%	\$ 763.20	-9.09%
1850	Unemployment Compensation		\$ 449.00	\$ 449.00	\$ 449.00	\$ 310.00	*	\$ 310.00	*	\$ 310.00	*
1860	Worker's Compensation	\$ 4,347.00	\$ 4,328.00	\$ 4,328.00	\$ 5,263.74	\$ 5,422.00	25.28%	\$ 5,422.00	25.28%	\$ 5,422.00	25.28%
	Total Salaries & Benefits	\$ 1,317,263.26	\$ 1,381,278.09	\$ 1,381,278.09	\$ 1,330,402.32	\$ 1,525,664.94	10.45%	\$ 1,380,249.03	-0.07%	\$ 1,380,249.03	-0.07%
1911	Audit	\$ 13,312.50	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1915	Bank Fees	\$ 81,004.36			\$ -	\$ -	*	\$ -	*	\$ -	*
1931	Medical Treatment	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	*	\$ 50.00	*	\$ 50.00	*
1932	Medical Exams	\$ 474.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	0.00%	\$ 550.00	0.00%	\$ 550.00	0.00%
1991	Consultant Fees	\$ 5,000.00	\$ 104,210.00	\$ 104,210.00	\$ 104,210.00	\$ 31,096.00	-70.16%	\$ 31,096.00	-70.16%	\$ 31,096.00	-70.16%
2111	Cleaning Supplies	\$ 3,994.68	\$ 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	\$ 4,143.03	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00	0.00%	\$ 5,250.00	0.00%	\$ 5,250.00	0.00%
2123	Protective Clothing	\$ 2,168.37	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%
2124	Shoes-Steel Toe	\$ 1,587.55	\$ 2,415.00	\$ 2,415.00	\$ 2,415.00	\$ 3,000.00	24.22%	\$ 3,000.00	24.22%	\$ 3,000.00	24.22%
2203	Employee Appreciation	\$ 316.94	\$ 336.00	\$ 336.00	\$ 336.00	\$ 320.00	*	\$ 320.00	*	\$ 320.00	*
2323	Other Training	\$ 950.00	\$ 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	\$ 6,177.78	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	0.00%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 7,654.18	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	0.00%	\$ -	*	\$ -	*
2591	Fuel For Equipment	\$ 11,086.24	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	0.00%	\$ 9,500.00	0.00%	\$ 9,500.00	0.00%
2601	Office Supplies	\$ 2,991.97	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
2993	Operational Supplies	\$ 126,290.94	\$ 139,622.00	\$ 139,622.00	\$ 139,600.00	\$ 149,600.00	7.15%	\$ 149,600.00	7.15%	\$ 149,600.00	7.15%
2994	Tools	\$ 917.45	\$ 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	\$ 85,633.37	\$ 154,236.50	\$ 154,236.50	\$ 141,353.00	\$ 161,021.00	4.40%	\$ 161,021.00	4.40%	\$ 161,021.00	4.40%
3121	Travel	\$ 5,184.34	\$ 13,620.00	\$ 13,620.00	\$ 13,620.00	\$ 29,850.00	119.16%	\$ 29,850.00	119.16%	\$ 29,850.00	119.16%
3210	Telephone	\$ 3,204.54	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%	\$ 5,000.00	0.00%
3250	Postage	\$ 62,331.78	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.00%	\$ -	*	\$ -	*
3310	Electricity	\$ 585,720.49	\$ 650,000.00	\$ 650,000.00	\$ 505,793.14	\$ 600,000.00	-7.69%	\$ 600,000.00	-7.69%	\$ 600,000.00	-7.69%
3410	Printing	\$ 208.00			\$ -	\$ -	*	\$ -	*	\$ -	*
3421	Copy Machine Cost	\$ 59.90	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	*	\$ 175.00	*	\$ 175.00	*
3510	Repairs (Insurance Claims)	\$ 341.92	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3511	Building Maintenance	\$ 18,585.24	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 31,300.00	11.79%	\$ 31,300.00	11.79%	\$ 31,300.00	11.79%

EXPENDITURE SHEET		Fiscal Year FY21-22									
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											
							FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request					
3521	Office Machine Maintenance	\$ 1,516.73	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%	\$ 3,000.00	0.00%
3522	Machine/Equipment Maintenance	\$ 771,911.92	\$ 600,084.00	\$ 600,084.00	\$ 600,000.00	\$ 973,162.00	62.17%	\$ 703,162.00	17.18%	\$ 703,162.00	17.18%
3608	Pump Stations Maintenance	\$ 172,475.45	\$ 160,000.00	\$ 176,012.50	\$ 176,000.00	\$ 160,000.00	0.00%	\$ 175,000.00	9.38%	\$ 175,000.00	9.38%
3990	Wastewater Analysis	\$ 14,860.11	\$ 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	\$ 50,049.09			\$ -	\$ -	*	\$ -	*	\$ -	*
4391	Equipment Rent	\$ 1,753.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%	\$ 2,000.00	0.00%
4401	Generator Contract	\$ 47,516.51	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%	\$ 20,000.00	0.00%
4511	Multi-Peril Insurance	\$ 199,083.00	\$ 211,730.00	\$ 211,730.00	\$ 241,007.28	\$ 248,237.00	17.24%	\$ 248,237.00	17.24%	\$ 248,237.00	17.24%
4521	Auto Liability	\$ 2,059.00	\$ 2,162.00	\$ 2,162.00	\$ 2,245.84	\$ 2,313.00	6.98%	\$ 2,313.00	6.98%	\$ 2,313.00	6.98%
4541	Employee Personal Liability	\$ 85.00	\$ 85.00	\$ 85.00	\$ 74.69	\$ 77.00	*	\$ 77.00	*	\$ 77.00	*
4911	Subscriptions	\$ 150.00	\$ 150.00	\$ 150.00	\$ 232.00	\$ 326.00	*	\$ 326.00	*	\$ 326.00	*
4912	Fees & Dues	\$ 10,893.00	\$ 11,270.00	\$ 11,270.00	\$ 10,715.00	\$ 11,180.00	-0.80%	\$ 11,180.00	-0.80%	\$ 11,180.00	-0.80%
4920	Arbitrage Rebate Fees	\$ 332.62			\$ -	\$ -	*	\$ -	*	\$ -	*
4990	Equipment Expense	\$ 2,465.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ -	*	\$ -	*	\$ -	*
9561	Office Supplies	\$ 414.48	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	0.00%	\$ 700.00	0.00%	\$ 700.00	0.00%
9959	Neuse River Basin Association	\$ 14,816.45	\$ 17,285.82	\$ 17,285.82	\$ 17,286.00	\$ 14,834.00	-14.18%	\$ 14,834.00	-14.18%	\$ 14,834.00	-14.18%
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 12,000.00	~	\$ 12,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 19,000.00	~	\$ 19,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 2,500.00	~	\$ 2,500.00	~
	Total Operating Expenditures	\$ 2,319,720.93	\$ 2,215,731.32	\$ 2,231,743.82	\$ 2,103,412.95	\$ 2,532,741.00	14.31%	\$ 2,277,741.00	2.80%	\$ 2,277,741.00	2.80%
5401	Administrative Car	\$ 11.00			\$ -	\$ 50,000.00	~	\$ 50,000.00	~	\$ 50,000.00	~
5412	Compact Pick-Up Trucks	\$ 24,014.98			\$ -	\$ -	*	\$ -	*	\$ -	*
5486	72" Cut Riding Mower	\$ 14,426.25			\$ -	\$ -	*	\$ -	*	\$ -	*
5527	Miscellaneous Equipment	\$ 81,130.40	\$ 6,000.00	\$ 6,000.00	\$ 6,264.00	\$ 25,800.00	330.00%	\$ 25,800.00	330.00%	\$ 25,800.00	330.00%
5579	Electric Golf Carts		\$ 35,000.00	\$ 35,000.00	\$ 26,000.00	\$ -	*	\$ -	*	\$ -	*
5685	Generator				\$ -	\$ 500,000.00	~	\$ 500,000.00	~	\$ 500,000.00	~
5687	Aerators				\$ -	\$ 122,055.00	~	\$ 122,055.00	~	\$ 122,055.00	~
5746	WASS Valve Replacement				\$ -	\$ 95,000.00	~	\$ 95,000.00	~	\$ 95,000.00	~
5747	U.V. System Replacement				\$ -	\$ 1,030,000.00	~	\$ -	*	\$ -	*
5852	New Hope Lift Station Upgrade				\$ -	\$ 200,000.00	~	\$ 200,000.00	~	\$ 200,000.00	~
5855	Hwy 117 Pump Station Upgrade				\$ -	\$ 225,000.00	~	\$ 225,000.00	~	\$ 225,000.00	~
5873	Water Pump	\$ 21,315.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5888	Hypo Day Tank				\$ -	\$ 45,000.00	~	\$ 45,000.00	~	\$ 45,000.00	~
5910	Bar Screen/Cherry Hospital				\$ -	\$ 225,000.00	~	\$ -	*	\$ -	*
5936	Westside Pump Station Pump				\$ -	\$ 240,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 140,897.63	\$ 41,000.00	\$ 41,000.00	\$ 32,264.00	\$ 2,757,855.00	6626.48%	\$ 1,262,855.00	2980.13%	\$ 1,262,855.00	2980.13%
7100	Bond Principal				\$ -	\$ -	*	\$ -	*	\$ -	*
7110	Wastewater Principal Payment				\$ -	\$ -	*	\$ -	*	\$ -	*
7200	Bond Interest				\$ -	\$ -	*	\$ -	*	\$ -	*
7210	Wastewater Interest Payment				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Utilities-Waste Treatment Budget	\$ 3,777,881.82	\$ 3,638,009.41	\$ 3,654,021.91	\$ 3,466,079.27	\$ 6,816,260.94	87.36%	\$ 4,920,845.03	35.26%	\$ 4,920,845.03	35.26%

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Mike Wagner	Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Green Cell - Department Input
Dept #:	Public Utilities - 4177		
Division:	Waste Treatment - 4177		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210 Salaries & Wages Regular		NOTE: 21 employees (20 including J. Boyette in Engineering + 1 new next FY) in Salaries; 20 employees in Operational Costs	\$ 921,229.63	\$ 1,074,707.86	\$ 966,915.28	\$ 966,915.28
1215 Salaries & Wages-Shift Differential		\$400 per pay period estimate x 26 pay periods	\$ 5,600.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00
1220 Salaries & Wages Overtime		\$1125 per month estimate	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
1272 Holiday Pay			\$ 8,800.00	\$ 8,800.00	\$ 8,800.00	\$ 8,800.00
1274 Call Duty Pay		\$125 Operator On-Call Duty once per week x 52 weeks	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
1275 Salaries & Wages Bonus		Leave Blank for next FY per T. Odom/C. Gwynn on 3/17/21	\$ 3,238.00		\$ -	\$ -
1278 Wellness Earnings		\$300 per year x 21 employees	\$ 4,125.00	\$ 6,300.00	\$ 6,300.00	\$ 6,300.00
1280 Vacation Pay Out		Possible Employee Turnover Estimate for next FY	\$ 17,482.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
1810 Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 75,006.31	\$ 86,078.40	\$ 77,832.27	\$ 77,832.27
1821 NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24 (Leo)	\$ 100,106.46	\$ 127,261.01	\$ 115,069.67	\$ 115,069.67
1822 401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 39,218.99	\$ 45,008.31	\$ 40,696.61	\$ 40,696.61
1830 Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 129,120.00	\$ 135,576.00	\$ 122,740.00	\$ 122,740.00
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	\$ 801.36	\$ 763.20	\$ 763.20
1850 Unemployment Compensation		Provided by Finance	\$ 449.00	\$ 310.00	\$ 310.00	\$ 310.00
1860 Worker's Compensation		Provided by Finance	\$ 5,263.74	\$ 5,422.00	\$ 5,422.00	\$ 5,422.00
Total Salaries & Benefits			\$ 1,330,402.32	\$ 1,525,664.94	\$ 1,380,249.03	\$ 1,380,249.03
1911 Audit			\$ -	\$ -	\$ -	\$ -
1915 Bank Fees		Audit & Bank Fees are coded to 4174 per T. Odom 3/17/21	\$ -	\$ -	\$ -	\$ -
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	\$ 104,210.00	\$ 31,096.00	\$ 31,096.00	\$ 31,096.00
2111 Cleaning Supplies		Housekeeping: floor cleaner, toilet paper, paper towels, etc	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
2121 Uniforms		\$250 x 21 employees for FY20-21	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00
2123 Protective Clothing			\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
2124 Shoes-Steel Toe		\$150 x 20 employees next FY	\$ 2,415.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2203 Employee Appreciation		\$16 x 20 employees next FY	\$ 336.00	\$ 320.00	\$ 320.00	\$ 320.00
2323 Other Training	Y	See SCH2323	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2501 Vehicle Operation/Maintenance			\$ 12,000.00	\$ 12,000.00	\$ -	\$ -
2502 Vehicle Fuel			\$ 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
2601 Office Supplies			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2993 Operational Supplies		Bird Control-\$49,334, Lab Supplies, Herbicides, Spray Field, etc.	\$ 139,600.00	\$ 149,600.00	\$ 149,600.00	\$ 149,600.00

