



**ADOPTED
ANNUAL BUDGET
2019-2020**

06/11/19

**TOWN OF SOUTHERN PINES,
NORTH CAROLINA**

ANNUAL PROGRAM OF SERVICES

2019 – 2020

TOWN COUNCIL

W. David McNeill	Mayor
James R. Simeon	Mayor Pro-Tem
Carol R. Haney	Treasurer
Mitchell O. Lancaster	Council Member
Paul G. Murphy	Council Member

TOWN MANAGER

Reagan D. Parsons

Town of

Chartered 1887

Southern Pines

**TOWN OF SOUTHERN PINES
2019-2020 ANNUAL BUDGET**

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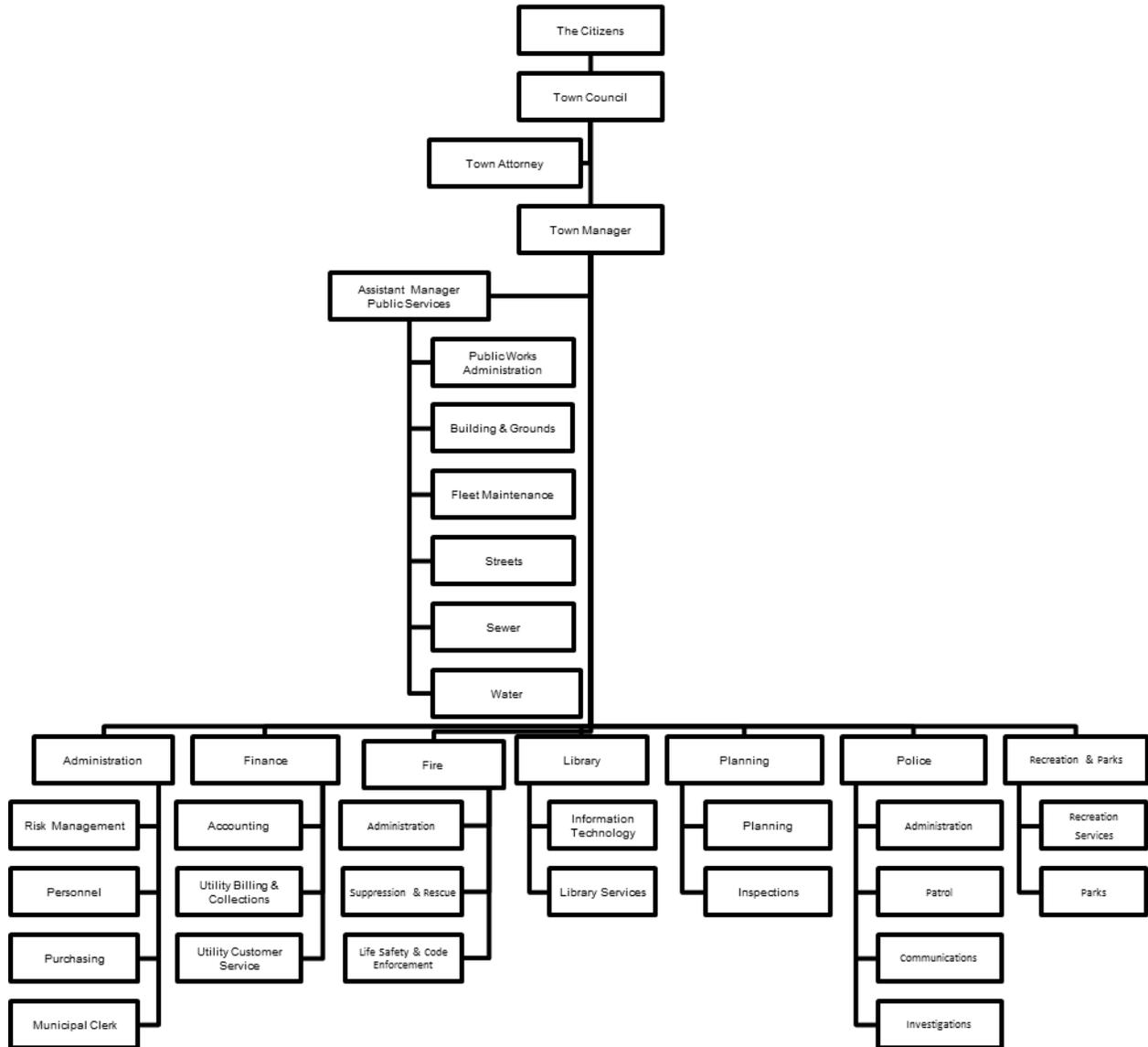
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TOWN OF SOUTHERN PINES EXECUTIVE MANAGERS

Reagan D. Parsons	Town Manager
Douglas R. Gill	Town Attorney
Christopher F. Kennedy	Assistant Town Manager Director of Community Development
Mike Cameron	Fire Chief
Crystal J. Gabric	Director of Finance
Robert Reeve	Director of Recreation & Parks
Bruce Rosenberger	Director of Administrative Services
Robert Temme	Chief of Police
Lynn Thompson	Director of Library & Information Technology Services

TOWN OF SOUTHERN PINES ORGANIZATIONAL CHART



EXECUTIVE SUMMARY

The Fiscal Year 2019-2020 Town of Southern Pines Budget continues a long history of providing high quality services to our citizens at a relatively low tax rate, while also focusing on public interest in expansion in some services and infrastructure and addressing the continued viability of our aging and historic facilities spread across the Town. In addition, efforts are being made to attract, and particularly retain, an educated and quality workforce during a period when many career fields are experiencing a shortage of employable individuals and a strong economy offers immediate short-term returns to persons trained in areas associated with construction, design, and inspection.

This budget has also been drafted during a period of uncertainty caused by the four-year revaluation performed by Moore County. Current figures (pre-appeals) from Moore County demonstrate an increase of 8.38% over adjusted FY 2018-2019 Tax base numbers. At a 100% collection rate, a penny of tax rate would generate \$269,430 based on a total tax value of \$2,694,295,850. The revenue neutral tax rate following revaluation, adjusted for growth, calculates to be \$.3809. The budget contained herein assumes a 98.5 % collection rate and holding the tax rate at its current level of \$0.40.

The town continues to benefit from positive trends in the areas of sales and utility taxes in addition to permit fees, which staff recommends updating with this year's budget. Waste Disposal fees appearing on the Utility Bill are scheduled to increase \$1.25/mo. to \$9.50/mo. to help offset additional expenses related to our Waste Contract, including an additional \$1.00/mo./account charge back to the Town in order to continue including glass in our recycling stream. The Town Council will also be instituting an initial \$5 fee for vehicle registration under NCGS 20-97, generating an estimated \$61,750 that will be used exclusively toward further implementation of the Sidewalk Master Plan. There are no other General Fund related fees scheduled for increase, and the proposed tax rate remains at the same 40 pennies Town Council adopted with the current FY2018-2019 budget.

It has been a very busy and successful FY 2018-2019 with many projects completed or underway and quality growth occurring throughout the community. The undertaking of a facilities assessment and space needs study has positioned us to address the continued stewardship of the multiple facilities from which the Town operates. Major systems have been catalogued, immediate needs designated and long-term maintenance and replacement plans can now be developed and scheduled for funding. The space needs analysis will prove invaluable should the construction of a new facility, or renovation of existing structures, become an Agenda item for the Town Council in the near future. While the revaluation has certainly injected an atmosphere of unknown into the budget process,

and required some quick changes in thought and approach for the staff, it has also proven to be very timely given the immediate needs we face and outside pressures to improve in some areas. I appreciate all of the insight and efforts both the Council and Town staff have offered and undertaken in arriving at this Budget. While recent articles have suggested that growth is driving the increased costs to local entities, at least in the case of Southern Pines we are very fortunate to be experiencing some form of growth in our tax base. With or without a single additional business or home, our costs of keeping employees would still go up, our buildings would continue to age and need repair, and our cost of provided contracted services and projects would still be on the rise. At least some of those ongoing expenses are offset by our current growth trends.

It is both an honor and pleasure to present a FY 2019-2020 Budget that again takes a conservative approach to revenue estimates and strives to match revenue sources with desired services and long-term expenditure commitments. Specifically, the FY 19-20 Budget proposal:

- 1. Maintains existing service levels**
- 2. Funds all outstanding debt service (FD: \$518k, PD \$502k,) and operational expenses.**
- 3. Contains continuation projects that include:**
 - a. Transfer to Sidewalk CPF (\$261k)**
 - b. Annual Powell Bill paving (\$275k)**
 - c. Six vehicle replacements (\$220k)**
 - d. Three mower replacements (\$36k)**
 - e. Three tractor replacements (\$110k)**
 - f. Transfer to Recreation Improvements Fund (\$80k)**
 - g. PD Server for in-car cameras (\$20k)**
 - h. SAN and switch replacements (\$72k)**
- 4. Offers new programs that include:**
 - a. Erosion Control behind Fire Station #1 (\$40k)**
 - b. New Generators at Library and PW (\$225k)**
 - c. Transfer to Parking Lots Fund (\$43k)**
 - d. IT Director (\$127k)**
 - e. Building Inspector (\$78k)**

- f. **Planner (6 mo.) (\$33k)**
 - g. **Facility Modernization (\$314k)**
5. **Reserves a 25% fund balance to provide financial protection from catastrophic occurrences and maintain the Town's excellent bond rating and borrowing capacity.**

This budget proposal has again been developed under the leadership and guidance of our Town elected officials with consideration to day to day feedback from our citizenry and customers and an excellent Town staff dedicated to implementation of policy and service to the community. It is with sincere respect for the community, its citizens, and all who make Southern Pines an exceptional place to reside and do business that the Administration submits this 2019-2020 Budget to Town Council for consideration and adoption.

GENERAL FUND

This FY 2019-2020 proposal is based on an ad valorem rate of forty (40) cents. With an average residential property (land and structure) in Southern Pines valued at **\$287,490** according to Moore County, an owner of such property would pay the Town **\$1,150** in ad-valorem taxes. This average home value represents a **\$23,994 increase** from the 2018-2019 figure, and means that an "average" property owner would pay an additional \$96 annually compared to a similarly situated individual in 2018.

As an overview, the Budget document contains expected **General Fund revenue before other financing sources increases of \$1,897,690** over the revised amount budgeted in 18-19. In addition to the growth in tax base that comprises a significant portion of this figure, the Town is estimating growth in sales and use tax revenue in addition to utility franchise sales in the amount of \$345,000.

On the expenditure side of the ledger, General Fund **expenditures before transfers are expected to increase \$2,125,422 (11.69%)** compared to the revised 18-19 budget. In addition to the significant expenses around continued and new programs already listed, contributing to this figure is the expense associated with a full year's compensation for the six new firemen hired in January in addition to the replacement of end of life VIPER radios and SCBA equipment in the Fire Budget (\$441k), an increase in IT operational budget due to both contractual expansion and a cemetery project (\$319k), an increase in the Sanitation budget due to annual contractual increases, a scheduled replacement pickup truck, and continuance of glass recycling (\$244k), and additional employee expenses associated with

a 3% adjustment (269k), State mandated increased employer retirement contributions (102k), and a 7.4% increase in Major Medical premiums (90k).

At budgeted levels of tax revenue acquisition (98.50%) and without any dollars over and above our conservative estimates, the FY19-20 work plan will result in an **ending available fund balance of \$306,724 (this represents dollars in reserve, over and above the locally mandated 25%, that may be transferred to projects by Council action throughout the fiscal year)**. This figure will allow for consideration of smaller projects throughout the year, including a remote library project that we are awaiting grant funding news about, in addition to providing some cushion against the yet unknown impacts of State, Federal, and County budget deliberations.

UTILITY FUND

The Utility Fund budget for FY19-20 represents a continued conservative fiscal approach. The proposed Budget increases water rates for the first time in five years, by 3 percent. A 2% sewer rate increase is also included in revenue estimates. Debt service in FY19-20 will include the reservoir payment of \$415,804 in addition to an installment for the AMR project in the amount of \$175,993. Overall **Utility Fund revenues are projected to increase \$352,324 (4.71%)** over the amount budgeted in FY 18-19. This amount will help to cover increased costs of day to day business. As anticipated, we have experienced a decrease in funds flowing in for capital with the move from Impact Fees to the new System Development Fee, which will ultimately result in future pressure to increase both water and sewer rates as we continue to progress with the \$14M+ Capital Project Plan developed for the Utilities Division.

Overall, expenditures are projected to increase \$588,841 (7.69%). Beyond the typical increases in chemical, materials, and personnel costs, most of this increase is due to one-time transfers to capital funds for the purpose of Water Plant modernization and to cover the Utilities Division portion of facility updates where these services operate from (Billing and Collections, PW Offices, and Fleet garage.) The Sewer Division also has a scheduled Jet Vac truck replacement scheduled in the coming year (450k).

CAPITAL PROJECT FUNDS

The final area of significance in the proposed 2019-2020 Budget is one of Capital Funds. The following represents a summary of any proposed changes from FY 18-19:

1. Capital Project Fund – Sidewalks II – Fund 57 will receive an appropriated transfer of \$200,000 from General Funds in addition to the \$61,750 generated by the new

vehicle registration fee toward continued progress on our long-term sidewalk plans. Both progress along Bennet Street in addition to sidewalk along Carlisle, leading to the proposed new school, will be undertaken in 2020.

2. The recently created Facility Modernization Fund will receive a transfer in the amount of \$313,817 from the General Fund and \$302,334 from Utility Funds for the purpose of addressing many of the immediate needs outlined in the recently performed facilities assessment.
3. A Water Treatment Process Modernization Fund is being created and appropriated \$1,333,000 to address updates designated by Suez, our contracted operator of the Plant.
4. The Recreation Improvements Fund will receive a transfer of \$80,000 toward the replacement of playground equipment at the Douglass Community Center.
5. The CPF for Parking Lots will receive a transfer of \$43,000 for the purpose of creating angled parking along the 300 block of NE Broad Street.

The Town Council, its Boards and Commissions, and Town staff have made the development of this Budget document possible. It has been my honor and pleasure to serve this community through the past fourteen plus years and I look forward to carrying out the directives being made through the adoption of the FY 2019-2020 Budget. Southern Pines remains a truly special place to both live and work and I would again thank those that I am privileged to associate and serve the community with on a daily basis.

Town of

Chartered 1887

Southern Pines

TOWN OF SOUTHERN PINES PROFILE

The Town of Southern Pines (Town) was incorporated in 1887, and is located on the fringe of the piedmont section of the State of North Carolina in an area known as the Sandhills. The Town has an estimated 2018 population of 13,978 and is located in Moore County (County) and encompasses 17.15 square miles. The Town provides a full range of services including police and fire protection, streets, planning and zoning, parks and recreation, library, fleet maintenance, and general administrative services. The Town also operates water and sewer utility services.

The Town operates under the Council-Manager form of government. The Legislative Body of the government of the Town is comprised of a Mayor and a four-member Town Council. The Legislative Body is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and hiring the Town Manager. The Town Manager is responsible to the Town Council for the administration of all affairs of the Town. The Town Manager appoints the Department Heads and supervises and coordinates the activities of the departments.

**TOWN OF SOUTHERN PINES
BUDGET FORMAT**

The accounts of the Town are organized on the basis of funds or account groups of which each is considered a separate accounting entity. The separation of revenues and expenditures allow close monitoring of accounts to provide surety that expenditures are in conformity with the adopted annual budget.

The Town of Southern Pines annual budget consists of two funds; the General Fund and the Enterprise Fund:

The General Fund accounts for the revenues and expenditures of all Town departments except those required to be accounted for in other funds.

The Enterprise Fund accounts for water and sewer activities.

A project ordinance is adopted for General and Enterprise capital project funds.

**TOWN OF SOUTHERN PINES
DESCRIPTION OF THE BUDGET PROCESS**

The North Carolina Local Government Budget and Fiscal Control Act requires that the Town Manager submit a recommended budget to the Mayor and the Town Council no later than June 1st, that the Council hold a public hearing on the budget and that the Board adopt an annual budget or interim budget each year by July 1st. The budget must be balanced. Defined by the Fiscal Control Act, “the sum of estimated net revenues and appropriated fund balance in each fund shall be equal to appropriations in that fund”.

The budget is the single most important document presented to the Town Council. The budget serves the citizens by providing an understanding of the Town’s operating fiscal programs and it reflects the Town’s commitment to maintain necessary services as well as improving the quality of service and keeping the impact of taxes to the citizens at a minimum.

The Town operates under an annual budget ordinance adopted in accordance with the Local Government Budget and Fiscal Control Act. The budget ordinance is the legal basis of the budgetary accounting system and the standard by which proposed expenditures are measured. All annual appropriations lapse at fiscal year-end. Any revisions to the original budget ordinance must be approved and adopted by the Town Council and made a matter of record in the Town minutes. Project ordinances are adopted for Governmental Capital Project Funds and the Utility Capital Project Funds. Project ordinances are on-going until the capital project has been completed and closed.

The budget is prepared using the modified accrual method of accounting for all funds. This accounting approach recognizes revenues when they become measurable and expenditures at the time liabilities are incurred.

The preparation of the budget requires structured guidelines as well as the participation and cooperation of many participants and a carefully scheduled series of events. The Town in the formulation of the budget follows the following budget calendar and budget cycle.

BUDGET CALENDAR

December 31	Capital and New Request Forms to Department Directors
January 14	Capital and New Request Forms due to Finance
January 31	Departmental Budget Packets to Department Directors
February 12	Departmental Budget Packets due to Finance
March 7	Budget Reviews with Department Directors, Town Manager and Finance Director.

March 19	Department Director's Retreat
April 3	Council Retreat
May 14	Presentation of Budget by Town Manager and Public Hearing
May 14 – June 11	Budget Discussions
June 11	Public Hearing
June 11	Adoption of Budget

COMPILATION OF HISTORICAL DATA

During the first phase of the budget process, the accumulation of four years of historical expenditure data is compiled by the Finance Department. The data is used by Department Directors and management for performance evaluation and projection of resources required to meet departmental objectives and needs.

PREPARATION OF DEPARTMENT REQUESTS

Estimating department expenditures is the responsibility of the Department Director. The basic requirements of budgeting expenditures are to request sufficient funding to adequately operate the department and to request funding at the lowest reasonable level in order to achieve the departmental goals and objectives.

CONSOLIDATE PRELIMINARY BUDGET

The departmental requests are submitted to the Finance Department in order to consolidate the individual departmental requests and the revenue projections into an overall budget. Departmental capital outlay requests are analyzed in coordination with the vehicle and equipment replacement schedule.

EVALUATION OF PRELIMINARY DATA AND PRIORITIES

The evaluation of preliminary data and priorities is an important step in developing a fiscal plan, which will achieve the Town's program of service for the upcoming fiscal year. A comprehensive review of service needs compared to departmental goals and objectives is analyzed by the Town Manager after meeting with Department Heads.

BALANCE PROPOSED BUDGET

After the Town's program of service priorities have been established, a balance plan for funding must be formulated. Through careful assessment of funding requirements and financing elements, a proposed budget document is organized into a final format and submitted to the Town Council for legislative review.

LEGISLATIVE REVIEW

The Town Council reviews the budget document thoroughly with the Town Manager and the Finance Director during a work session. The Town Council reviews departmental expenditures and goals at this time to ensure adherence with Town goals. A copy of the proposed budget document is filed with the Town Clerk as well as made available at the Town Library for public inspection.

BUDGET ADOPTION

The adoption of the annual budget is the culmination of exhaustive reviews of budget proposals by Department Heads, Management and the Legislative Body. After a public hearing is held, the budget is formally adopted by the Town Council. Adoption of the budget establishes the legal authority to incur expenditures in the upcoming fiscal year.

AMENDMENTS TO THE BUDGET

During the fiscal year, the budget may be amended to reflect changes to the original budget ordinance. Typically budget amendments are for the recognition of unbudgeted revenues, such as grants and donations.

Justification for the budget amendment is prepared by the department requesting the amendment. A budget amendment ordinance is then prepared by the Finance Director, and then voted upon by the Town Council. If approved, the original budget appropriation is then amended.