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Mike Wagner	Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Green Cell - Department Input
Dept #:	Public Utilities - 4177		
Division:	Waste Treatment - 4177		

Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
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	\$ 141,353.00	\$ 161,021.00	\$ 161,021.00	\$ 161,021.00
3121 Travel	Y	See SCH3121	\$ 13,620.00	\$ 29,850.00	\$ 29,850.00	\$ 29,850.00
3210 Telephone			\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3250 Postage			\$ 2,500.00	\$ 2,500.00	\$ -	\$ -
3310 Electricity		Provided by Finance	\$ 505,793.14	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00
3410 Printing		Line Item No Longer Used	\$ -	\$ -	\$ -	\$ -
3421 Copy Machine Cost		Copies made at City Hall	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
3510 Repairs (Insurance Claims)			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3511 Building Maintenance		Blower Bldg. Roof Replacement - \$20,000; A/C Servicing - \$3000; Exterminator - \$300; Floor Cleaning - \$2000; Fire Extinguisher - \$1000; Misc. Painting, Glass, Signage, Building Repairs - \$5000	\$ 28,000.00	\$ 31,300.00	\$ 31,300.00	\$ 31,300.00
3521 Office Machine Maintenance		Copier Lease	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3522 Machine/Equipment Maintenance	Y	See SCH3522	\$ 600,000.00	\$ 973,162.00	\$ 703,162.00	\$ 703,162.00
3608 Pump Stations Maintenance	Y	Pump Replacement & Repairs, Replacement of Barscreen and Generators, #5 VFD for Westbrook PS- Moved most to capital outlay	\$ 176,000.00	\$ 160,000.00	\$ 175,000.00	\$ 175,000.00
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 IT			\$ -	\$ -
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	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
4511 Multi-Peril Insurance		Provided by Finance	\$ 241,007.28	\$ 248,237.00	\$ 248,237.00	\$ 248,237.00
4521 Auto Liability		Provided by Finance	\$ 2,245.84	\$ 2,313.00	\$ 2,313.00	\$ 2,313.00
4541 Employee Personal Liability		Provided by Finance	\$ 74.69	\$ 77.00	\$ 77.00	\$ 77.00
4911 Subscriptions	Y	See SCH4911	\$ 232.00	\$ 326.00	\$ 326.00	\$ 326.00
4912 Fees & Dues	Y	See SCH4912	\$ 10,715.00	\$ 11,180.00	\$ 11,180.00	\$ 11,180.00
4920 Arbitrage Rebate Fees		Not Listed in Banner-probably coded to 4174 per Terrie-3/17	\$ -	\$ -	\$ -	\$ -
4990 Equipment Expense		\$2500 YTD spent of \$4100 approved;	\$ 4,100.00		\$ -	\$ -
9561 Office Supplies		Copier Paper, City Envelopes, Calendars	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
9959 Neuse River Basin Association		Annual Membership Dues for LNBA and NRCA	\$ 17,286.00	\$ 14,834.00	\$ 14,834.00	\$ 14,834.00
2501A Fleet Charges Internal Use Only!		Maintenance & Repairs for cars, trucks & lawn mowers			\$ 12,000.00	\$ 12,000.00
2502A Vehicle Fuel-Internal Charges		6 Vehicles + Carboy for 12" Hydraulic Submersible Pump			\$ 19,000.00	\$ 19,000.00
3250A Postage-Internal Charges only!					\$ 2,500.00	\$ 2,500.00
Total Operating Expenditures			\$ 2,103,412.95	\$ 2,532,741.00	\$ 2,277,741.00	\$ 2,277,741.00
5401 Administrative Car		See Capital	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike Wagner		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Public Utilities - 4177					
Division:		Waste Treatment - 4177					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
5412	Compact Pick-Up Trucks			\$ -	\$ -	\$ -	\$ -
5486	72" Cut Riding Mower			\$ -	\$ -	\$ -	\$ -
5527	Miscellaneous Equipment		See Capital	\$ 6,264.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00
5579	Electric Golf Carts		\$26,000 YTD Committed for Gator & 2 Golf Carts - \$9100 bal.	\$ 26,000.00	\$ -	\$ -	\$ -
5685	Generator		See Capital		\$ 500,000.00	\$ 500,000.00	\$ 500,000.00
5687	Aerators		See Capital		\$ 122,055.00	\$ 122,055.00	\$ 122,055.00
5746	WASS Valve Replacement		See Capital		\$ 95,000.00	\$ 95,000.00	\$ 95,000.00
5747	U.V. System Replacement		See Capital		\$ 1,030,000.00	\$ -	\$ -
5852	New Hope Lift Station Upgrade		See Capital		\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
5855	Hwy 117 Pump Station Upgrade		See Capital		\$ 225,000.00	\$ 225,000.00	\$ 225,000.00
5873	Water Pump		See Capital	\$ -	\$ -	\$ -	\$ -
5888	Hypo Day Tank		See Capital		\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
5910	Bar Screen/Cherry Hospital		See Capital		\$ 225,000.00	\$ -	\$ -
5936	Westside Pump Station Pump		See Capital		\$ 240,000.00	\$ -	\$ -
Total Capital Outlay				\$ 32,264.00	\$ 2,757,855.00	\$ 1,262,855.00	\$ 1,262,855.00
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				\$ 3,466,079.27	\$ 6,816,260.94	\$ 4,920,845.03	\$ 4,920,845.03

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
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?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?
1	5401	A1104	2007/Toyota/Yaris	\$ 15,000.00	73,800	\$ 5,000.00	\$ 845.48	\$ 845.48	\$ 845.48	N	2	Ford Ranger	Age/ Not meeting transportation/travel needs	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	N
2	5401	A1196	2011/Toyota Yaris hatchback	\$ 15,000.00	41,500	\$ 7,000.00	\$ 649.29	\$ 649.29	\$ 649.29	N	3	Ford Escape	Age/ Not meeting sampling and transportation needs	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	N
3	5527	N/A	Hach Multi-Bottle Sampler	\$ 5,500.00		\$ -				N	2	Refrigerated Sampler	No back-up Sampler	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	N
4	5527	N/A	2007 Buchi-Distillation (of water)	\$ 15,000.00	N/A		\$ 352.00	\$ 157.00	\$ 1,066.00	N	1	Lab Distillation Unit	14 years old; Maint. Issues	\$ 18,500.00	\$ 18,500.00	\$ 18,500.00	N
5	5888	N/A	1999/Part of Upgrade		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)	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	N
6	5746											WASS Valve Replacement	Replace valves that are >40-years old and are failing. This is an estimate to replace all four valves.	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	N
7	5747											U.V. System Replacement (if not approved-need to add back \$50K-\$100K in #3522 in maintenance costs	Currently have a U.V. System to disinfect the water being discharged into the Neuse River that is over 20-years old. Parts are becoming harder to source and we have spent >\$260k in the last 3-years keeping it running. We are asking to replace the current asset.	\$ 1,030,000.00	\$ -	\$ -	N
8	5687											Aerator Rehabilitation	We have four (4) aerators, one on each basin. They are each past their working life expectancy and need rehabbed. One per year at an estimated cost of \$122,055 (EACH).	\$ 122,055.00	\$ 122,055.00	\$ 122,055.00	N
9	5936											VFD for Pump #5 @ Westbrook Pump Station		\$ 240,000.00	\$ -	\$ -	N
10	5855											Bar Screen At Hwy 117		\$ 225,000.00	\$ 225,000.00	\$ 225,000.00	N
11	5910											Bar Screen At Cherry Hospital		\$ 225,000.00	\$ -	\$ -	N
12	5852											Barscreen At New Hope		\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	N
13	5685											Westbrook Pump Station 650 KW Generator		\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	N
14																	
Total Capital Outlay Request				\$ 50,500.00		\$ 12,000.00	\$ 1,846.77	\$ 1,651.77	\$ 2,560.77					\$ 2,757,855.00	\$ 1,262,855.00	\$ 1,262,855.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
3	Professional Services for Stantec-Utility Rate Study- split between 4176 & 4177 (Total for year \$22,192)	\$ 19,210.00	\$ 11,096.00	\$ 11,096.00	\$ 11,096.00	
4						
5						
6						
7						
8						
9	Total Estimated Consultant Fees FY 20-21 Year End					
10						
	Total - 1991 Consultant Fees	\$ 104,210.00	\$ 31,096.00	\$ 31,096.00	\$ 31,096.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 2323 Other Training

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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						
	Total - 2323 Other Training	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 2998 Chemicals

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Spray Field Hypo (Mini) - 500 gallons x 2.15 x 6 months	\$ 6,450.00	\$ 6,450.00	\$ 6,450.00	\$ 6,450.00	
2	Hypo Plant Site (Large) - 5,000 gallons x 0.80 x 6 months	\$ 24,000.00	\$ 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	\$ 55,920.00	\$ 55,920.00	\$ 55,920.00	\$ 55,920.00	
7	Polymer (Drums) 450 lbs. x 1.54 x 4 Drums	\$ -	\$ 2,772.00	\$ 2,772.00	\$ 2,772.00	
8	Poly Aluminum Chloride Tote (275 Gallons) - 6 x \$1872.75	\$ 7,491.00	\$ 11,236.50	\$ 11,236.50	\$ 11,236.50	
9	CL2 Granular - 100 lb. Drums - 6 x \$182	\$ 1,092.00	\$ 1,092.00	\$ 1,092.00	\$ 1,092.00	
10						
	Total - 2998 Chemicals	\$ 141,353.00	\$ 161,021.00	\$ 161,021.00	\$ 161,021.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Annual Wastewater Operator Certification Schools/Exams - 8 schools @ \$425; 8 exams @ \$85 & 8 Training Manuals x \$200		\$ 5,680.00	\$ 5,680.00	\$ 5,680.00	
2	1 Spray Irrigation School & 1 Electrical Safety School		\$ 950.00	\$ 950.00	\$ 950.00	
3	Pretreatment Workshop		\$ 100.00	\$ 100.00	\$ 100.00	
4	Association Meetings (Periodic professional/educational mtgs.)		\$ 100.00	\$ 100.00	\$ 100.00	
5	Required Certification Renewal for Contact Hours - 20 x \$115		\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	
6	NC AWWA Annual Conf. & Misc. Leadership Programs		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
7	Pesticide Exam/Certification Fee & Manuals		\$ 170.00	\$ 170.00	\$ 170.00	
8	Rental Car Expense		\$ 300.00	\$ 300.00	\$ 300.00	
9	AWWA, NCRWA, Compost Annual Conference (Director)		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
10	UNC Water and Wastewater National Leadership School		\$ 13,550.00	\$ 13,550.00	\$ 13,550.00	
11	Lab Analyst II X's 2 (\$290 + \$85 x 2)		\$ 750.00	\$ 750.00	\$ 750.00	
12	NC Rural Water Association Apprentice Service Fee - \$1750		\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	
13						
14						
15						
16						
17						
18	Total Estimated Travel FY 20-21 Year End	\$ 13,620.00				
19						
	Total - 3121 Travel	\$ 13,620.00	\$ 29,850.00	\$ 29,850.00	\$ 29,850.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 61-Utilities Fund
 Dept #: Public Utilities - 4177
 Division: Waste Treatment - 4177
 Account: 3522 Machine/Equipment Maintenance