Town of

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Southern Pines

GENERAL FUND SUMMARY

The General Fund is the general operating fund of the Town. The General Fund accounts for all financial resources except those that are required to be accounted for in another fund. The primary revenue sources are Ad Valorem taxes, various other taxes, State grants, and sales and services. The following functional areas are included in the General Fund:

- General Government
- Public Safety
- Economic and Physical Development
- Transportation
- Cultural and Recreational

FUND BALANCE

The amount of fund balance is considered to be one of the key indicators of the financial condition of the Town. To maintain the Town's credit rating and to meet seasonal cash flow shortfalls, economic downturns, or a local disaster, the budget shall provide for an anticipated fund balance for the General Fund.

Key purposes for maintaining fund balance include:

- Having a reserve for emergencies as in the case of ice and snow storms, hurricanes, tornados and other natural disasters;
- Providing a sufficient cash flow for the Town given the amount of revenues received on a monthly basis is not consistent and the tax rate cannot be changed during the fiscal year even though cash flow problems may develop;
- Weathering unforeseen shortfalls in revenues.

The Local Government Commission (LGC) recommends that North Carolina governments retain an amount of unappropriated fund balance at least equal to 8 percent of the appropriations of the General Fund. The Town's policy is to maintain an unrestricted, undesignated balance in the General Fund equal to 25% of the General Fund budget. Unrestricted, undesignated fund balance will generally not be used for operating expenses.

REVENUE DEFINITIONS

Revenues are shown by sources and by funds. Accurate revenue estimates are dependent upon correct classifications because factors, which affect individual revenues, do not affect each source uniformly. Revenue projects can be made more accurately when revenues are segregated by source and controlled accordingly.

The major revenues by source are as follows:

AD Valorem Taxes – Collections of current and prior year taxes of real and personal property.

Other Taxes & Licenses – Collections of the one percent local options sales tax and one-half percent local option sales taxes (Article 39, 40, and 42) which the State collects on retail sales and is distributed on a per capita and point of delivery basis. The Short-term rental property tax is a tax that is levied on gross receipts derived from the short-term lease or rental of vehicles to the general public. The ABC distribution is a portion of the net operating revenues derived from the operation of the local liquor stores within the Town.

Unrestricted Intergovernmental – Beer and wine tax which is a State levied tax that is shared by the Town on wholesale sales of both beer and wine. The utility sales tax is a Town shared tax on various utilities that is levied by the State. Video programming revenue is a revenue source in which sales tax is collected by the State on gross receipts from cable services. The State distributes the Town's share based upon prior cable franchise tax distributions.

Restricted Intergovernmental – The Powell Bill Allocation is appropriated by the General Assembly and is distributed to municipalities based on local street miles and population to be earmarked for street construction and maintenance. State Aid Library is financial assistance to local library systems from the Aid to Public Libraries Fund.

Permits and Fees – Inspections and planning fees charged for new construction or buildings which undergo structural changes. Police Department fees are charges for fingerprinting and excess alarm activations. Also included in the Police fees are excise taxes that are collected by the State for possession of controlled substances which is earmarked for specific expenditures of the Police Department. Street Department fees are charges for utility street cut repairs. Public Works fees are charges for construction inspection fees and erosion control review fees.

Sales and Services – Library revenue generated through library cards and services. Recreational revenue generated through recreational activities and charges for rental of Town facilities. The rent category is predominately charges for use of Town facilities and land for communication equipment and fees for long-term rental of Town facilities. Disposal/recycling revenues are amounts charged on Town customer's utility bills for

garbage disposal that are paid by the Town to the County for landfill fees as well as the Town paid fee for recycling.

Investment Earnings – Interest that is earned on investment of the Town’s idle cash. Interest is allocated to each fund monthly based upon the balances in the funds.

Other – Surplus property sales revenue is generated through the sale of Town equipment and supplies that are no longer in service. Miscellaneous revenue is revenue that is not accounted for in any other category. Department for rescue services within an identified Fire district revenue is a tax that is charged to property that is located outside of the Town limits, in the “Pines” fire district that is identified by the County Commissioners.

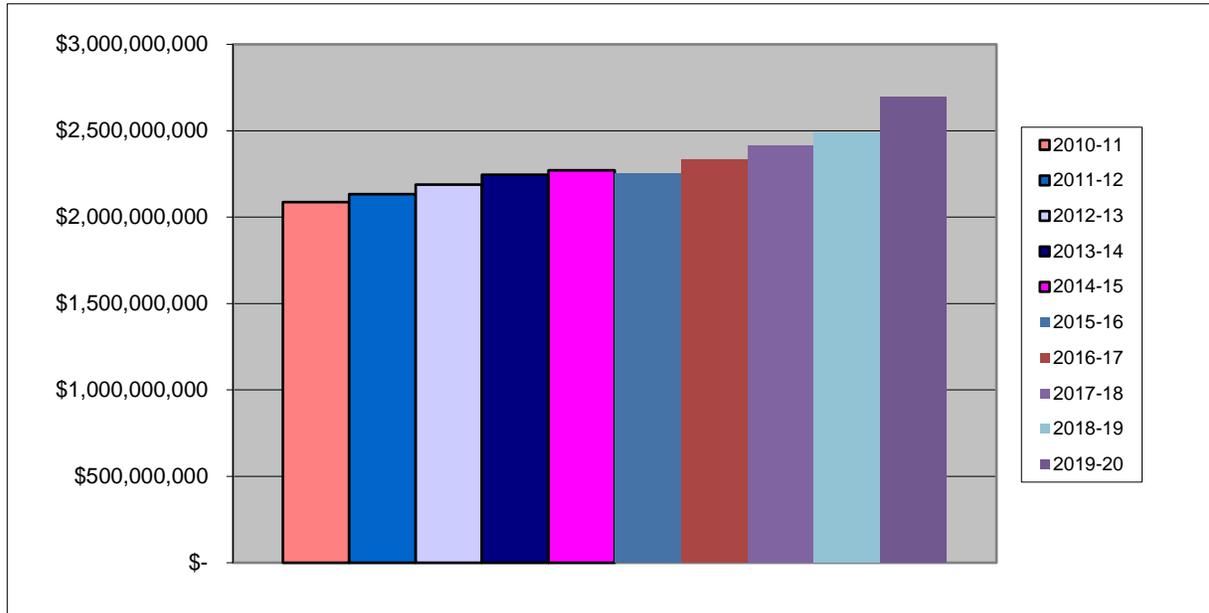
TOWN OF SOUTHERN PINES

**PROPERTY TAX RATES
Last Ten Fiscal Years**

<u>Year Ended June 30</u>	<u>Town of Southern Pines</u>
2011	0.35
2012	0.35
2013	0.35
2014	0.35
2015	0.37
2016	0.38
2017	0.38
2018	0.40
2019	0.40
2020	0.40

Note: All rates are expressed in dollars of tax per \$100 of assessed valuation.

PROPERTY TAX VALUATION TRENDS LAST TEN YEARS



<u>Tax Year</u>	<u>Fiscal Year</u>	<u>100% Valuation</u>	<u>Net Levy</u>	<u>Value of \$0.01</u>
2010	2010-11	\$ 2,086,855,543	\$ 7,311,009	\$ 208,686
2011	2011-12	2,133,158,047	7,465,959	213,316
2012	2012-13	2,187,703,624	7,663,758	218,770
2013	2013-14	2,245,009,632	7,859,930	224,501
2014	2014-15	2,271,275,981	8,399,348	227,128
2015	2015-16	2,252,976,782	8,545,250	225,298
2016	2016-17	2,334,287,307	8,872,587	233,429
2017	2017-18	2,411,587,808	9,642,138	241,159
2018	2018-19	2,485,845,496	9,942,478	248,585
2019	2019-20	2,694,295,850	10,777,183	269,430

Town of

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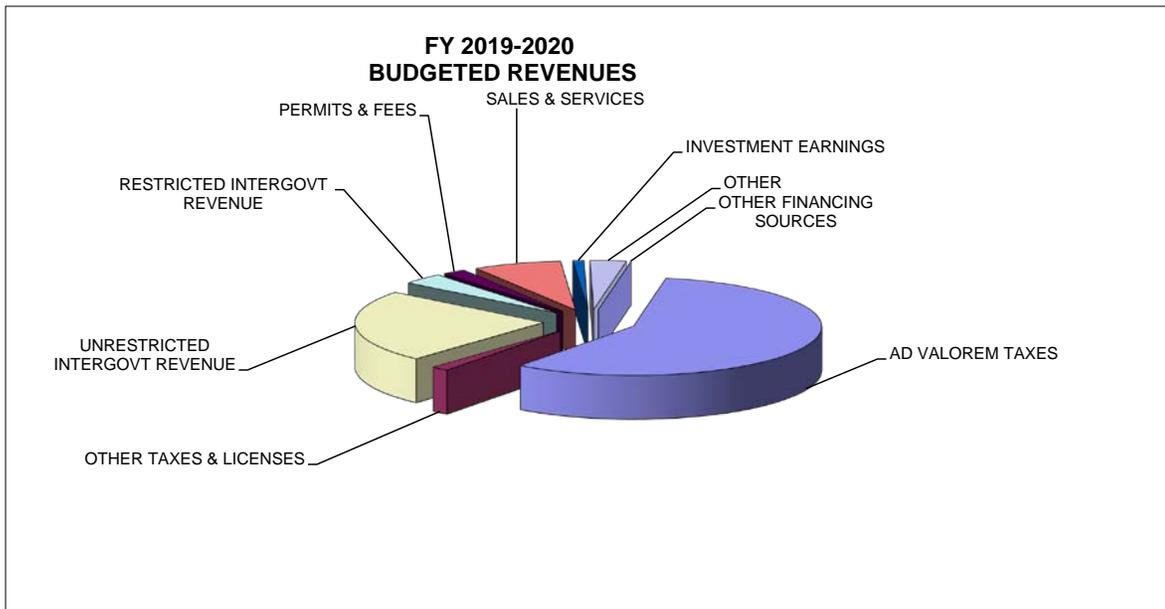
Southern Pines