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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		\$ 6,180.00	\$ 6,180.00	\$ 6,180.00	
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		\$ 15,195.00	\$ 15,195.00	\$ 15,195.00	
8	Maintenance Contract for Smart System 5		\$ 4,429.00	\$ 4,429.00	\$ 4,429.00	
9	UV Light Replacement Parts & Repairs		\$ 18,750.00	\$ 48,750.00	\$ 48,750.00	
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)		\$ 15,160.00	\$ 15,160.00	\$ 15,160.00	
12	Dewatering Service Parts Seals, Doctor Blades, Polymer Feed		\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	
13	Annual PLC Program Inventory		\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	
14	Replace Air Filters for Turbo Blowers & Panels		\$ 17,186.00	\$ 17,186.00	\$ 17,186.00	
15	Replace Weir Brushes		\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	
16	Instrumentation Sensors (DO, pH, Turbidity & Monitors)		\$ 29,322.00	\$ 29,322.00	\$ 29,322.00	
17	Grit Chambers - #1 & #2 Clean Out		\$ 18,800.00	\$ 18,800.00	\$ 18,800.00	
18	SCADA & PLC Service (CITI)		\$ 9,270.00	\$ 9,270.00	\$ 9,270.00	
19	WASS Valve Replacement-moved to capital (#5746) incr. maintenance \$ if not approved in capital		\$ -	\$ -	\$ -	
20	Bio Tank Blower Replacement		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
21	Bio Blower Replacement (includes removal of old & installation of new)		\$ 29,870.00	\$ 29,870.00	\$ 29,870.00	
22	U.V. System Replacement-moved to capital (#5747) incr. maintenance \$ if not approved in capital		\$ -	\$ -	\$ -	
23	Aerator Rehabilitation-moved to capital (#5687) incr. maintenance \$ if not approved in capital		\$ -	\$ -	\$ -	
24	EQ Basin #1 Sludge Removal		\$ 200,000.00	\$ -	\$ -	
25	Phase III of III Telemetry Upgrade at 40-locations		\$ 300,000.00	\$ 200,000.00	\$ 200,000.00	
26	Per Mike reduce \$XXX,XXX. Detail not specified					
27	Laboratory Equipment Servicing		\$ 5,600.00	\$ 5,600.00	\$ 5,600.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 3522 Machine/Equipment Maintenance

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
28	Total Estimated Machine/Equip. Maint. FY 20-21 Year End	\$ 600,000.00				
	Total - 3522 Machine/Equipment Maintenance	\$ 600,000.00	\$ 973,162.00	\$ 703,162.00	\$ 703,162.00	

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 3608 Pump Stations Maintenance

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	VFD for Pump #5 @ Westbrook Pump Station-\$240K-moved to capital (#5936) increase maintenance \$ if capital not approved		\$ -	\$ -	\$ -	
2	Bar Screen at Hwy 117 -225K-moved to capital (#5855) increase maintenance \$ if capital not approved		\$ -	\$ -	\$ -	
3	Barscreen at Little Cherry -\$225K-moved to capital (#5910) increase maintenance \$ if capital not approved		\$ -	\$ -	\$ -	
4	Barscreen New Hope -\$200L (#5852) moved to capital-increase maintenance \$ if capital not approved		\$ -	\$ -	\$ -	
5	Replace Westbrook Pump Station 650 KW Generator -\$500K (#5685)-moved to capital-increase maintenance \$ if capital not approved		\$ -	\$ -	\$ -	
6	Maintenance		\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	
7	Add maintenance per Mike 5-14-21 (TLO)		\$ -	\$ 15,000.00	\$ 15,000.00	
8	FY 20-21	\$ 176,000.00				
Total - 3608 Pump Stations Maintenance		\$ 176,000.00	\$ 160,000.00	\$ 175,000.00	\$ 175,000.00	

SUPPORTING SCHEDULE

Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 4911 Subscriptions

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Laboratory Standards Manuals	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	
2	Goldsboro News Argus Subscription	\$ 82.00	\$ 176.00	\$ 176.00	\$ 176.00	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 4911 Subscriptions	\$ 232.00	\$ 326.00	\$ 326.00	\$ 326.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 61-Utilities Fund
Dept #: Public Utilities - 4177
Division: Waste Treatment - 4177
Account: 4912 Fees & Dues

Dept. Head-Mike Wagner

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Wastewater Operator Certification Renewals (23 x \$50-this includes 3 cross-certified staff in Water & Compost + 20 WRF staff)(Due in Dec)	\$ 900.00	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00	
2	NCAWWA-WEA Assn. Membership for Operators (\$85 x 20)(3 due in Feb & remainder in May); 19 x \$80 this FY	\$ 1,520.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	
3	NC AWWA-WEA Maintenance Technology Certification (Jay/Mechanic)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
4	Annual NPDES Permit Fee (Discharge) due in November	\$ 3,440.00	\$ 3,440.00	\$ 3,440.00	\$ 3,440.00	
5	Laboratory Annual Certification (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)	\$ 465.00	\$ 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	\$ 1,310.00	\$ 1,310.00	\$ 1,310.00	
10	NC Association of Municipal Clerks/International Institute of Municipal Clerks	\$ 190.00	\$ 190.00	\$ 190.00	\$ 190.00	
	Total - 4912 Fees & Dues	\$ 10,715.00	\$ 11,180.00	\$ 11,180.00	\$ 11,180.00	

EXPENDITURE SHEET											
Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1834	City's Portion Retiree Health Insur		\$ 38,000.00	\$ 38,000.00	\$ 12,000.00	\$ 14,000.00	-63.16%	\$ 14,000.00	-63.16%	\$ 14,000.00	-63.16%
	Total Salaries & Benefits	\$ -	\$ 38,000.00	\$ 38,000.00	\$ 12,000.00	\$ 14,000.00	-63.16%	\$ 14,000.00	-63.16%	\$ 14,000.00	-63.16%
1991	Consultant Fees	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
3599	Storm Damage Cleanup	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5152	Meter Reading Device Upgrade	\$ 107,810.92			\$ -	\$ -	*	\$ -	*	\$ -	*
5412	Compact Pick-Up Trucks		\$ 24,000.00	\$ 24,000.00	\$ 25,690.00	\$ -	*	\$ -	*	\$ -	*
5527	Miscellaneous Equipment		\$ 8,100.00	\$ 8,100.00	\$ -	\$ 9,410.00	16.17%	\$ 9,410.00	16.17%	\$ 9,410.00	16.17%
5734	GPS Equipment	\$ 50,285.90	\$ 6,110.00	\$ 6,110.00	\$ 6,108.00	\$ -	*	\$ -	*	\$ -	*
5741	Sewer Bond Exp-Engineering	\$ 107,185.00			\$ 380,000.00	\$ -	*	\$ -	*	\$ -	*
5744	Sewer Capacity Purchased	\$ 687,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5745	NCDOT U57-24 Ctrl Hts Realignmt	\$ 27,875.69			\$ -	\$ -	*	\$ -	*	\$ -	*
5909	Utility Improvements		\$ 125,000.00	\$ 125,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
5912	Water Tank Painting	\$ 823,295.00	\$ 500,000.00	\$ 500,000.00	\$ 245,000.00	\$ -	*	\$ -	*	\$ -	*
5969	Sewer Improvements				\$ -	\$ 974,000.00	~	\$ 110,000.00	~	\$ 247,190.00	~
5982	Water Improvements				\$ -	\$ 44,000.00	~	\$ -	*	\$ -	*
	Total Capital Outlay	\$ 1,803,452.51	\$ 663,210.00	\$ 663,210.00	\$ 656,798.00	\$ 1,027,410.00	54.91%	\$ 119,410.00	-82.00%	\$ 256,600.00	-61.31%
7160	Lease Purchase Payment				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Public Utilities-Utility Fund Capital Budget	\$ 1,803,452.51	\$ 701,210.00	\$ 701,210.00	\$ 668,798.00	\$ 1,041,410.00	48.52%	\$ 133,410.00	-80.97%	\$ 270,600.00	-61.41%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Marty Anderson		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Public Utilities - 4178					
Division:		Utility Fund Capital - 4178					
	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1834	City's Portion Retiree Health Insur			\$ 12,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
	Total Salaries & Benefits			\$ 12,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
1991	Consultant Fees	Y		\$ -	\$ -	\$ -	\$ -
3599	Storm Damage Cleanup				\$ -	\$ -	\$ -
	Total Operating Expenditures			\$ -	\$ -	\$ -	\$ -
5152	Meter Reading Device Upgrade			\$ -	\$ -	\$ -	\$ -
5412	Compact Pick-Up Trucks		2021 F-150 4x2 Super Crew Cab	\$ 25,690.00	\$ -	\$ -	\$ -
5527	Miscellaneous Equipment		Survey Utility Box for transporting survey equipment	\$ -	\$ 9,410.00	\$ 9,410.00	\$ 9,410.00
5734	GPS Equipment		Trimble GPS Unit	\$ 6,108.00	\$ -	\$ -	\$ -
5741	Sewer Bond Exp-Engineering		Wastewater System Improvements	\$ 380,000.00	\$ -	\$ -	\$ -
5744	Sewer Capacity Purchased			\$ -	\$ -	\$ -	\$ -
5745	NCDOT U57-24 Ctrl Hts Realignmt		Central Heights Road Realignment (FY2022/23)	\$ -	\$ -	\$ -	\$ -
5909	Utility Improvements		Wayne Memorial Drive Improvements (FY 2022/23) (Bulb outs)	\$ -	\$ -	\$ -	\$ -
5912	Water Tank Painting		Water Tank Painting/Maintenance	\$ 245,000.00	\$ -	\$ -	\$ -
5969	Sewer Improvements		Unforeseen I&I Repairs	\$ -	\$ 974,000.00	\$ 110,000.00	\$ 247,190.00
5982	Water Improvements			\$ -	\$ 44,000.00	\$ -	\$ -
	Total Capital Outlay			\$ 656,798.00	\$ 1,027,410.00	\$ 119,410.00	\$ 256,600.00
7160	Lease Purchase Payment			\$ -	\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -	\$ -
	Total Public Utilities-Utility Fund Capital Budge			\$ 668,798.00	\$ 1,041,410.00	\$ 133,410.00	\$ 270,600.00

Fiscal Year CAPITAL OUTLAY FY21-22 Fund: 61-Utilities Fund Dept. Head-Marty Anderson Dept #: Public Utilities - 4178 Division: Utility Fund Capital - 4178																			
Current Asset Information										Replacement Asset Information									
						Maintenance Cost History													
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21	New Debt?	FAK #	Formal/ Informal/ State Contract?
1	5527	NA	NA	NA	NA	NA				NA		Survey Utility Box	Transport Survey Equipment	\$ 9,410.00	\$ 9,410.00	\$ 9,410.00	N		
2	DWSRF	NA	NA	NA	NA	NA				NA		Water System Improvements	\$3,066,120.00 - Construction cost for water system improvements - this is approved for an SRF loan and should not be included in department request - cgrwynn 5/8/2021 6:32 PM	\$ -	\$ -	\$ -	N		
3	5909	NA	NA	NA	NA	NA				NA		Wayne Memorial Dr. Improvements NCDOT Project U-5994	Relocation/replace of utility lines. Total cost = \$500,000 NCDOT will reimburse City 75% of construction. Due to delay of NCDOT projects Wayne Memorial Drive Improvements (\$125,000.00) are delayed until FY 2022/23.	\$ -	\$ -	\$ -	N		
4	5969	NA	NA	NA	NA	NA				NA		Inflow & Infiltration Repairs	Sanitary sewer rehabilitation repairs based on I&I Study	\$ 110,000.00	\$ 110,000.00	\$ 247,190.00	N		
5	5969	NA	NA	NA	NA	NA				NA		Petitioned Sanitary Sewer Improvements	Oak Forest Road, Courtney Road, US 117 South, and Smith Drive	\$ 864,000.00	\$ -	\$ -	N		
6	5982	NA	NA	NA	NA	NA				NA		Petitioned Water Improvements	Branch Street from Vann Street to Truman Street	\$ 44,000.00	\$ -	\$ -	N		
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -	NA				\$ 1,027,410.00	\$ 119,410.00	\$ 256,600.00			

FISCAL YEAR 2021-22 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 and reclassification are needed to meet the operations and maintenance needs of the facility, ensure efficiency with biosolids and stormwater permits, re-establish maintenance plans and training, and avoid potential injuries in this industrial environment.
- The Compost Facility operates a 2003 dump truck with 132,500 miles on it. It is 18-years old and needs to be replaced.
- The metal structure is in a harsh environment and the rafters need to be recoated to extend the building life.

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 200,542.52	\$ 201,124.07	\$ 201,124.07	\$ 201,124.17	\$ 284,890.43	41.65%	\$ 224,341.42	11.54%	\$ 224,341.42	11.54%
1220	Salaries & Wages Overtime	\$ 2,740.86	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%	\$ 2,200.00	0.00%
1275	Salaries & Wages Bonus	\$ 2,063.31	\$ -	\$ -	\$ 1,028.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 1,188.62	\$ -	\$ -	\$ 1,500.00	\$ 1,800.00	~	\$ 1,800.00	~	\$ 1,800.00	~
1280	Vacation Pay Out	\$ 4,312.50			\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 15,677.25	\$ 15,554.29	\$ 15,554.29	\$ 15,747.69	\$ 22,100.12	42.08%	\$ 17,468.12	12.30%	\$ 17,468.12	12.30%
1821	NCLGERS-Retirement	\$ 19,111.05	\$ 20,759.38	\$ 20,759.38	\$ 21,017.51	\$ 32,673.51	57.39%	\$ 25,825.41	24.40%	\$ 25,825.41	24.40%
1822	401-K Retirement	\$ 8,434.05	\$ 8,132.97	\$ 8,132.97	\$ 8,234.09	\$ 11,555.62	42.08%	\$ 9,133.66	12.30%	\$ 9,133.66	12.30%
1830	Hospital Insurance	\$ 30,247.50	\$ 32,700.00	\$ 32,700.00	\$ 32,280.00	\$ 38,736.00	18.46%	\$ 32,280.00	-1.28%	\$ 32,280.00	-1.28%
1835	Group Term Life Insurance Coverage	\$ 120.89	\$ 228.96	\$ 228.96	\$ 228.96	\$ 228.96	*	\$ 190.80	*	\$ 190.80	*
1850	Unemployment Compensation		\$ 98.00	\$ 98.00	\$ 98.00	\$ 63.00	*	\$ 63.00	*	\$ 63.00	*
1860	Worker's Compensation	\$ 1,117.00	\$ 1,166.00	\$ 1,166.00	\$ 1,418.00	\$ 1,461.00	25.30%	\$ 1,461.00	25.30%	\$ 1,461.00	25.30%
	Total Salaries & Benefits	\$ 285,555.55	\$ 281,963.67	\$ 281,963.67	\$ 284,876.41	\$ 395,708.63	40.34%	\$ 314,763.41	11.63%	\$ 314,763.41	11.63%
1915	Bank Fees	\$ 908.75	\$ 825.00	\$ 825.00	\$ 1,225.00	\$ 1,225.00	48.48%	\$ 1,225.00	48.48%	\$ 1,225.00	48.48%
1932	Medical Exams	\$ 79.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
1991	Consultant Fees	\$ -	\$ 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	\$ 1,284.48	\$ 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	\$ 1,658.95	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%	\$ 1,800.00	0.00%
2123	Protective Clothing	\$ 1,293.92	\$ 1,375.00	\$ 1,375.00	\$ 1,375.00	\$ 1,650.00	20.00%	\$ 1,650.00	20.00%	\$ 1,650.00	20.00%
2124	Shoes-Steel Toe	\$ 509.95	\$ 690.00	\$ 690.00	\$ 690.00	\$ 900.00	30.43%	\$ 900.00	30.43%	\$ 900.00	30.43%
2203	Employee Appreciation	\$ 80.00	\$ 96.00	\$ 96.00	\$ 96.00	\$ 96.00	*	\$ 96.00	*	\$ 96.00	*
2323	Other Training	\$ 1,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	50.00%	\$ 3,000.00	50.00%	\$ 3,000.00	50.00%
2501	Vehicle Operation/Maintenance	\$ 25,090.63	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 40,000.00	-11.11%	\$ -	*	\$ -	*
2502	Vehicle Fuel	\$ 3,801.10	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	-20.00%	\$ -	*	\$ -	*
2591	Fuel For Equipment	\$ 30,045.83	\$ 36,000.00	\$ 36,000.00	\$ 30,000.00	\$ 30,000.00	-16.67%	\$ 30,000.00	-16.67%	\$ 30,000.00	-16.67%
2601	Office Supplies	\$ 937.74	\$ 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	\$ 19,451.73	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	0.00%	\$ 22,000.00	0.00%	\$ 22,000.00	0.00%
2994	Tools	\$ 896.09	\$ 750.00	\$ 750.00	\$ 750.00	\$ 1,000.00	33.33%	\$ 1,000.00	33.33%	\$ 1,000.00	33.33%
2998	Chemicals	\$ 1,675.79	\$ 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	\$ 297.74	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00	0.00%	\$ 1,795.00	0.00%	\$ 1,795.00	0.00%
3210	Telephone	\$ 171.33			\$ -	\$ 1,000.00	~	\$ 1,000.00	~	\$ 1,000.00	~
3250	Postage	\$ 3,550.92	\$ 2,300.00	\$ 2,300.00	\$ 3,600.00	\$ 3,600.00	56.52%	\$ -	*	\$ -	*
3310	Electricity	\$ 57,071.32	\$ 52,000.00	\$ 52,000.00	\$ 67,685.14	\$ 68,000.00	30.77%	\$ 68,000.00	30.77%	\$ 68,000.00	30.77%
3410	Printing	\$ 200.00	\$ 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	\$ 48,809.88	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 133,000.00	343.33%	\$ 33,000.00	10.00%	\$ 33,000.00	10.00%
3521	Office Machine Maintenance	\$ -	\$ 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	\$ 108,958.77	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00	0.00%	\$ 108,000.00	0.00%	\$ 108,000.00	0.00%
4391	Equipment Rent	\$ 1,985.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	100.00%	\$ 5,000.00	100.00%	\$ 5,000.00	100.00%
4401	Generator Contract	\$ 794.13	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%	\$ 1,000.00	0.00%
4403	Compost Analysis	\$ 3,924.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	0.00%	\$ 6,600.00	0.00%	\$ 6,600.00	0.00%
4511	Multi-Peril Insurance	\$ 22,071.00	\$ 23,871.00	\$ 23,871.00	\$ 24,158.86	\$ 24,884.00	4.24%	\$ 24,884.00	4.24%	\$ 24,884.00	4.24%

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4521	Auto Liability	\$ 8,443.78	\$ 8,866.00	\$ 8,866.00	\$ 9,209.80	\$ 9,486.00	6.99%	\$ 9,486.00	6.99%	\$ 9,486.00	6.99%
4541	Employee Personal Liability	\$ 22.00	\$ 22.00	\$ 22.00	\$ 19.33	\$ 22.00	*	\$ 22.00	*	\$ 22.00	*
4911	Subscriptions	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
4912	Fees & Dues	\$ 3,468.54	\$ 5,945.00	\$ 5,945.00	\$ 5,945.00	\$ 5,975.00	0.50%	\$ 5,975.00	0.50%	\$ 5,975.00	0.50%
9561	Office Supplies	\$ 81.16	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	*	\$ 150.00	*	\$ 150.00	*
2501A	Fleet Charges Internal Use Only!				\$ -	\$ -	*	\$ 40,000.00	~	\$ 40,000.00	~
2502A	Vehicle Fuel-Internal Charges				\$ -	\$ -	*	\$ 10,000.00	~	\$ 10,000.00	~
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 3,600.00	~	\$ 3,600.00	~
Total Operating Expenditures		\$ 349,363.53	\$ 375,060.00	\$ 375,060.00	\$ 387,074.13	\$ 489,158.00	30.42%	\$ 389,158.00	3.76%	\$ 389,158.00	3.76%
5067	Compost Bagger	\$ 8,450.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5078	Conveyor Loading System	\$ 199,780.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5165	Agitator/Rehabilitate	\$ 4,770.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5302	Mixing Truck		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 150,000.00	500.00%	\$ -	*	\$ -	*
5509	Heavy Duty Wheel Loader		\$ 156,000.00	\$ 156,000.00	\$ 156,000.00	\$ -	*	\$ -	*	\$ -	*
Total Capital Outlay		\$ 213,000.00	\$ 181,000.00	\$ 181,000.00	\$ 181,000.00	\$ 150,000.00	-17.13%	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
Total Public Utilities-Compost Budget		\$ 847,919.08	\$ 838,023.67	\$ 838,023.67	\$ 852,950.54	\$ 1,034,866.63	23.49%	\$ 703,921.41	-16.00%	\$ 703,921.41	-16.00%

JUSTIFICATION SHEET	Fiscal Year FY21-22	Dept. Head-Mike Wagner	Blue Font - Detail Schedule Requested
Fund:	61-Utilities Fund		Green Cell - Department Input
Dept #:	Public Utilities - 4179		
Division:	Compost - 4179		

	Object of Expenditure	Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		note add Gabby's reclass & new pos. to next yr. request	\$ 201,124.17	\$ 284,890.43	\$ 224,341.42	\$ 224,341.42
1220	Salaries & Wages Overtime			\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
1275	Salaries & Wages Bonus		Leave Blank for next FY per T. Odom/C. Gwynn on 3/17/21	\$ 1,028.00		\$ -	\$ -
1278	Wellness Earnings		\$300 per year x 5 employees; 6 next FY	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
1280	Vacation Pay Out		N/A	\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 15,747.69	\$ 22,100.12	\$ 17,468.12	\$ 17,468.12
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24 (Leo)	\$ 21,017.51	\$ 32,673.51	\$ 25,825.41	\$ 25,825.41
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 8,234.09	\$ 11,555.62	\$ 9,133.66	\$ 9,133.66
1830	Hospital Insurance		# FTE X \$6,456 (\$538 per employee per month)	\$ 32,280.00	\$ 38,736.00	\$ 32,280.00	\$ 32,280.00
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	\$ 228.96	\$ 228.96	\$ 190.80	\$ 190.80
1850	Unemployment Compensation		Provided by Finance	\$ 98.00	\$ 63.00	\$ 63.00	\$ 63.00
1860	Worker's Compensation		Provided by Finance	\$ 1,418.00	\$ 1,461.00	\$ 1,461.00	\$ 1,461.00
	Total Salaries & Benefits			\$ 284,876.41	\$ 395,708.63	\$ 314,763.41	\$ 314,763.41
1915	Bank Fees		Estimate \$102 per month per Terrie Odom 3/11/21	\$ 1,225.00	\$ 1,225.00	\$ 1,225.00	\$ 1,225.00
1932	Medical Exams			\$ 200.00	\$ 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		\$300 x 6 employees	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
2123	Protective Clothing		\$275 x 6 employees	\$ 1,375.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00
2124	Shoes-Steel Toe		\$150 x 6 employees	\$ 690.00	\$ 900.00	\$ 900.00	\$ 900.00
2203	Employee Appreciation		\$16 x 6 employees	\$ 96.00	\$ 96.00	\$ 96.00	\$ 96.00
2323	Other Training	Y	See SCH2323	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
2501	Vehicle Operation/Maintenance			\$ 45,000.00	\$ 40,000.00	\$ -	\$ -
2502	Vehicle Fuel			\$ 12,500.00	\$ 10,000.00	\$ -	\$ -
2591	Fuel For Equipment		\$30,000 spent FY20; \$15,000 spent YTD	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
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	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
2994	Tools		Tools for maintenance of equipment and grounds	\$ 750.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2998	Chemicals		Herbicides, aerosols, etc.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
3121	Travel	Y	See SCH3121	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Mike Wagner		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities Fund				Green Cell - Department Input	
Dept #:		Public Utilities - 4179					
Division:		Compost - 4179					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
3210	Telephone		Per Jamie/IT on 3/15/21 - \$45 per cell phone x 12 mos.; \$38.01 per IPAD x 12 mos.; This Line Item 3210 not in Banner for current year-Rod's cell phone paid out of WRF Budget-Requesting Rod's Cell Phone & 1 IPAD in next FY		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3250	Postage			\$ 3,600.00	\$ 3,600.00	\$ -	\$ -
3310	Electricity		Per Finance	\$ 67,685.14	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00
3410	Printing		Compost bag labels, brochures, bills of lading	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
3421	Copy Machine Cost		Copies made at City Hall	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
3511	Building Maintenance		Miscellaneous Building Repairs, Annual Fire Ex. Inspection, (Paint interior metal compost bays \$100,000)	\$ 30,000.00	\$ 133,000.00	\$ 33,000.00	\$ 33,000.00
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	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00	\$ 108,000.00
4391	Equipment Rent		Scissor Lift for Lights, Bulldozer for leveling leaves, etc.	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
4401	Generator Contract		Annual & semi-annual servicing	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
4403	Compost Analysis		Prices for testing	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
4511	Multi-Peril Insurance		Provided by Finance	\$ 24,158.86	\$ 24,884.00	\$ 24,884.00	\$ 24,884.00
4521	Auto Liability		Provided by Finance	\$ 9,209.80	\$ 9,486.00	\$ 9,486.00	\$ 9,486.00
4541	Employee Personal Liability		Provided by Finance	\$ 19.33	\$ 22.00	\$ 22.00	\$ 22.00
4911	Subscriptions	Y	See SCH4911	\$ -	\$ -	\$ -	\$ -
4912	Fees & Dues	Y	See SCH4912	\$ 5,945.00	\$ 5,975.00	\$ 5,975.00	\$ 5,975.00
9561	Office Supplies		Copier Paper, Calendars, Envelopes	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
2501A	Fleet Charges Internal Use Only!		\$26,000 spent FY20; \$7700 spent YTD (newer vehicles)			\$ 40,000.00	\$ 40,000.00
2502A	Vehicle Fuel-Internal Charges		\$4,000 spent FY20; \$1500 spent YTD			\$ 10,000.00	\$ 10,000.00
3250A	Postage-Internal Charges only!		\$3,600 spent FY20; \$2000 spent YTD			\$ 3,600.00	\$ 3,600.00
Total Operating Expenditures				\$ 387,074.13	\$ 489,158.00	\$ 389,158.00	\$ 389,158.00
5067	Compost Bagger				\$ -	\$ -	\$ -
5078	Conveyor Loading System				\$ -	\$ -	\$ -
5165	Agitator/Rehabilitate				\$ -	\$ -	\$ -
5302	Mixing Truck		See Capital	\$ 25,000.00	\$ 150,000.00	\$ -	\$ -
5509	Heavy Duty Wheel Loader			\$ 156,000.00	\$ -	\$ -	\$ -
Total Capital Outlay				\$ 181,000.00	\$ 150,000.00	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Public Utilities-Compost Budget				\$ 852,950.54	\$ 1,034,866.63	\$ 703,921.41	\$ 703,921.41