TOWN OF SOUTHERN PINES
GENERAL FUND
BUDGET SUMMARY
2019-2020

	ACTUAL 2017-2018	BUDGET 2018-2019 as of 05/14/19	EXPECTED REVENUES EXPENDITURES 2018-2019	BUDGET 2019-2020
Available Fund Balance - Beginning	\$ 6,330,949	\$ 6,398,820	\$ 6,398,820	\$ 7,828,968
Total Revenues & Reserve Increases	<u>17,776,681</u>	<u>18,964,721</u>	<u>20,232,781</u>	<u>18,542,227</u>
Total Funds Available	24,107,630	25,363,541	26,631,601	26,371,195
Total Expenditures	16,891,856	18,167,781	17,759,883	20,293,203
Transfers Out to Capital Projects	<u>816,954</u>	<u>1,042,750</u>	<u>1,042,750</u>	<u>697,967</u>
Available Fund Balance - Ending	<u>\$ 6,398,820</u>	<u>\$ 6,153,010</u>	<u>\$ 7,828,968</u>	5,380,025
Less 3 Months Expenditures				5,073,301
Available Fund Balance - FYE 06/30/20.				<u>\$ 306,724</u>

TOWN OF SOUTHERN PINES
GENERAL FUND
CONSOLIDATED REVENUE SUMMARY
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019	EXPECTED as of 05/14/19	BUDGET 2019-2020	% of Revenue
AD VALOREM TAXES	\$ 8,563,590	\$ 8,887,614	\$ 9,670,485	\$ 9,633,039	\$ 9,887,790	\$ 10,653,526	57.46%
OTHER TAXES & LICENSES	191,005	215,047	245,365	213,500	239,383	280,150	1.51%
UNRESTRICTED INTERGOVT REVENUE	4,509,375	4,731,922	4,779,476	4,074,000	4,665,000	4,419,000	23.83%
RESTRICTED INTERGOVT REVENUE	415,755	498,731	424,748	512,790	627,106	664,630	3.58%
PERMITS & FEES	496,744	497,244	482,657	351,250	446,350	370,000	2.00%
SALES & SERVICES	1,214,054	1,188,703	1,246,730	1,282,699	1,321,370	1,405,068	7.58%
INVESTMENT EARNINGS	30,272	52,553	120,533	100,000	190,000	175,000	0.94%
OTHER	825,524	612,611	621,370	582,449	640,788	574,853	3.10%
OTHER FINANCING SOURCES	-	-	-	-	-	-	0.00%
	<u>\$ 16,246,319</u>	<u>\$ 16,684,425</u>	<u>\$ 17,591,364</u>	<u>\$ 16,749,727</u>	<u>\$ 18,017,787</u>	<u>\$ 18,542,227</u>	



Town of Southern Pines
General Fund
Schedule of Revenues
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019 as of 07/01/18	BUDGET 2018-2019 as of 05/14/19	EXPECTED REVENUES 2018-2019	BUDGET 2019-2020
AD VALOREM TAXES:							
Current	\$ 8,526,671	\$ 8,854,601	\$ 9,623,389	\$ 9,595,039	\$ 9,595,039	\$ 9,848,790	\$ 10,615,526
Delinquent	16,861	16,383	27,278	20,000	20,000	20,000	20,000
Penalties & Interest	20,058	16,630	19,818	18,000	18,000	19,000	18,000
TOTAL AD VALOREM TAXES	8,563,590	8,887,614	9,670,485	9,633,039	9,633,039	9,887,790	10,653,526
OTHER TAXES & LICENSES:							
Short-Term Rental Property Tax	39,382	46,925	55,428	50,000	50,000	49,983	48,000
Solid Waste Disposal Tax	8,428	9,018	9,344	9,000	9,000	9,100	9,000
Privilege/Beer - Wine License	0	2,315	2,405	1,500	1,500	2,300	2,000
Alcoholic Beverage Ctrl	143,195	156,789	178,188	153,000	153,000	178,000	160,000
Municipal Vehicle Tax	0	0	0	0	0	0	61,150
TOTAL OTHER TAXES	191,005	215,047	245,365	213,500	213,500	239,383	280,150
UNRESTRICTED INTERGOVT REVENUE:							
Article 39 Sales Tax - 1%	1,276,687	1,376,458	1,375,825	1,170,000	1,170,000	1,363,000	1,275,000
Article 40 Local Sales Tax - 1/2%	668,205	707,447	742,191	593,000	593,000	713,000	670,000
Article 42 Local Sales Tax - 1/2%	628,382	670,029	677,815	566,000	566,000	662,000	625,000
Article 44 1/2%-Hold Harmless	604,295	665,866	709,268	568,000	568,000	683,000	637,000
Beer and Wine Tax	58,550	60,927	59,581	58,000	58,000	59,000	58,000
Video Programming	161,043	164,610	159,510	156,500	156,500	155,000	154,000
Utilities Franchise/Sales	1,112,213	1,086,585	1,055,286	962,500	962,500	1,030,000	1,000,000
TOTAL UNRESTRICTED INTERGOVERNMENTAL	4,509,375	4,731,922	4,779,476	4,074,000	4,074,000	4,665,000	4,419,000
RESTRICTED INTERGOVT REVENUE:							
Powell Bill Allocation	404,887	402,027	405,234	400,000	400,000	403,744	401,000
State Aid Library	6,382	6,290	6,627	6,600	6,600	6,138	6,100
Library Grants	0	0	9,166	0	0	0	0
Recreation Grants	921	709	1,400	1,000	1,000	1,000	1,000
FEMA Revenue	0	87,601	0	0	5,000	113,845	14,000
On-Behalf of Pymts. - Fire	0	0	0	0	0	0	0
Fire Grants	0	0	0	0	100,190	100,190	242,530
Police Grants	3,565	2,104	2,321	0	0	2,189	0
TOTAL RESTRICTED INTERGOVERNMENTAL	415,755	498,731	424,748	407,600	512,790	627,106	664,630
PERMITS AND FEES:							
Inspections	325,942	384,893	359,180	275,000	275,000	310,000	275,000
Planning	18,199	24,829	41,095	25,000	25,000	25,000	20,000
Homeowner Recovery Fee	2,100	2,360	2,260	1,000	1,000	1,700	1,000
Zoning Fees	0	0	0	0	0	15,000	15,000
Street Department	53,711	35,677	45,234	25,000	25,000	32,800	30,000
Fire	200	7,753	1,050	0	0	850	0
Public Works	54,262	24,772	14,220	12,000	12,000	18,000	14,000
Police Department	42,330	16,960	19,618	13,000	13,250	43,000	15,000
TOTAL PERMITS AND FEES	496,744	497,244	482,657	351,000	351,250	446,350	370,000

Town of

Chartered 1887

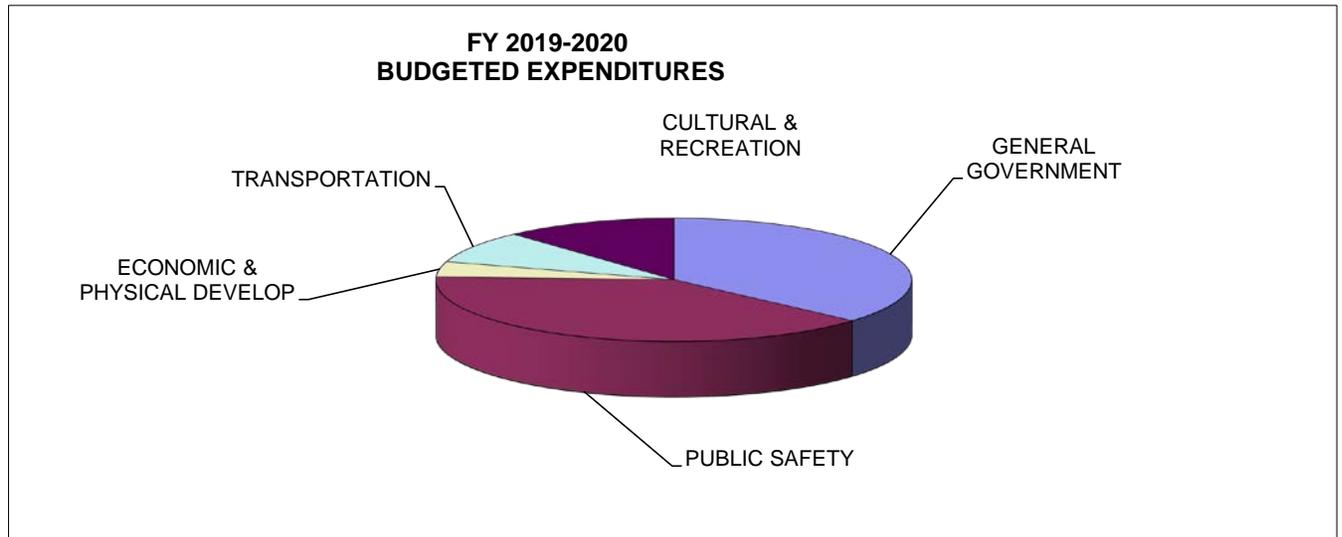
Southern Pines

Town of Southern Pines
General Fund
Schedule of Revenues
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019 as of 07/01/18	BUDGET 2018-2019 as of 05/14/19	EXPECTED REVENUES 2018-2019	BUDGET 2019-2020
SALES AND SERVICES:							
Library	44,681	41,472	43,685	37,000	37,000	41,000	40,000
Recreation Fees	216,554	195,117	209,294	185,000	185,000	200,000	195,000
Police Extra Duty	54,618	52,511	55,025	72,000	72,000	62,000	61,000
Fire Extra Duty	0	1,080	225	0	0	1,080	0
Rents	318,267	296,946	296,382	262,360	262,360	278,973	281,328
Facility Rental - Recreation	28,839	28,885	39,950	27,000	27,000	38,000	35,000
Court Facilities Fee	1,919	464	0	300	300	317	300
Reservoir Park	5,500	6,000	6,000	6,000	6,000	6,000	6,000
Disposal Fee/Recycling Fee	543,676	566,228	596,169	693,039	693,039	694,000	786,440
TOTAL SALES AND SERVICES	1,214,054	1,188,703	1,246,730	1,282,699	1,282,699	1,321,370	1,405,068
INVESTMENT EARNINGS:	30,272	52,553	120,533	100,000	100,000	190,000	175,000
OTHER:							
Surplus Property Sales	171,199	19,030	4,991	15,000	15,000	66,000	15,000
Miscellaneous Revenue	52,247	71,460	89,199	30,000	37,174	44,400	39,400
Demolition Liens	25,622	0	350	0	0	1,000	0
Fire Donations	4,431	3,654	12,094	0	25,458	25,958	0
Court Costs	2,596	6,523	4,324	2,500	2,500	2,500	2,500
Cemetery	2,125	1,375	1,250	1,000	1,000	1,250	1,000
County Contribution - Fire/Rescue	46,000	0	0	0	0	0	0
Fire District Revenue	493,585	503,109	504,122	488,217	488,217	488,155	513,953
Donations	27,719	7,460	5,040	3,000	13,100	11,525	3,000
TOTAL OTHER REVENUE	825,524	612,611	621,370	539,717	582,449	640,788	574,853
OTHER FINANCING SOURCES							
Financing Proceeds	0	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0
TOTAL REVENUES AND OTHER FINANCING SOURCES	16,246,319	16,684,425	17,591,364	16,601,555	16,749,727	18,017,787	18,542,227
FUND BALANCE [(ADD TO)/USE OF]:	(1,123,926)	(1,040,629)	117,446	2,214,994	2,460,804	784,846	2,448,943
REVENUES AFTER ADDITIONS/ REDUCTIONS FROM FUND BALANCE	\$ 15,122,393	\$ 15,643,796	\$ 17,708,810	\$ 18,816,549	\$ 19,210,531	\$ 18,802,633	\$ 20,991,170

TOWN OF SOUTHERN PINES
GENERAL FUND
CONSOLIDATED EXPENDITURE SUMMARY
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019	EXPECTED EXPENDITURES 2018-2019	BUDGET 2019-2020
GENERAL GOVERNMENT	\$ 5,649,446	\$ 5,752,033	\$ 6,219,687	\$ 6,931,647	\$ 6,841,030	\$ 7,436,969
PUBLIC SAFETY	5,959,829	6,233,795	7,408,395	7,263,859	7,045,354	7,952,135
ECONOMIC & PHYSICAL DEVELOP	697,898	596,360	614,067	648,615	642,497	809,629
TRANSPORTATION	1,114,923	1,108,984	1,295,031	1,423,639	1,370,487	1,733,026
CULTURAL & RECREATION	1,487,857	1,570,067	1,687,082	1,873,385	1,833,879	2,392,032
SUB-TOTAL	14,909,953	15,261,239	17,224,262	18,141,145	17,733,247	20,323,791
NON-DEPARTMENTAL & TRANSFERS	212,440	382,557	484,548	1,069,386	1,069,386	667,379
TOTAL	\$ 15,122,393	\$ 15,643,796	\$ 17,708,810	\$ 19,210,531	\$ 18,802,633	\$ 20,991,170



Function	Departments
General Government	Legislation, Administration, Information Technology, Financial Services, Public Works/Sanitation, Fleet Maintenance, Building & Grounds
Public Safety	Police-Patrol, Police-Communications, Police-Investigations, Fire
Economic & Physical Development	Planning, Inspections
Transportation	Street
Cultural & Recreation	Library, Recreation

TOWN OF SOUTHERN PINES
GENERAL FUND
EXPENDITURE BY FUNCTION AND TRANSFERS
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019 as of 07/01/18	BUDGET 2018-2019 as of 05/14/19	EXPECTED EXPENDITURES 2018-2019	BUDGET 2019-2020
Legislative	\$ 168,280	\$ 153,655	\$ 194,366	\$ 166,303	\$ 166,303	\$ 158,649	\$ 188,073
General Administration	555,967	576,044	598,039	679,283	679,283	648,989	681,782
Information Technology	725,829	714,383	743,060	771,911	771,911	764,670	1,290,303
Financial Services	594,342	613,730	661,212	766,399	766,399	746,931	783,262
Police Administration and Patrol	2,831,325	3,042,341	3,444,492	3,552,127	3,442,104	3,367,585	3,722,479
Police Communications	368,589	395,153	395,542	504,064	504,064	457,847	528,940
Investigations	778,024	796,314	901,688	848,754	850,434	792,734	892,953
Fire/Rescue	1,981,891	1,999,987	2,666,673	2,341,609	2,467,257	2,427,188	2,807,763
Planning	697,898	596,360	614,067	648,615	648,615	642,497	385,939
Inspections	0	0	0	0	0	0	423,690
Street Maintenance	1,114,923	1,108,984	1,295,031	1,423,639	1,423,639	1,370,487	1,733,026
Public Works/Sanitation	1,789,966	1,838,401	1,950,116	2,226,428	2,191,428	2,174,875	2,435,176
Fleet Maintenance	337,753	310,450	336,547	343,694	343,694	338,318	347,350
Recreation	671,534	769,118	791,925	915,639	924,566	921,026	1,408,093
Library	816,323	800,949	895,157	948,819	948,819	912,853	983,939
Building and Grounds	1,421,309	1,506,370	1,697,347	1,895,879	1,970,879	1,966,848	1,670,273
Special Appropriations:							
Sponsorships	6,000	1,000	1,000	2,500	2,500	2,500	1,500
Economic Development-Dues	25,000	25,000	25,000	26,250	26,250	26,250	26,250
Economic Incentive	24,000	12,000	12,000	12,000	12,000	12,000	12,000
Shaw House	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Special Appropriations	56,000	39,000	39,000	41,750	41,750	41,750	40,750
Non-Departmental:							
W/S Indirect Costs	(903,277)	(981,995)	(986,277)	(1,021,577)	(1,021,577)	(1,021,577)	(1,050,334)
Installment Purchase-Building Fd	0	0	0	0	0	0	0
Installment Purchase-Fire Sub-Sta	0	0	0	530,022	530,022	530,022	517,718
Installment Purchase St. Sweeper	77,640	77,640	38,819	0	0	0	0
Installment Purchase Police Stat	566,681	550,516	534,354	518,191	518,191	518,191	502,028
Installment Purchase Fire Vehicle	161,396	161,396	80,698	0	0	0	0
Total Non-Departmental	(97,560)	(192,443)	(332,406)	26,636	26,636	26,636	(30,588)
Total Expenditures	14,812,393	15,068,796	16,891,856	18,101,549	18,167,781	17,759,883	20,293,203
Transfers:							
Transfer to Cap Proj-Fire Sub-Stat	0	0	35,000	0	0	0	0
Transfer to Cap Proj-Unpaved St	150,000	92,500	185,000	230,000	230,000	230,000	0
Transfer to Cap Proj-Fiber Optics	0	0	76,593	0	0	0	0
Transfer to Cap Proj-Storm Water	0	100,000	0	0	100,000	100,000	0
Transfer to Cap Proj-Pool Park	0	0	87,861	0	0	0	0
Transfer to Cap-EIDMS	0	0	0	0	125,000	125,000	0
Transfer to Cap-Downtown Park	50,000	150,000	185,000	35,000	35,000	35,000	0
Transfer to Cap-Recreation Improv	0	80,000	97,500	100,000	100,000	100,000	80,000
Transfer to Cap-Proj-Parking Lots	0	0	0	200,000	200,000	200,000	43,000
Transfer to Cap-Proj-Facility Modern	0	0	0	0	102,750	102,750	313,817
Transfer to General Capital Reserve	110,000	2,500	0	0	0	0	0
Transfer to Cap Proj-Sidewalk	0	150,000	150,000	150,000	150,000	150,000	261,150
Total Transfers	310,000	575,000	816,954	715,000	1,042,750	1,042,750	697,967
Total Expenditures/Transfers	\$ 15,122,393	\$ 15,643,796	\$ 17,708,810	\$ 18,816,549	\$ 19,210,531	\$ 18,802,633	\$ 20,991,170

EXPENDITURE SUMMARY

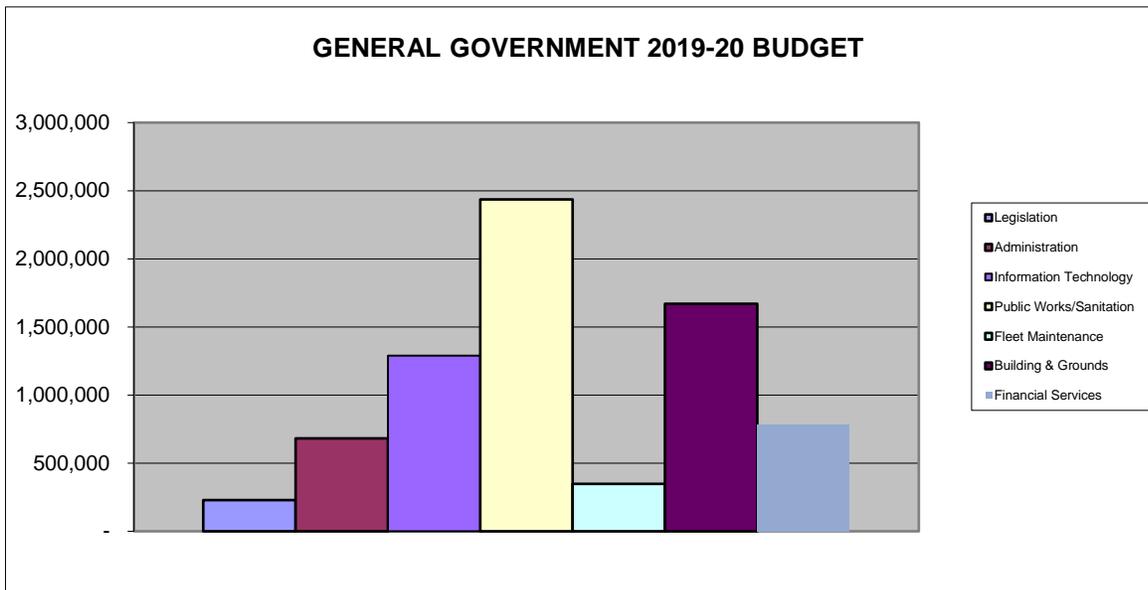
Fund: General

Function: General Government

General Fund Departments/Functions:

Legislation, Administration, Information Technology, Financial Services, Public Works/Sanitation, Fleet Maintenance, Building & Grounds

Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 2,752,548	\$ 2,994,817	\$ 2,866,235	\$ 2,722,173
Operating	3,202,701	3,936,830	3,939,795	4,343,111
Capital Outlay	264,438	-	35,000	371,685
Total	\$ 6,219,687	\$ 6,931,647	\$ 6,841,030	\$ 7,436,969