CAPITAL OUTLAY																	
Fiscal Year FY21-22																	
Fund:		61-Utilities Fund Dept. Head-Mike Wagner															
Dept #:		Public Utilities - 4179															
Division:		Compost - 4179															
</																	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 61-Utilities Fund				Dept. Head-Mike Wagner			
Dept #: Public Utilities - 4179							
Division: Compost - 4179							
Account: 1991 Consultant Fees							
Line #		Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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							
		Total - 1991 Consultant Fees	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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 (Class canceled in FY20-21)	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
4						
5						
6						
7						
8						
9						
10						
	Total - 2323 Other Training	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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	\$ 180.00	
4	Compost Conference	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
5						
6						
7						
8						
9						
10						
	Total - 3121 Travel	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00	\$ 1,795.00	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	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	\$ 665.00	\$ 665.00	\$ 665.00	
5	U.S. Composting Council Dues	\$ 415.00	\$ 430.00	\$ 430.00	\$ 430.00	
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						
	Total - 4912 Fees & Dues	\$ 5,945.00	\$ 5,975.00	\$ 5,975.00	\$ 5,975.00	

EXPENDITURE SHEET											
Fiscal Year FY21-22											
Fund:	61-Utility Fund			Dept. Head	Catherine Gwynn						
Dept #:	8101	Finance	~ = Division by Zero								
Division:	8101	Transfers & Shared Services		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
1276	Salary Reserve				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
4993	General Overhead				\$ -	\$ -	*	\$ -	*	\$ -	*
4996	Finance				\$ -	\$ -	*	\$ -	*	\$ -	*
4998	Engineers				\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
81002	Transfer to Fund Balance	\$ -	\$ 214,475.00	\$ 214,475.00	\$ -	\$ -	*	\$ -	*	\$ -	*
81003	Transfer to Capital Projects	\$ 346,000.00	\$ 650,000.00	\$ 650,000.00	\$ 650,000.00	\$ -	*	\$ -	*	\$ -	*
88101	Shared Services-Genl Fd to Util Fd	\$ 2,869,532.00	\$ 2,938,105.00	\$ 2,938,105.00	\$ 2,938,105.00	\$ 3,097,595.00	5.43%	\$ 3,097,595.00	5.43%	\$ 3,097,595.00	5.43%
	Total Transfers	\$ 3,215,532.00	\$ 3,802,580.00	\$ 3,802,580.00	\$ 3,588,105.00	\$ 3,097,595.00	-18.54%	\$ 3,097,595.00	-18.54%	\$ 3,097,595.00	-18.54%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance-Transfers & Shared Services Budge	\$ 3,215,532.00	\$ 3,802,580.00	\$ 3,802,580.00	\$ 3,588,105.00	\$ 3,097,595.00	-18.54%	\$ 3,097,595.00	-18.54%	\$ 3,097,595.00	-18.54%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Catherine Gwynn		Blue Font - Detail Schedule Requested	
Fund:		61-Utility Fund				Green Cell - Department Input	
Dept #:		Finance - 8101					
Division:		Transfers & Shared Services - 8101					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1276	Salary Reserve		None	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits			\$ -	\$ -	\$ -	\$ -
4993	General Overhead		Shared Services from the General Fund	\$ -	\$ -	\$ -	\$ -
4996	Finance		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -	\$ -
4998	Engineers		Shared Services from the General Fund; moved to 88101	\$ -	\$ -	\$ -	\$ -
	Total Operating Expenditures			\$ -	\$ -	\$ -	\$ -
81002	Transfer to Fund Balance		Budgetary only, no Jun 30 entry	\$ -	\$ -	\$ -	\$ -
81003	Transfer to Capital Projects		Transfer for Tiger Project R1103 \$200K; Transfer to S1104 SJAFB Outfall funded by 2010 Sewer Bond remaining proceeds ~\$450K	\$ 650,000.00	\$ -	\$ -	\$ -
88101	Shared Services-Genl Fd to Util Fd		Shared Services from the General Fund	\$ 2,938,105.00	\$ 3,097,595.00	\$ 3,097,595.00	\$ 3,097,595.00
	Total Transfers			\$ 3,588,105.00	\$ 3,097,595.00	\$ 3,097,595.00	\$ 3,097,595.00
	Total Debt Service					\$ -	\$ -
	Total Finance-Transfers & Shared Services Bud			\$ 3,588,105.00	\$ 3,097,595.00	\$ 3,097,595.00	\$ 3,097,595.00

EXPENDITURE SHEET Fiscal Year FY21-22											
Fund: 61-Utilities Fund		Dept. Head									
Dept #: 8111 Debt Service		~ = Division by Zero									
Division: 8111 ~		* = Change < \$500									
		Purple Cell-Finance Input									
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
4920	Arbitrage Rebate Fees	\$ 1,425.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	0.00%	\$ 7,400.00	0.00%	\$ 7,400.00	\$ -
	Total Operating Expenditures	\$ 1,425.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	0.00%	\$ 7,400.00	0.00%	\$ 7,400.00	0.00%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7100	Bond Principal	\$ 1,108,034.00	\$ 965,680.00	\$ 965,680.00	\$ 965,680.00	\$ 965,700.00	0.00%	\$ 965,700.00	0.00%	\$ 965,700.00	\$ 0.00
7110	Wastewater Principal Payment	\$ 168,085.40	\$ 588,369.00	\$ 588,369.00	\$ 588,369.00	\$ 650,200.00	10.51%	\$ 650,200.00	10.51%	\$ 650,200.00	\$ 0.11
7120	Water Loan Principal	\$ 483,060.35	\$ 572,928.00	\$ 572,928.00	\$ 572,928.00	\$ 753,500.00	31.52%	\$ 753,500.00	31.52%	\$ 753,500.00	\$ 0.32
7160	Lease Purchase Payment	\$ 269,325.40	\$ 276,864.00	\$ 276,864.00	\$ 276,864.00	\$ 180,100.00	-34.95%	\$ 180,100.00	-34.95%	\$ 180,100.00	\$ (0.35)
7162	AMR Loan Payment	\$ 718,332.29	\$ 589,300.00	\$ 589,300.00	\$ 589,300.00	\$ 530,700.00	-9.94%	\$ 530,700.00	-9.94%	\$ 530,700.00	\$ (0.10)
7200	Bond Interest	\$ 273,023.54	\$ 249,764.00	\$ 249,764.00	\$ 249,764.00	\$ 219,200.00	-12.24%	\$ 219,200.00	-12.24%	\$ 219,200.00	\$ (0.12)
7210	Wastewater Interest Payment	\$ 56,880.10	\$ 53,720.00	\$ 53,720.00	\$ 53,720.00	\$ 75,500.00	40.54%	\$ 75,500.00	40.54%	\$ 75,500.00	\$ 0.41
7220	Water Loan Interest	\$ 109,189.32	\$ 133,626.00	\$ 133,626.00	\$ 133,626.00	\$ 195,000.00	45.93%	\$ 195,000.00	45.93%	\$ 195,000.00	\$ 0.46
	Total Debt Service	\$ 3,185,930.40	\$ 3,430,251.00	\$ 3,430,251.00	\$ 3,430,251.00	\$ 3,569,900.00	4.07%	\$ 3,569,900.00	4.07%	\$ 3,569,900.00	4.07%
	Total Debt Service~ Budget	\$ 3,187,355.40	\$ 3,437,651.00	\$ 3,437,651.00	\$ 3,437,651.00	\$ 3,577,300.00	4.06%	\$ 3,577,300.00	4.06%	\$ 3,577,300.00	4.06%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-		Blue Font - Detail Schedule Requested	
Fund:		61-Utilities 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. 6/01/21	Adopted 06/18/21
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	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00
Total Operating Expenditures				\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		Per Debt Service Schedules	\$ 965,680.00	\$ 965,700.00	\$ 965,700.00	\$ 965,700.00
7110	Wastewater Principal Payment		Per Debt Service Schedules	\$ 588,369.00	\$ 650,200.00	\$ 650,200.00	\$ 650,200.00
7120	Water Loan Principal		Per Debt Service Schedules	\$ 572,928.00	\$ 753,500.00	\$ 753,500.00	\$ 753,500.00
7160	Lease Purchase Payment		Per Debt Service Schedules	\$ 276,864.00	\$ 180,100.00	\$ 180,100.00	\$ 180,100.00
7162	AMR Loan Payment		Per Debt Service Schedules	\$ 589,300.00	\$ 530,700.00	\$ 530,700.00	\$ 530,700.00
7200	Bond Interest		Per Debt Service Schedules	\$ 249,764.00	\$ 219,200.00	\$ 219,200.00	\$ 219,200.00
7210	Wastewater Interest Payment		Per Debt Service Schedules	\$ 53,720.00	\$ 75,500.00	\$ 75,500.00	\$ 75,500.00
7220	Water Loan Interest		Per Debt Service Schedules	\$ 133,626.00	\$ 195,000.00	\$ 195,000.00	\$ 195,000.00
Total Debt Service				\$ 3,430,251.00	\$ 3,569,900.00	\$ 3,569,900.00	\$ 3,569,900.00
Total Debt Service-~ Budget				\$ 3,437,651.00	\$ 3,577,300.00	\$ 3,577,300.00	\$ 3,577,300.00

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
8101	Current Tax Levy	\$ 84,330.32	\$ 89,300.00	\$ 89,300.00	\$ 83,231.00	\$ 87,174.00	-2.38%	\$ 87,174.00	-2.38%	\$ 87,174.00	-2.38%
8102	Delinquent Taxes	\$ 1,901.44	\$ 1,700.00	\$ 1,700.00	\$ 3,128.00	\$ 2,000.00	17.65%	\$ 2,000.00	17.65%	\$ 2,000.00	17.65%
8103	Current Vehicle Tax	\$ 5,556.73	\$ 5,500.00	\$ 5,500.00	\$ 5,436.00	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%	\$ 5,500.00	0.00%
8106	Penalties & Interest	\$ 510.12	\$ 575.00	\$ 575.00	\$ 421.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
8106A	Penalties & Interest-NCVTS	\$ 26.68	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Tax Revenues-0001	\$ 92,325.29	\$ 97,075.00	\$ 97,075.00	\$ 92,216.00	\$ 95,174.00	-1.96%	\$ 95,174.00	-1.96%	\$ 95,174.00	-1.96%
8180	Investment Interest	\$ 693.42	\$ 823.00	\$ 823.00	\$ 20.00	\$ -	*	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 693.42	\$ 823.00	\$ 823.00	\$ 20.00	\$ -	*	\$ -	*	\$ -	*
8190	Other Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ 400.00	\$ -	*	\$ -	*	\$ -	*
	Total-Miscellaneous Revenues-0006	\$ -	\$ -	\$ -	\$ 400.00	\$ -	*	\$ -	*	\$ -	*
	Anticipated Revenue Control	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Fund Balance Withdrawal-0009	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Revenues	\$ 93,018.71	\$ 97,898.00	\$ 117,898.00	\$ 92,636.00	\$ 95,174.00	-2.78%	\$ 95,174.00	-2.78%	\$ 95,174.00	-2.78%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:			70-Downtown District Fund		Dept. Head-Catherine Gwynn			
Dept #:			Revenues-Downtown District - Revenues		Green Cell - Department Input			
Division:			~ - Revenues					
Object of Expenditure			Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
8101	Current Tax Levy			PER PROPERTY TAX WORKSHEETS FY22 Property Tax JUN30 Estimate.xlsx; 2021-2022 Property Tax Revenue.xlsx	\$ 83,231.00	\$ 87,174.00	\$ 87,174.00	\$ 87,174.00
8102	Delinquent Taxes			PER PROPERTY TAX WORKSHEETS FY22 Property Tax JUN30 Estimate.xlsx; 2021-2022 Property Tax Revenue.xlsx	\$ 3,128.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
8103	Current Vehicle Tax			PER PROPERTY TAX WORKSHEETS FY22 Property Tax JUN30 Estimate.xlsx; 2021-2022 Property Tax Revenue.xlsx	\$ 5,436.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
8106	Penalties & Interest			PER PROPERTY TAX WORKSHEETS FY22 Property Tax JUN30 Estimate.xlsx; 2021-2022 Property Tax Revenue.xlsx	\$ 421.00	\$ 500.00	\$ 500.00	\$ 500.00
8106A	Penalties & Interest-NCVTS			PER PROPERTY TAX WORKSHEETS FY22 Property Tax JUN30 Estimate.xlsx; 2021-2022 Property Tax Revenue.xlsx	\$ -	\$ -	\$ -	\$ -
	Total-Tax Revenues-0001				\$ 92,216.00	\$ 95,174.00	\$ 95,174.00	\$ 95,174.00
8180	Investment Interest			Per projection Quarterly Interest Income Allocation	\$ 20.00	\$ -	\$ -	\$ -
	Total-Capital Returns-0005				\$ 20.00	\$ -	\$ -	\$ -
8190	Other Miscellaneous Revenue			Sheet-Desktop Tools.xlsx	\$ 400.00	\$ -	\$ -	\$ -
	Total-Miscellaneous Revenues-0006				\$ 400.00	\$ -	\$ -	\$ -
0	Anticipated Revenue Control				\$ -	\$ -	\$ -	\$ -
	Total-Shared Services-0007				\$ -	\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal			None requested in Dept. Request	\$ -	\$ -	\$ -	\$ -
	Total-Fund Balance Withdrawal-0009				\$ -	\$ -	\$ -	\$ -
	Total Revenues				\$ 92,636.00	\$ 95,174.00	\$ 95,174.00	\$ 95,174.00