EXPENDITURE SUMMARY

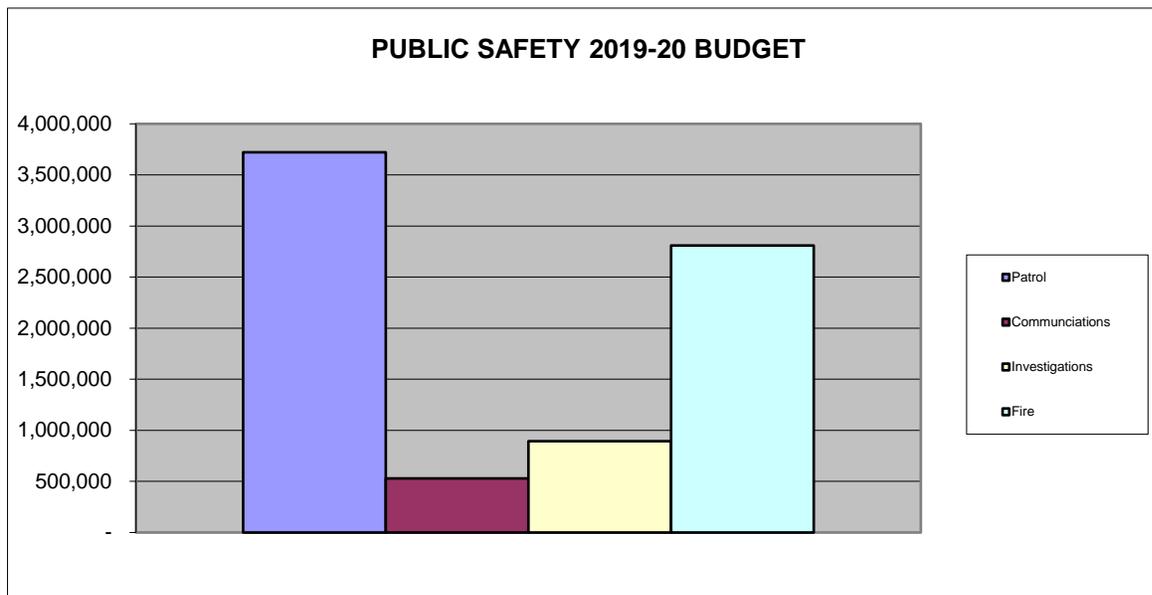
Fund: General

Function: Public Safety

General Fund Departments/Functions:

Police Patrol, Police Communications, Police Investigations, Fire

Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 5,167,157	\$ 5,864,363	\$ 5,778,073	\$ 6,474,787
Operating	1,142,491	1,260,288	1,128,073	1,342,348
Capital Outlay	1,098,745	139,208	139,208	135,000
Total	\$ 7,408,393	\$ 7,263,859	\$ 7,045,354	\$ 7,952,135



EXPENDITURE SUMMARY

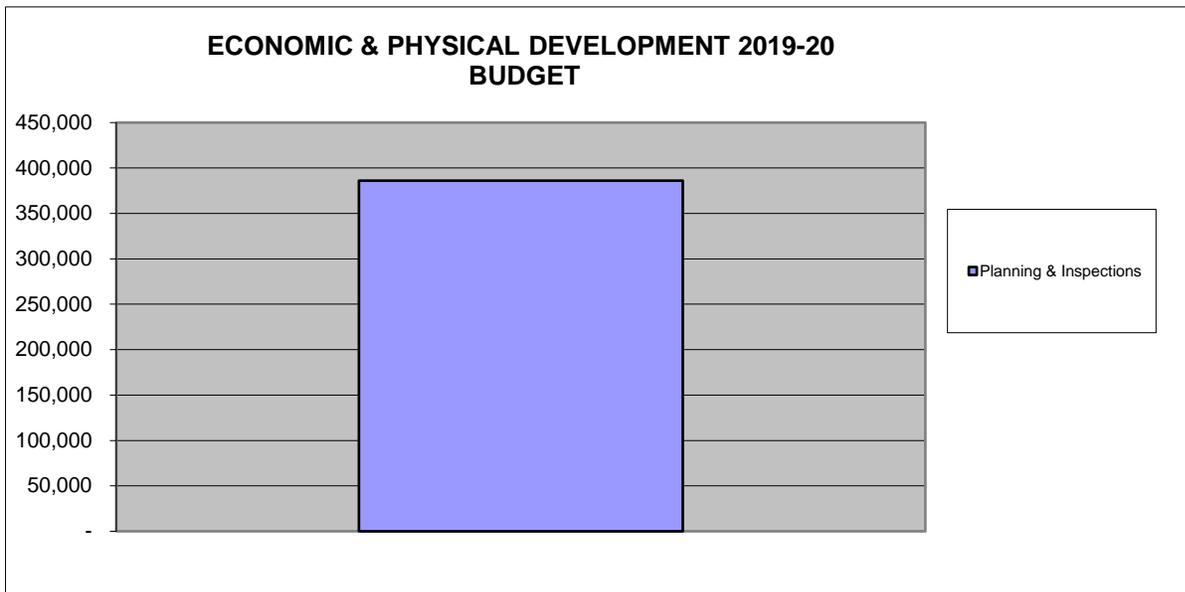
Fund: General

Function: Economic & Physical
Development

General Fund Departments/Functions:

Planning, Inspections

Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 522,138	\$ 561,336	\$ 573,460	\$ 703,758
Operating	60,379	87,279	69,037	105,871
Capital Outlay	31,550	-	-	-
Total	\$ 614,067	\$ 648,615	\$ 642,497	\$ 809,629



EXPENDITURE SUMMARY

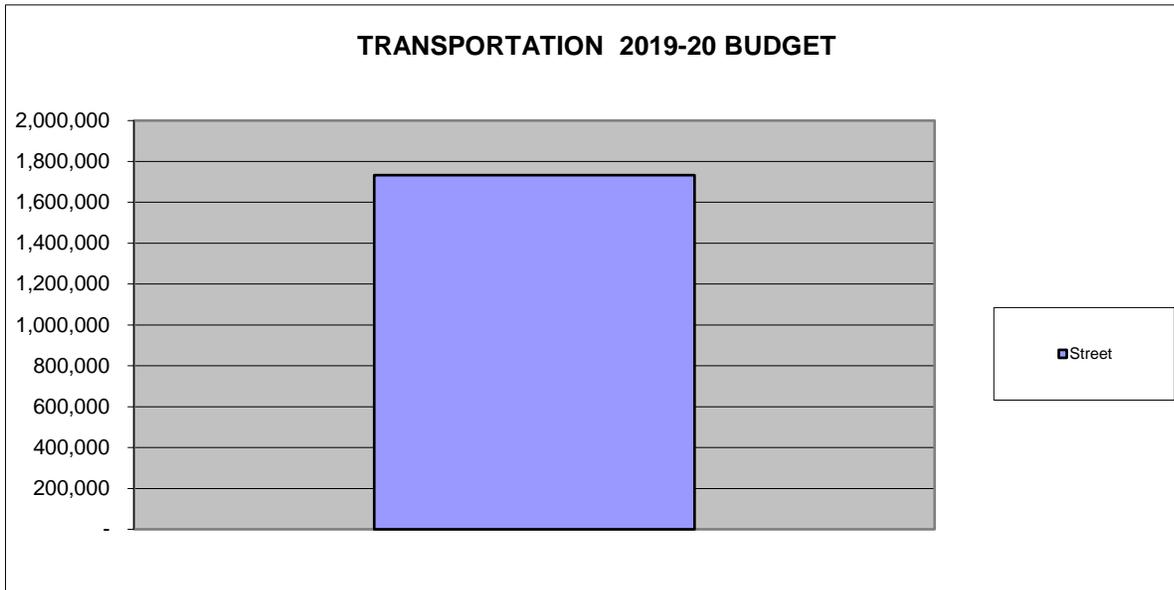
Fund: General

Function: Transportation

General Fund Departments/Functions:

Transportation

Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 504,112	\$ 545,585	\$ 512,505	\$ 804,990
Operating	396,965	413,054	392,982	477,036
Capital Outlay	393,954	465,000	465,000	451,000
Total	\$ 1,295,031	\$ 1,423,639	\$ 1,370,487	\$ 1,733,026



EXPENDITURE SUMMARY

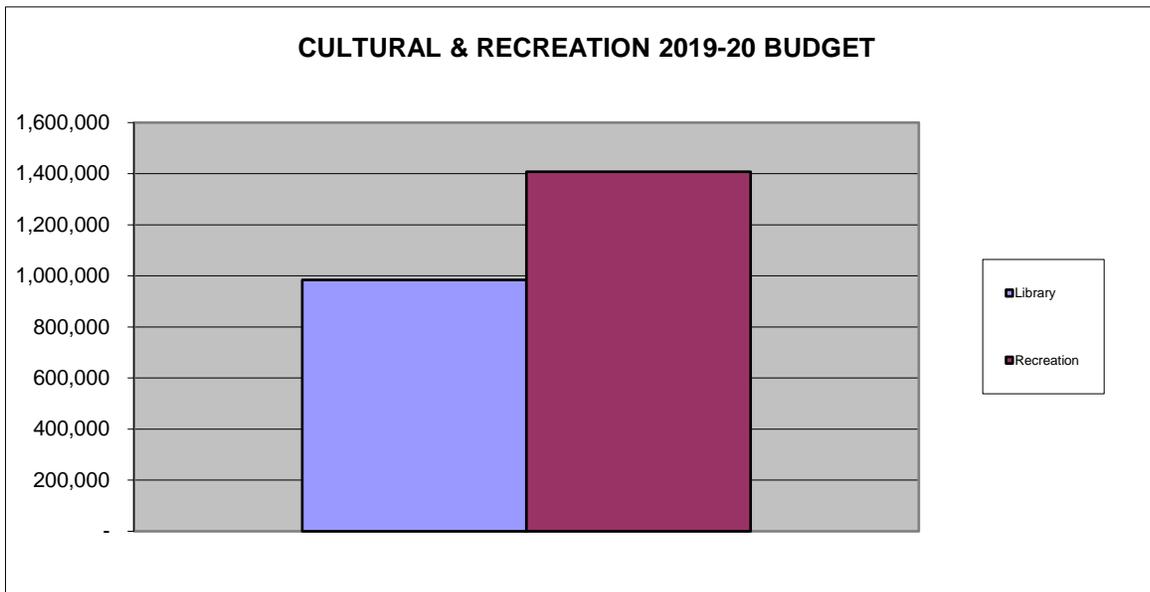
Fund: General

Function Cultural & Recreation

General Fund Departments/Functions:

Library, Recreation

Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 1,056,145	\$ 1,193,890	\$ 1,143,754	\$ 1,620,386
Operating	521,313	679,495	690,125	731,646
Capital Outlay	109,627	-	-	40,000
Total	\$ 1,687,085	\$ 1,873,385	\$ 1,833,879	\$ 2,392,032



LEGISLATIVE

Narrative: The Legislative Department is the policy making body of the Town. It is comprised of a Mayor and four Councilmembers. The Southern Pines Town Council considers and adopts ordinances to provide for the health, safety and overall quality of life for the citizens of Southern Pines and decides the service levels provided by the Town for its citizens.

The Legislative Department budget is in place to capture expenditures required for the support of the Town Council to include: wages, office supplies, equipment, travel, training and education, dues and subscriptions as well as expenditures required for the creation, filing and organization of the official records of all Town Council business and meetings.

Additional expenditures in this department include cost of the Town's legal counsel and any special appropriations made by Council in support of local activities and organizations.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Agenda Items Considered:	57	60	62
- Consent	66	70	72
- Miscellaneous	3	3	3
- Architectural Reviews	4	4	4
- Workshop Items	56	55	56

LEGISLATIVE

Fund: General

Function: General Government

Goal: To provide overall guidance for municipal operations.

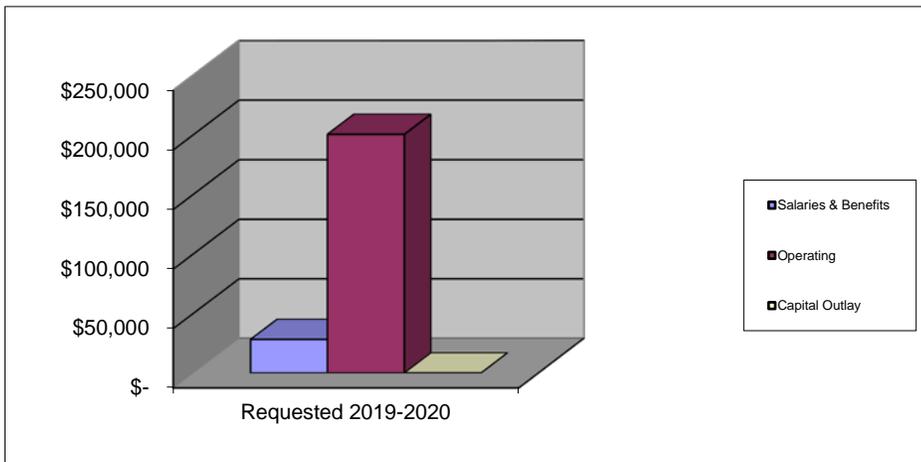
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 28,471	\$ 28,271	\$ 27,239	\$ 28,271
Operating	204,895	179,782	173,160	200,552
Capital Outlay	-	-	-	-
Total	\$ 233,366	\$ 208,053	\$ 200,399	\$ 228,823

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 233,366	\$ 208,053	\$ 200,399	\$ 228,823

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	-	-	-	-

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Legislative	Function: General Government			Fund: 10	Department: 410	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
104100200	SALARIES & WAGES	\$ 26,262	\$ 25,303	\$ 26,262	\$ -	\$ 26,262	0.0%
104100500	FICA EXPENSE	2,009	1,936	2,009	-	2,009	0.0%
	EMPLOYEE BENEFITS	28,271	27,239	28,271	-	28,271	
104101400	TRAINING & TRAVEL	3,600	3,600	4,550	-	4,550	26.4%
104103300	DEPARTMENTAL SUPPLIES	24,300	22,350	31,650	-	31,650	30.2%
104104500	CONTRACTUAL SERVICES	11,850	8,850	25,050	-	25,050	111.4%
104104510	INS-PROPERTY & GENERAL	8,687	7,025	7,727	-	7,727	-11.1%
104104600	PROFESSIONAL SERVICES	67,000	66,500	67,000	-	67,000	0.0%
104105300	DUES & SUBSCRIPTIONS	22,595	23,085	23,825	-	23,825	5.4%
104106300	SPECIAL APPROPRIATIONS	41,750	41,750	40,750	-	40,750	-2.4%
	OPERATING EXPENDITURES	179,782	173,160	200,552	-	200,552	
104107400	CAPITAL OUTLAY	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 208,053</u>	<u>\$ 200,399</u>	<u>\$ 228,823</u>	<u>\$ -</u>	<u>\$ 228,823</u>	

Town of

Chartered 1887

Southern Pines

ADMINISTRATION

Narrative: The Administration Department provides funding for the offices of the Town Manager and the Director of Administrative Services.

The Town Manager serves as the chief administrative officer of the Town. The Town Manager is responsible and accountable to the Mayor and the Town Council for the general management of all Town operations. The Governing Board's policy guidelines are directed through this office to the various departments within the Town. The Town Manager is responsible for reporting and recommending to the Governing Body on all matters of interest in the Town. The Town Manager assumes responsibility for submission of a proposed annual operating budget.

Administrative Services is responsible for the divisions of Human Resources, Purchasing, Risk Management, Public Relations and management of the office of the Municipal Clerk. Within this purview lies responsibility for all employee performance management, compensation and benefit program strategies and policies, adherence to all federal and state laws for payroll calculation, compliance with and required reporting on mandated employee related laws, statutes and regulations, a safety and wellness program, a decentralized purchasing department including the generation, review and approval of all purchase orders as well as compliance with NC purchasing, bidding and procurement statutes, risk management for the Town to include liability, property, vehicle and workers' compensation insurance coverages, and all responsibilities of the office of a North Carolina Municipal Clerk to include preparation for all Town Council meetings and maintaining all legal documents and permanent records of the Town.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Applications Received	1493	1770	1975
Full Time Employees Hired	25	35	43
Part Time Employees Hired	16	38	41
Recordable Employee Injuries/Illnesses	19	16	12
Total GL/Property/Vehicle Claims Filed	20	15	12
Purchase Orders Processed	966	1000	1000
Requests to Discard/Sell/Recycle Surplus	92	100	100

ADMINISTRATION

Fund: General

Function: General Government

To provide top level support to the Town Council and Town Manager, and serve as a support and liaison to the eight departments of the Town.

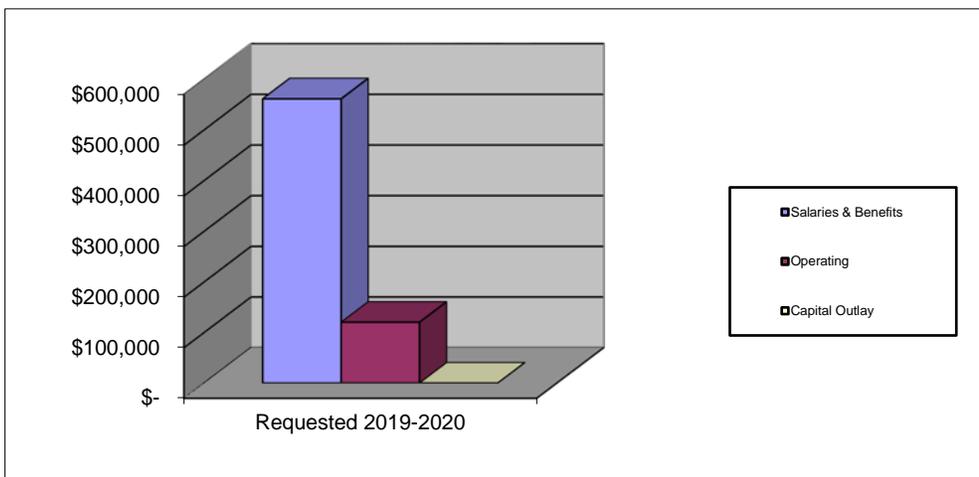
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 503,439	\$ 530,655	\$ 525,992	\$ 561,332
Operating	94,600	148,628	122,997	120,450
Capital Outlay	-	-	-	-
Total	\$ 598,039	\$ 679,283	\$ 648,989	\$ 681,782

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 598,039	\$ 679,283	\$ 648,989	\$ 681,782

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	6.0	6.0	6.0	6.0
Budgeted Employees-Part Time	-	-	-	-

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Administration	Function: General Government			Fund: 10	Department: 420	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
104200200	SALARIES & WAGES	\$ 394,116	\$ 393,718	\$ 410,723	\$ -	\$ 410,723	4.2%
104200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104200500	FICA EXPENSE	30,150	30,120	31,422	-	31,422	4.2%
104200600	GROUP INSURANCE EXPENSE	46,126	40,905	49,562	-	49,562	7.4%
104200700	RETIREMENT EXPENSE	30,781	30,722	36,965	-	36,965	20.1%
104200800	DEFERRED COMPENSATION	29,482	30,527	32,660	-	32,660	10.8%
	EMPLOYEE BENEFITS	530,655	525,992	561,332	-	561,332	
104201100	POSTAGE	1,050	830	830	-	830	-21.0%
104201200	PRINTING	3,350	1,025	1,575	-	1,575	-53.0%
104201300	TELEPHONE	2,530	2,940	3,000	-	3,000	18.6%
104201400	TRAINING & TRAVEL	31,700	16,750	22,700	-	22,700	-28.4%
104201401	TUITION REIMBURSEMENT	9,000	9,000	9,000	-	9,000	0.0%
104201800	UTILITIES	4,325	4,850	5,050	-	5,050	16.8%
104202600	ADVERTISING-HR	8,000	6,500	7,000	-	7,000	-12.5%
104202610	ADVERTISING-LEGAL	14,000	12,500	13,000	-	13,000	-7.1%
104203100	AUTO OPERATING	6,000	6,000	6,000	-	6,000	0.0%
104203300	DEPARTMENTAL SUPPLIES	8,450	6,830	7,150	-	7,150	-15.4%
104204500	CONTRACTUAL SERVICES	26,995	25,970	29,995	-	29,995	11.1%
104204510	INS-PROPERTY & GENERAL	3,763	3,537	3,890	-	3,890	3.4%
104204600	PROFESSIONAL SERVICES	20,000	18,000	2,000	-	2,000	-90.0%
104204800	COMMITTEE EXPENDITURES	3,800	2,700	3,600	-	3,600	-5.3%
104204900	EAP EXPENDITURES	-	-	-	-	-	0.0%
104205000	WELLNESS INITIATIVES	-	-	-	-	-	0.0%
104205300	DUES & SUBSCRIPTIONS	5,665	5,565	5,660	-	5,660	-0.1%
	OPERATING EXPENDITURES	148,628	122,997	120,450	-	120,450	
104207401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 679,283</u>	<u>\$ 648,989</u>	<u>\$ 681,782</u>	<u>\$ -</u>	<u>\$ 681,782</u>	

Town of

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Southern Pines

INFORMATION TECHNOLOGY

Narrative: The Information Technology department provides information technology support as an internal service to Town departments and coordinates the delivery of Geographic Information Systems services for the Town.