EXPENDITURE SHEET											
Fiscal Year FY21-22											
Fund:		70-Downtown District Fund		Dept. Head		Catherine Gwynn					
Dept #:		8101 Finance		~ = Division by Zero							
Division:		8101 Transfers & Shared Services		* = Change < \$500							
				Purple Cell-Finance Input							
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Adopted % Incr/(Decr)
81002	Transfer to Fund Balance	\$ -	\$ 17,000.00	\$ 17,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
81003	Transfer to Capital Projects	\$ 100,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Transfers	\$ 100,000.00	\$ 17,000.00	\$ 17,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Finance-Transfers & Shared Services Budge	\$ 100,000.00	\$ 17,000.00	\$ 17,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*

JUSTIFICATION SHEET	Fiscal Year FY21-22		Blue Font - Detail Schedule Requested
Fund:	70-Downtown District Fund	Dept. Head-Catherine Gwynn	Green Cell - Department Input
Dept #:	Finance - 8101		
Division:	Transfers & Shared Services - 8101		

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21
81002	Transfer to Fund Balance			\$ -	\$ -	\$ -
81003	Transfer to Capital Projects			\$ -	\$ -	\$ -
	Total Transfers			\$ -	\$ -	\$ -
					\$ -	\$ -
	Total Capital Outlay			\$ -	\$ -	\$ -
	Total Debt Service			\$ -	\$ -	\$ -
	Total Finance-Transfers & Shared Services Budg			\$ -	\$ -	\$ -

EXPENDITURE SHEET Fiscal Year FY21-22											
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1260	Salaries & Wages Part-Time		\$ 3,360.00	\$ 3,360.00	\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security		\$ 257.04	\$ 257.04	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Salaries & Benefits	\$ -	\$ 3,617.04	\$ 3,617.04	\$ -	\$ -	*	\$ -	*	\$ -	*
2113	Beautification Program	\$ 6,936.40	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	0.00%	\$ 19,021.00	-4.90%	\$ 19,021.00	-4.90%
2993	Operational Supplies	\$ 13,908.84	\$ 14,999.96	\$ 14,999.96	\$ 14,999.00	\$ 20,000.00	33.33%	\$ 20,000.00	33.33%	\$ 20,000.00	33.33%
3410	Printing	\$ 302.50	\$ 3,500.00	\$ 3,500.00	\$ 1,500.00	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%	\$ 3,500.00	0.00%
3700	Advertising	\$ 21,936.81	\$ 21,280.00	\$ 21,280.00	\$ 19,000.00	\$ 22,000.00	3.38%	\$ 22,000.00	3.38%	\$ 22,000.00	3.38%
3702	Communications and Marketing		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3914	Contract Services	\$ 408.00	\$ 480.00	\$ 480.00	\$ 497.00	\$ 500.00	*	\$ 500.00	*	\$ 500.00	*
3999	Tax Listing	\$ 1,517.98	\$ 2,021.00	\$ 2,021.00	\$ 1,500.00	\$ 2,050.00	1.43%	\$ 2,050.00	1.43%	\$ 2,050.00	1.43%
4910	Property Taxes - DGDC				\$ 213.00	\$ -	*	\$ -	*	\$ -	*
4988	Incentive Grant Program	\$ 4,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	0.00%	\$ 15,000.00	0.00%	\$ 13,000.00	-13.33%
3999A	Tax Listing Fees - NCVTS	\$ 182.37			\$ 103.00	\$ 103.00	*	\$ 103.00	*	\$ 103.00	*
	Total Operating Expenditures	\$ 49,192.90	\$ 77,280.96	\$ 77,280.96	\$ 57,812.00	\$ 83,153.00	7.60%	\$ 82,174.00	6.33%	\$ 80,174.00	3.74%
5142	Parking Lot Paving/Improvement	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	*	\$ -	*	\$ -	*
5820	Center Street Park				\$ -	\$ 13,000.00	~	\$ 13,000.00	~	\$ -	*
5941	Concrete Pad	\$ 22,400.00			\$ -	\$ -	*	\$ -	*	\$ -	*
5200	Technology Lease Group	\$ -			\$ -	\$ -	*	\$ -	*	\$ 15,000.00	~
	Total Capital Outlay	\$ 22,400.00	\$ -	\$ 20,000.00	\$ -	\$ 13,000.00	~	\$ 13,000.00	~	\$ 15,000.00	~
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Downtown Development -Municipal Service	\$ 71,592.90	\$ 80,898.00	\$ 100,898.00	\$ 57,812.00	\$ 96,153.00	18.86%	\$ 95,174.00	17.65%	\$ 95,174.00	17.65%

JUSTIFICATION SHEET Fiscal Year FY21-22			Blue Font - Detail Schedule Requested				
Fund: 70-Downtown District Fund			Dept. Head-Erin Fonseca				
Dept #: Downtown Development - 8350							
Division: Municipal Service District - 8350							
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
1260	Salaries & Wages Part-Time			\$ -	\$ -	\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%		\$ -	\$ -	\$ -
Total Salaries & Benefits				\$ -	\$ -	\$ -	\$ -
2113	Beautification Program		Hanging basket replacements, tree replacements, mural addition and maintenance, alley project, additional lighting for Mulberry Street, planters and plants purchased, Hub banners & sign, historic neighborhood signs, Black Business District marker	\$ 20,000.00	\$ 20,000.00	\$ 19,021.00	\$ 19,021.00
2993	Operational Supplies		Supplies for free annual events that benefit all of the city. Downtown Lights Up, Trolley Rides, movie series, sprinkler fun days, tours, shopping events, open houses etc.	\$ 14,999.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
3410	Printing		A-frame signs, maps, business listing rack cards, promo items etc.	\$ 1,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3700	Advertising		Print, Digital and Radio expenses for Marketing and Advertising for downtown events/tourism: Branding refresh, general marketing to promote Downtown , Go and Buzz magazines, New Old North, Cutis Media ads, WNCT, billboards etc.	\$ 19,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
3702	Communications and Marketing			\$ -			
3914	Contract Services		Retail Radio Annual Contract @ \$40/mo	\$ 497.00	\$ 500.00	\$ 500.00	\$ 500.00
3999	Tax Listing		Fees from Wayne Co Tax Office for collection of property taxes.	\$ 1,500.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00
4910	Property Taxes - DGDC			\$ 213.00			
4988	Incentive Grant Program			\$ -	\$ 15,000.00	\$ 15,000.00	\$ 13,000.00
3999A	Tax Listing Fees - NCVTS		Fees from NCVTS/Wayne Co Tax Office for collection of property taxes.	\$ 103.00	\$ 103.00	\$ 103.00	\$ 103.00
Total Operating Expenditures				\$ 57,812.00	\$ 83,153.00	\$ 82,174.00	\$ 80,174.00
5142	Parking Lot Paving/Improvement				\$ -	\$ -	\$ -
5820	Center Street Park		Percussion Park		\$ 13,000.00	\$ 13,000.00	\$ -
5941	Concrete Pad				\$ -	\$ -	\$ -
5200	Technology Lease Group				\$ -	\$ -	\$ 15,000.00
Total Capital Outlay			Percussion Park planned for S Center St.	\$ -	\$ 13,000.00	\$ 13,000.00	\$ 15,000.00
Total Debt Service						\$ -	\$ -
Total Downtown Development -Municipal Serv				\$ 57,812.00	\$ 96,153.00	\$ 95,174.00	\$ 95,174.00

CAPITAL OUTLAY																						
Fiscal Year FY21-22																						
Fund:		70-Downtown District Ft Dept. Head-Erin Fonseca																				
Dept #:		Downtown Development - 8350																				
Division:		Municipal Service District - 8350																				
Current Asset Information													Replacement Asset Information									
Maintenance Cost History																						
Line	Acct #	Veh #	Year/Make/Model	Purchase Cost	Mileage or Hours	Estim. Auction Proceeds?	FY18-19	FY19-20	FY20-21	(N)ew or (U)sed ?	Rating	Replacement Item Description	Justification for Replacement	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21	New Debt?	FAK #	Formal/ Informal/ State Contract?			
1	5820									N			Percussion park planned for South Center (\$13K)	\$ 13,000.00	\$ 13,000.00	\$ -	N		N			
2	5200											Wi-Fi Downtown Center Street	Wi-Fi Downtown Center Street			\$ 15,000.00	N		N			
Total Capital Outlay Request				\$ -		\$ -	\$ -	\$ -	\$ -					\$ 13,000.00	\$ 13,000.00	\$ 15,000.00						

EXPENDITURE SHEET		Fiscal Year FY21-22									
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		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/1/21	FY20-21 Adopted V. SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Δ Incr/(Decr)
53001	Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 28,492.63	~	\$ 28,492.63	~
	Total-Revenue Other Agencies-0003	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ 28,492.63	~	\$ 28,492.63	~
8243	Occupancy Tax/Civic Center	\$ 675,320.73	\$ 686,100.00	\$ 686,100.00	\$ 594,060.00	\$ 625,000.00	-8.91%	\$ 625,000.00	-8.91%	\$ 625,000.00	-8.91%
8244	Occupancy Tax/Travel & Tourism	\$ 178,646.39	\$ 175,700.00	\$ 175,700.00	\$ 146,861.00	\$ 155,000.00	-11.78%	\$ 155,000.00	-11.78%	\$ 155,000.00	-11.78%
8248	WC TDA Reimbursement Sal & Adv	\$ 141,042.35	\$ 170,000.00	\$ 170,000.00	\$ 134,976.00	\$ 125,000.00	-26.47%	\$ 175,975.00	3.51%	\$ 175,975.00	3.51%
	Total-Charges for Services-0004	\$ 995,009.47	\$ 1,031,800.00	\$ 1,031,800.00	\$ 875,897.00	\$ 905,000.00	-12.29%	\$ 955,975.00	-7.35%	\$ 955,975.00	-7.35%
8180	Investment Interest	\$ 4,532.86	\$ 5,500.00	\$ 5,500.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
8203	Investment Interest/Civic Center	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
8204	Investment Interest/Travel&Tourism	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Capital Returns-0005	\$ 4,532.86	\$ 5,500.00	\$ 5,500.00	\$ 200.00	\$ 200.00	*	\$ 200.00	*	\$ 200.00	*
8190	Other Miscellaneous Revenue	\$ -			\$ -	\$ -	*	\$ -	*	\$ -	*
8298	Local Grants	\$ 5,711.87			\$ 4,534.00	\$ -	*	\$ -	*	\$ -	*
8966	Merchandise Sales	\$ 7,904.50	\$ 6,581.00	\$ 6,581.00	\$ 5,000.00	\$ 5,000.00	-24.02%	\$ 5,000.00	-24.02%	\$ 5,000.00	-24.02%
	Total-Miscellaneous Revenues-0006	\$ 13,616.37	\$ 6,581.00	\$ 6,581.00	\$ 9,534.00	\$ 5,000.00	-24.02%	\$ 5,000.00	-24.02%	\$ 5,000.00	-24.02%
	Anticipated Revenue Control	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total-Shared Services-0007	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
8583	Fund Balance Withdrawal		\$ 155,963.00	\$ 155,963.00	\$ -	\$ 110,000.00	-29.47%	\$ 110,000.00	-29.47%	\$ 150,000.00	-3.82%
	Total-Fund Balance Withdrawal-0009	\$ -	\$ 155,963.00	\$ 155,963.00	\$ -	\$ 110,000.00	-29.47%	\$ 110,000.00	-29.47%	\$ 150,000.00	-3.82%
	Total Revenues	\$ 1,013,158.70	\$ 1,199,844.00	\$ 1,199,844.00	\$ 885,631.00	\$ 1,020,200.00	-14.97%	\$ 1,099,667.63	-8.35%	\$ 1,139,667.63	-5.02%

JUSTIFICATION SHEET		Fiscal Year FY21-22		Blue Font - Detail Schedule Requested			
Fund:		95-Occupancy Tax Fund		Green Cell - Department Input			
Dept #:		Revenues-Travel & Tourism - Revenues					
Division:		~ - Revenues					
		Dept. Head-Catherine Gwynn					
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/1/21	Adopted 06/18/21
53001	Federal Grants		American Rescue Plan - Revenue Replacement per CM	\$ -	\$ -	\$ 28,492.63	\$ 28,492.63
Total-Revenue Other Agencies-0003				\$ -	\$ -	\$ 28,492.63	\$ 28,492.63
8243	Occupancy Tax/Civic Center		5 Year Trend has been \$636,080. 3 Year Trend \$686,059. Current YTD \$554,061. FY20 \$675,321. Significant effect from Covid-19. (Sheet-Desktop Tools FY10.xlsx)	\$ 594,060.00	\$ 625,000.00	\$ 625,000.00	\$ 625,000.00
8244	Occupancy Tax/Travel & Tourism		5 Year Trend has been \$194,340. Current YTD \$136,861. FY20 \$178,646. Expect significant effect from Covid-19. (Sheet-Desktop Tools.xlsx)	\$ 146,861.00	\$ 155,000.00	\$ 155,000.00	\$ 155,000.00
8248	WC TDA Reimbursement Sal & Adv		Per Wayne County Finance Director - \$94713 Salary & Benefits + \$81262 (Advertising)	\$ 134,976.00	\$ 125,000.00	\$ 175,975.00	\$ 175,975.00
Total-Charges for Services-0004				\$ 875,897.00	\$ 905,000.00	\$ 955,975.00	\$ 955,975.00
8180	Investment Interest		Per projection Quarterly Interest Income Allocation.xlsx cfg 4/26/2020 2:54 PM	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
8203	Investment Interest/Civic Center		Consolidated to Acct #8180	\$ -	\$ -	\$ -	\$ -
8204	Investment Interest/Travel&Tourism		Consolidated to Acct #8180	\$ -	\$ -	\$ -	\$ -
Total-Capital Returns-0005				\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
8190	Other Miscellaneous Revenue		Current YTD \$0. FY19 \$12,055. Moved Tshirt Sales to Merchandise Sales per request of Director Glatthar. Sheet-Desktop Tools FY10-Fy20 Revenues Only 04-18-20.xlsx) cfg 4/26/2020 6:09 PM	\$ -	\$ -	\$ -	\$ -
8298	Local Grants		FY20 - Reimbursement by NC Tennis Association for expenses incurred by T&T in FY20	\$ 4,534.00	\$ -	\$ -	\$ -
8966	Merchandise Sales		FY20 \$8K; FY21 YTD \$4K	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total-Miscellaneous Revenues-0006				\$ 9,534.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
0	Anticipated Revenue Control					\$ -	
Total-Shared Services-0007				\$ -	\$ -	\$ -	\$ -
8583	Fund Balance Withdrawal		Fund Balance Request Musco Lighting payment BMSC per City Manager 5/11/21	\$ -	\$ 110,000.00	\$ 110,000.00	\$ 150,000.00
Total-Fund Balance Withdrawal-0009				\$ -	\$ 110,000.00	\$ 110,000.00	\$ 150,000.00
Total Revenues				\$ 885,631.00	\$ 1,020,200.00	\$ 1,099,667.63	\$ 1,139,667.63

EXPENDITURE SHEET											
Fiscal Year FY21-22											
Fund:	95-Occupancy Tax Fund		Dept. Head	Catherine Gwynn							
Dept #:	9076	Finance	~ = Division by Zero								
Division:	9076	Occupancy Tax/Civic Center	* = Change < \$500								
			Purple Cell-Finance Input								
Object of Expenditure		FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21
							Request % Δ Incr/(Decr)		SUB % Δ Incr/(Decr)		Δ Incr/(Decr)
7160	Lease Purchase Payment	\$ -	\$ 110,621.00	\$ 110,621.00	\$ 110,621.00	\$ 110,622.00	0.00%	\$ 110,622.00	0.00%	\$ 110,622.00	0.00%
9921	County's Share Occupancy Tax	\$ 341,586.85	\$ 344,720.00	\$ 344,720.00	\$ 296,368.40	\$ 312,000.00	-9.49%	\$ 312,000.00	-9.49%	\$ 312,000.00	-9.49%
	Total Operating Expenditures	\$ 341,586.85	\$ 455,341.00	\$ 455,341.00	\$ 406,989.40	\$ 422,622.00	-7.19%	\$ 422,622.00	-7.19%	\$ 422,622.00	-7.19%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
7100	Bond Principal	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%	\$ 100,000.00	0.00%
7170	County of Wayne Loan	\$ 239,000.00	\$ 236,000.00	\$ 236,000.00	\$ 236,000.00	\$ 236,000.00	0.00%	\$ 236,000.00	0.00%	\$ 236,000.00	0.00%
	Total Debt Service	\$ 339,000.00	\$ 336,000.00	\$ 336,000.00	\$ 336,000.00	\$ 336,000.00	0.00%	\$ 336,000.00	0.00%	\$ 336,000.00	0.00%
	Total Finance-Occupancy Tax/Civic Center Budge	\$ 680,586.85	\$ 791,341.00	\$ 791,341.00	\$ 742,989.40	\$ 758,622.00	-4.13%	\$ 758,622.00	-4.13%	\$ 758,622.00	-4.13%

JUSTIFICATION SHEET

Fiscal Year FY21-22

Fund: 95-Occupancy Tax Fund

Dept #: Finance - 9076

Division: Occupancy Tax/Civic Center - 9076

Dept. Head-Catherine Gwynn

Blue Font - Detail Schedule Requested

Green Cell - Department Input

Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
7160	Lease Purchase Payment		Musco Finance Final Debt Payment 12/15/2022	\$ 110,621.00	\$ 110,622.00	\$ 110,622.00	\$ 110,622.00
9921	County's Share Occupancy Tax		#8243 & #8244 @ 40% (\$780,000 *.40)	\$ 296,368.40	\$ 312,000.00	\$ 312,000.00	\$ 312,000.00
Total Operating Expenditures				\$ 406,989.40	\$ 422,622.00	\$ 422,622.00	\$ 422,622.00
0	0			\$ -	\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
7100	Bond Principal		DTCC Final Debt Payment 5/1/2037	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
7170	County of Wayne Loan		Final Debt Payment 3/1/2032	\$ 236,000.00	\$ 236,000.00	\$ 236,000.00	\$ 236,000.00
Total Debt Service				\$ 336,000.00	\$ 336,000.00	\$ 336,000.00	\$ 336,000.00
Total Finance-Occupancy Tax/Civic Center Bud				\$ 742,989.40	\$ 758,622.00	\$ 758,622.00	\$ 758,622.00

FISCAL YEAR 2021-22 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:

- Completing the Tourism Master Plan that will serve as a roadmap for our department's long-term efforts for marketing and destination enhancement
- Restoring our visitor economy after the impacts of Covid-19 by focusing on: recruiting sporting events, securing new meetings/convention groups for Maxwell Center and area venues, and attracting leisure travel to our attractions, events, and unique small businesses
- Updating Wayne County's Civil War Trail historical markers that reflect the local African American heritage
- Leveraging the Wings Over Wayne Air Show 2022 to spotlight Goldsboro-Wayne County as an attractive destination for visitors and residents
- Growing the funding available in the Tourism Resource Program to better help small businesses, attractions, and events with their advertising needs
- Reclassifying the current Admin Assistant 1 position to a higher paygrade and title of Visitors Center/Office Manager to reflect the actual job duties, and be comparable and competitive to similar positions in other tourism offices in the state.
- Identifying the most advantageous land route for the Mountains-to-Sea Trail that connects Johnston and Lenoir Counties

SIGNIFICANT BUDGET ISSUES:

EXPENDITURE SHEET		Fiscal Year FY21-22									
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	FY19-20 Actual	FY20-21 Adopted 6/17/2020	FY20-21 Adopted Amended 12/31/2020	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Adopted V. FY20-21 Request % Δ Incr/(Decr)	FY21-22 Manager Recommend. 6/01/21	FY20-21 Adopted V. FY21-22 MGR SUB % Δ Incr/(Decr)	FY21-22 Adopted 06/18/21	FY21-22 Adopted V. FY20-21 Adopted % Δ Incr/(Decr)
1210	Salaries & Wages Regular	\$ 138,861.40	\$ 147,080.96	\$ 147,080.96	\$ 133,274.23	\$ 150,900.39	2.60%	\$ 145,725.62	-0.92%	\$ 145,725.62	-0.92%
1224	Cell Phone Stipend	\$ 723.90	\$ 780.00	\$ 780.00	\$ 780.00	\$ 780.00	0.00%	\$ 780.00	0.00%	\$ 780.00	0.00%
1275	Salaries & Wages Bonus	\$ 1,206.02	\$ 1,239.00	\$ 1,239.00	\$ 1,206.00	\$ -	*	\$ -	*	\$ -	*
1278	Wellness Earnings	\$ 484.68	\$ 900.00	\$ 900.00	\$ 700.00	\$ 900.00	0.00%	\$ 900.00	0.00%	\$ 900.00	0.00%
1280	Vacation Pay Out		\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
1810	Social Security	\$ 10,731.58	\$ 11,475.00	\$ 11,475.00	\$ 10,400.96	\$ 11,672.40	1.72%	\$ 11,276.53	-1.73%	\$ 11,276.53	-1.73%
1821	NCLGERS-Retirement	\$ 12,745.39	\$ 15,225.00	\$ 15,225.00	\$ 13,881.54	\$ 17,256.84	13.35%	\$ 16,671.58	9.50%	\$ 16,671.58	9.50%
1822	401-K Retirement	\$ 5,622.11	\$ 6,000.00	\$ 6,000.00	\$ 5,438.41	\$ 6,103.22	1.72%	\$ 5,896.22	-1.73%	\$ 5,896.22	-1.73%
1830	Hospital Insurance	\$ 6,401.73	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00	\$ 6,540.00	0.00%	\$ 6,540.00	0.00%	\$ 6,540.00	0.00%
1835	Group Term Life Insurance Coverage	\$ 76.22	\$ 114.48	\$ 114.48	\$ 114.48	\$ 114.48	*	\$ 114.48	*	\$ 114.48	*
1850	Unemployment Compensation				\$ -	\$ 46.00	*	\$ 46.00	*	\$ 46.00	*
1860	Worker's Compensation	\$ 68.00	\$ 71.00	\$ 71.00	\$ 86.00	\$ 89.00	*	\$ 89.00	*	\$ 89.00	*
	Total Salaries & Benefits	\$ 176,921.03	\$ 189,425.44	\$ 189,425.44	\$ 172,421.62	\$ 194,402.33	2.63%	\$ 188,039.43	-0.73%	\$ 188,039.43	-0.73%
1915	Bank Fees	\$ 61.88	\$ 21.00	\$ 21.00	\$ 21.00	\$ 21.00	*	\$ 21.00	*	\$ 21.00	*
1991	Consultant Fees	\$ 24,000.00			\$ -	\$ -	*	\$ -	*	\$ -	*
2203	Employee Appreciation	\$ 54.98	\$ 215.00	\$ 215.00	\$ -	\$ 215.00	*	\$ 215.00	*	\$ 215.00	*
2323	Other Training	\$ 3,345.86	\$ 3,500.00	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00	42.86%	\$ -	*	\$ -	*
2921	Merchandise for Resale-T&T	\$ 8,085.19	\$ 7,500.00	\$ 7,500.00	\$ -	\$ 5,000.00	-33.33%	\$ 5,000.00	-33.33%	\$ 5,000.00	-33.33%
2993	Operational Supplies	\$ 23,687.15	\$ 18,603.56	\$ 18,603.56	\$ 16,000.00	\$ 25,920.00	39.33%	\$ 20,000.00	7.51%	\$ 20,000.00	7.51%
3121	Travel	\$ 6,965.95	\$ 7,245.00	\$ 9,545.00	\$ 3,800.00	\$ 9,545.00	31.75%	\$ 6,000.00	-17.18%	\$ 6,000.00	-17.18%
3210	Telephone	\$ 722.07			\$ -	\$ -	*	\$ -	*	\$ -	*
3250	Postage	\$ 2,322.12	\$ 1,800.00	\$ 1,800.00	\$ 1,100.00	\$ 1,800.00	0.00%	\$ -	*	\$ -	*
3410	Printing	\$ 14,226.92	\$ 14,500.00	\$ 14,500.00	\$ 12,000.00	\$ 12,000.00	-17.24%	\$ 9,600.00	-33.79%	\$ 9,600.00	-33.79%
3421	Copy Machine Cost	\$ 753.37	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
3700	Advertising	\$ 131,268.53	\$ 119,819.00	\$ 115,819.00	\$ 95,819.00	\$ 115,819.00	-3.34%	\$ 92,655.20	-22.67%	\$ 132,655.20	10.71%
3703	Air Show Donation		\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	0.00%	\$ -	*	\$ -	*
3950	Education Reimbursement		\$ 3,750.00	\$ 3,750.00	\$ -	\$ 3,750.00	0.00%	\$ -	*	\$ -	*
4511	Multi-Peril Insurance		\$ -	\$ -	\$ 55.00	\$ 57.00	*	\$ 57.00	*	\$ 57.00	*
4541	Employee Personal Liability	\$ 9.00	\$ 9.00	\$ 9.00	\$ 8.00	\$ 8.00	*	\$ 8.00	*	\$ 8.00	*
4912	Fees & Dues	\$ 7,240.00	\$ 7,850.00	\$ 8,050.00	\$ 7,950.00	\$ 8,050.00	2.55%	\$ 8,050.00	2.55%	\$ 8,050.00	2.55%
4916	Chamber Of Commerce	\$ 8,450.36	\$ 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	\$ 7.22	\$ -	\$ -	\$ -	\$ -	~	\$ -	*	\$ -	*
3250A	Postage-Internal Charges only!				\$ -	\$ -	*	\$ 1,800.00	~	\$ 1,800.00	~
	Total Operating Expenditures	\$ 231,200.60	\$ 214,412.56	\$ 214,412.56	\$ 148,853.00	\$ 216,785.00	1.11%	\$ 153,006.20	-28.64%	\$ 193,006.20	-9.98%
					\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	*	\$ -	*	\$ -	*
5200A	Technology Lease - FY21		\$ 4,665.00	\$ 4,665.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Debt Service	\$ -	\$ 4,665.00	\$ 4,665.00	\$ -	\$ -	*	\$ -	*	\$ -	*
	Total Travel & Tourism-~ Budget	\$ 408,121.63	\$ 408,503.00	\$ 408,503.00	\$ 321,274.62	\$ 411,187.33	0.66%	\$ 341,045.63	-16.51%	\$ 381,045.63	-6.72%

JUSTIFICATION SHEET			Fiscal Year FY21-22		Blue Font - Detail Schedule Requested		
Fund:			95-Occupancy Tax Fund		Green Cell - Department Input		
Dept #:			Travel & Tourism - 9077				
Division:			~ - 9077				
			Dept. Head-Ashlin Glatthar				
Object of Expenditure		Sched?	Detailed Justification	Estimated Year End Jun 30	Department Request	Manager Recommend. 6/01/21	Adopted 06/18/21
1210	Salaries & Wages Regular		3 FTE's-closingout the FY less than budgeted due to maternity leave and vacancy of Comm Managers position	\$ 133,274.23	\$ 150,900.39	\$ 145,725.62	\$ 145,725.62
1224	Cell Phone Stipend		Director's stipend	\$ 780.00	\$ 780.00	\$ 780.00	\$ 780.00
1275	Salaries & Wages Bonus			\$ 1,206.00	\$ -	\$ -	\$ -
1278	Wellness Earnings		This FY will end less than the projected amount for next year because the wellness benefit lapsed when we were looking to fill the Comm Manager Position	\$ 700.00	\$ 900.00	\$ 900.00	\$ 900.00
1280	Vacation Pay Out					\$ -	\$ -
1810	Social Security		Sum of accounts 1210 - 1290 X 7.65%	\$ 10,400.96	\$ 11,672.40	\$ 11,276.53	\$ 11,276.53
1821	NCLGERS-Retirement		Sum of accounts 1210 - 1290 X 11.31% (Non-Leo) 12.24% (Leo)	\$ 13,881.54	\$ 17,256.84	\$ 16,671.58	\$ 16,671.58
1822	401-K Retirement		Sum of accounts 1210 - 1290 X 4% Reg, 5% LEO	\$ 5,438.41	\$ 6,103.22	\$ 5,896.22	\$ 5,896.22
1830	Hospital Insurance		# FTE X \$6,456 (\$538 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
1850	Unemployment Compensation		Provided by Finance		\$ 46.00	\$ 46.00	\$ 46.00
1860	Worker's Compensation		Provided by Finance	\$ 86.00	\$ 89.00	\$ 89.00	\$ 89.00
Total Salaries & Benefits				\$ 172,421.62	\$ 194,402.33	\$ 188,039.43	\$ 188,039.43
1915	Bank Fees		Miscellaneous fees	\$ 21.00	\$ 21.00	\$ 21.00	\$ 21.00
1991	Consultant Fees	Y	No consultant fees requested at this time	\$ -	\$ -	\$ -	\$ -
2203	Employee Appreciation		3 @ \$16		\$ 215.00	\$ 215.00	\$ 215.00
2323	Other Training	Y	Familiarization tours for journalists (2x/year)	\$ 2,500.00	\$ 5,000.00	\$ -	\$ -
2921	Merchandise for Resale-T&T		Budgeted money to buy inventory for e-store		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2993	Operational Supplies		Promotional Items; Office Supplies; Copier Lease; Uniforms; Event Fees/Tournament Rights; E-newsletter Subscription; Event support and supplies	\$ 16,000.00	\$ 25,920.00	\$ 20,000.00	\$ 20,000.00
3121	Travel	Y	Expanding our reach to bring in new sports/meeting events to our market	\$ 3,800.00	\$ 9,545.00	\$ 6,000.00	\$ 6,000.00
3210	Telephone		N/A			\$ -	\$ -
3250	Postage			\$ 1,100.00	\$ 1,800.00	\$ -	\$ -

JUSTIFICATION SHEET		Fiscal Year FY21-22		Dept. Head-Ashlin Glatthar		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. 6/01/21	Adopted 06/18/21
3410	Printing		Reorder and update to visitors guides, tournament guides, flyers, etc.	\$ 12,000.00	\$ 12,000.00	\$ 9,600.00	\$ 9,600.00
3421	Copy Machine Cost		Copy Lease costs factored into operational supplies #2993			\$ -	\$ -
3700	Advertising	Y	Goldsboro-Wayne County Marketing Plans and Programs to include: destination, sports, meetings/conventions, and tourism resource program	\$ 95,819.00	\$ 115,819.00	\$ 92,655.20	\$ 132,655.20
3703	Air Show Donation		Wings Over Wayne Air Show Media Plan		\$ 20,000.00	\$ -	\$ -
3950	Education Reimbursement		3 FTE's @ \$2,500 (keeping this at a budget cut into FY 21)		\$ 3,750.00	\$ -	\$ -
4511	Multi-Peril Insurance		Provided by Finance	\$ 55.00	\$ 57.00	\$ 57.00	\$ 57.00
4541	Employee Personal Liability		Provided by Finance	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00
4912	Fees & Dues	Y	Dues/Fees for data research, association affiliations and tourism programs	\$ 7,950.00	\$ 8,050.00	\$ 8,050.00	\$ 8,050.00
4916	Chamber Of Commerce		Rent	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
9561	Office Supplies		-	-	-		\$ -
3250A	Postage-Internal Charges only!		Shipping costs for visitors guides and online orders			\$ 1,800.00	\$ 1,800.00
Total Operating Expenditures				\$ 148,853.00	\$ 216,785.00	\$ 153,006.20	\$ 193,006.20
					\$ -	\$ -	\$ -
Total Capital Outlay				\$ -	\$ -	\$ -	\$ -
5200A	Technology Lease - FY21		IT Updates for Department completed in FY20-21		\$ -	\$ -	\$ -
Total Debt Service				\$ -	\$ -	\$ -	\$ -
Total Travel & Tourism-~ Budget				\$ 321,274.62	\$ 411,187.33	\$ 341,045.63	\$ 381,045.63

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 95-Occupancy Tax Fund
Dept #: Travel & Tourism - 9077
Division: ~ - 9077
Account: 2323 Other Training

Dept. Head-Ashlin Glatthar

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Familiarization tours for journalists	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
2	Per Ashlin's notes 2/25/21 - reduce if necessary			\$ (5,000.00)	\$ (5,000.00)	
3						
4						
5						
6						
7						
8						
9						
10						
	Total - 2323 Other Training	\$ 2,500.00	\$ 5,000.00	\$ -	\$ -	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

Fund: 95-Occupancy Tax Fund
Dept #: Travel & Tourism - 9077
Division: ~ - 9077
Account: 3121 Travel

Dept. Head-Ashlin Glatthar

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1	Public Relations Media Mission (State & Regional)		\$ 800.00	\$ 800.00	\$ 800.00	
2	Association of Executives of NC (AENC) Tradeshow	\$ 1,200.00	\$ 300.00	\$ 300.00	\$ 300.00	
3	Connect Sports (Parks & Rec attended this year on behalf of tourism)					
4	Sports ETA		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
5	S.P.O.R.T.S. (replace TEAMS Conference with this conference to connect with smaller event rights-holders)	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
6	NC Coast Host Meetings		\$ 200.00	\$ 200.00	\$ 200.00	
7	Mountains to Sea Trail Conference		\$ 500.00	\$ 500.00	\$ 500.00	
8	NC Sports Association		\$ 500.00	\$ 500.00	\$ 500.00	
9	Tourism Week I-95N Center					
10	GTC/WCTDA Board Meetings	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	
11	Hotelier Meetings		\$ 400.00	\$ 400.00	\$ 400.00	
12	2021 Visit NC 365 Conference		\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	
13	Other	\$ 500.00	\$ 800.00	\$ 800.00	\$ 800.00	
14	Per Ashlin's note 2/25/21 reduce 20% if necess			\$ (1,909.00)	\$ (1,909.00)	
15	Per CM 5/17/21 9:00 cut			\$ (1,636.00)	\$ (1,636.00)	
	Total - 3121 Travel	\$ 3,800.00	\$ 9,545.00	\$ 6,000.00	\$ 6,000.00	

SUPPORTING SCHEDULE				Fiscal Year FY21-22			
Fund: 95-Occupancy Tax Fund				Dept. Head-Ashlin Glatthar			
Dept #: Travel & Tourism - 9077							
Division: ~ - 9077							
Account: 3700 Advertising							

Line #	Description-Activity/Vendor/Employee/Purpose	Estimated Year End Jun 30	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	Finance Notes
1		\$ 95,819.00	\$ 115,819.00	\$ 115,819.00	\$ 115,819.00	
2	Per Ashlin's note 2/25/21 reduce 20% if necess			\$ (23,163.80)	\$ (23,163.80)	
3	Addtl Advertising per Council from Fund Balance				\$ 40,000.00	
4						
5						
6						
7						
8						
9						
10						
Total - 3700 Advertising		\$ 95,819.00	\$ 115,819.00	\$ 92,655.20	\$ 132,655.20	

SUPPORTING SCHEDULE
Fiscal Year FY21-22

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	FY21-22 Dept Request	FY21-22 Manager Recommend. 6/01/21	FY21-22 Adopted 06/18/21	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	\$ 800.00	
6	NC Travel Industry Association (NCTIA)	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ 500.00	
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	\$3,100	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	
9	Sponsorship Fees for local organizations					
10	Sports ETA	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	
	Total - 4912 Fees & Dues	\$ 7,950.00	\$ 8,050.00	\$ 8,050.00	\$ 8,050.00	