IT enables each Department to deliver efficient, effective, and innovative services to residents and other interested parties by providing users with needed hardware, software, network, and systems services and support. Users in all Departments have appropriate access to town-wide coordinated Geographic Information Systems (GIS) and other shared data resources, while residents and other interested parties have web access to Town information and services.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Web visitors www.southernpines.net (town)	409,019	370,289	410,000
IT/GIS work orders submitted	1,388	1,610	1,870
IT/GIS work orders completed	1,339	1,600	1,850

INFORMATION TECHNOLOGY

Fund: General

Function: General Government

Information Technology Goal: To provide technology support to internal Town departments and the delivery of geographic Information Systems for the Town.

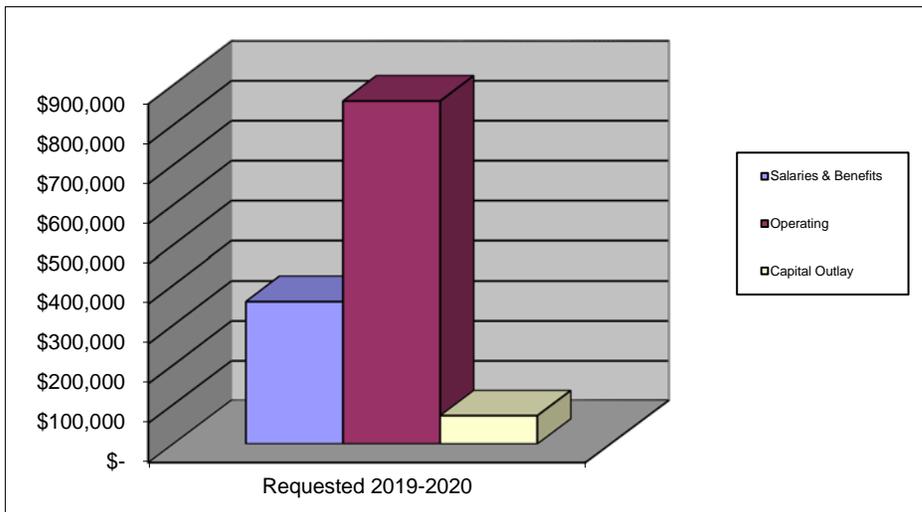
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 218,243	\$ 225,747	\$ 226,812	\$ 358,823
Operating	459,552	546,164	537,858	859,795
Capital Outlay	65,265	-	-	71,685
Total	\$ 743,060	\$ 771,911	\$ 764,670	\$ 1,290,303

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 743,060	\$ 771,911	\$ 764,670	\$ 1,290,303
Total	\$ 743,060	\$ 771,911	\$ 764,670	\$ 1,290,303

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees-Full Time	3.0	3.0	3.0	4.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

SAN & Switch Replacement	\$ 71,685
IT Director Position	126,808



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Information Technology	Function: General Government	Fund: 10	Department: 430			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
104300200	SALARIES & WAGES	\$ 168,257	\$ 169,122	\$ 175,200	\$ 92,600	\$ 267,800	59.2%
104300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104300500	FICA EXPENSE	12,872	12,938	13,403	7,084	20,487	59.2%
104300600	GROUP INSURANCE EXPENSE	23,064	23,098	24,781	8,261	33,042	43.3%
104300700	RETIREMENT EXPENSE	13,141	13,202	15,769	8,334	24,103	83.4%
104300800	DEFERRED COMPENSATION	8,413	8,452	8,761	4,630	13,391	59.2%
	EMPLOYEE BENEFITS	225,747	226,812	237,914	120,909	358,823	
104301100	POSTAGE	100	100	100	-	100	0.0%
104301300	TELEPHONE	40,730	40,000	77,240	-	77,240	89.6%
104301400	TRAINING & TRAVEL	16,750	9,000	10,300	2,000	12,300	-26.6%
104301600	EQUIPMENT MAINTENANCE	500	-	500	-	500	0.0%
104302200	LEASED EQUIPMENT	-	-	-	-	-	0.0%
104303300	DEPARTMENTAL SUPPLIES	100,700	104,055	178,942	2,750	181,692	80.4%
104304500	CONTRACTUAL SERVICES	385,298	382,400	584,305	1,149	585,454	51.9%
104304510	INS-PROPERTY & GENERAL	1,836	2,053	2,259	-	2,259	23.0%
104305300	DUES & SUBSCRIPTIONS	250	250	250	-	250	0.0%
	OPERATING EXPENDITURES	546,164	537,858	853,896	5,899	859,795	
104307401	CAPITAL-SOFTWARE/COMP EQ	-	-	71,685	-	71,685	0.0%
104307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	71,685	-	71,685	
	TOTAL EXPENDITURES	<u>\$ 771,911</u>	<u>\$ 764,670</u>	<u>\$ 1,163,495</u>	<u>\$ 126,808</u>	<u>\$ 1,290,303</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Information Technology	Function:	General Government
Project Title	SAN and Switch Replacement	Fund:	General

Project Description:

This project replaces the DR Town Data Storage Server and related network switches that are at the four year end-of-life cycle. It allows for more efficient and automated transition to back-up servers in the event of failure in the production environment.

Costs:	2019-2020
Capital – Computer Equipment	\$71,685
Total:	\$71,685

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Information Technology	Function:	General Government
Project Title	IT Director/Chief Information Officer	Fund:	General

Project Description:

This position meets the demands created by increased level of complexity and number of IT services, which can no longer be adequately met by combining the duties with those of the Director of Library Services.

Costs	2019-2020
Salaries & Benefits	\$120,909
Operations	5,899
Total	\$126,808

Town of

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Southern Pines

FINANCIAL SERVICES

Narrative: The Financial Services Department provides funding for the office of the Finance Division.

The Finance Division is responsible for managing all of the fiscal affairs of the Town and supports all Town departments through accounting and financial reporting and the budgetary process. The Finance Division includes such activities as accounting services, investments, grant management and reporting, financial analysis, budget preparation and preparation of amendments to the budget.

The division is also responsible for payment of all Town bills, processing of payroll, completion and filing of monthly, quarterly and yearly state and federal reports, maintenance of capital asset files and other related functions. Issuance and administration of long-term debt is a function of the division. Finance also administers the Town's cash management program and invests available funds accordingly. Preparation and distribution of the audited Comprehensive Annual Financial Report, which reflects the financial position of the Town at year-end, is the responsibility of the division.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Direct Deposit Stubs Issued	5,387	5,411	5,570
Payroll Checks Issued	129	140	155
Vendor Checks Issued	3,886	3,900	3,925
Invoices Processed	5,486	5,500	5,600
Reconciliations Performed	4,883	4,913	4,925
Financial Reports	1,099	1,102	1,103

FINANCIAL SERVICES

Fund: General

Function: General Government

Finance Division Goal: To support Town Citizens, Council and departments through accurate and timely financial reports, administration of the annual budget, financial management, and cash management.

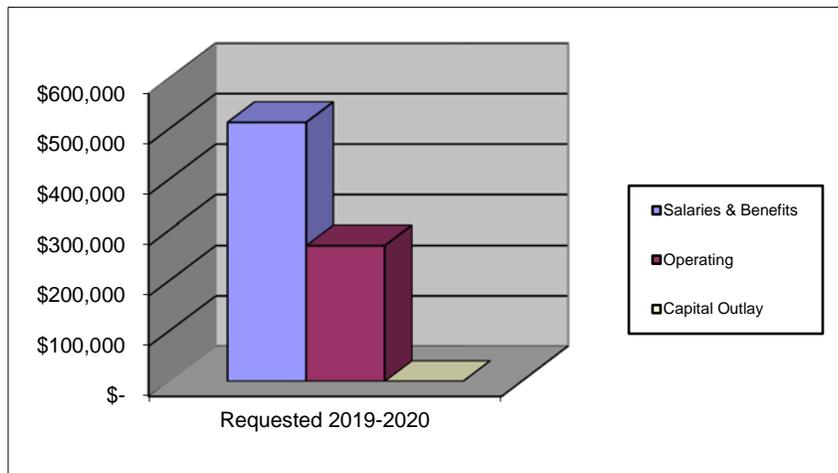
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 418,866	\$ 500,492	\$ 503,274	\$ 513,249
Operating	242,346	265,907	243,657	270,013
Capital Outlay	-	-	-	-
Total	\$ 661,212	\$ 766,399	\$ 746,931	\$ 783,262

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 661,212	\$ 766,399	\$ 746,931	\$ 783,262

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	6.0	6.0	6.0	6.0
Budgeted Employees-Part Time	-	-	-	-

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Financial Services	Function: General Government			Fund: 10	Department: 440	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
104400200	SALARIES & WAGES	\$ 377,190	\$ 384,700	\$ 381,508	\$ -	\$ 381,508	1.1%
104400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104400500	FICA EXPENSE	28,855	29,430	29,185	-	29,185	1.1%
104400600	GROUP INSURANCE EXPENSE	46,127	40,490	49,562	-	49,562	7.4%
104400700	RETIREMENT EXPENSE	29,460	30,047	34,066	-	34,066	15.6%
104400800	DEFERRED COMPENSATION	18,860	18,607	18,928	-	18,928	0.4%
	EMPLOYEE BENEFITS	500,492	503,274	513,249	-	513,249	
104401100	POSTAGE	5,450	4,050	5,450	-	5,450	0.0%
104401200	PRINTING	6,750	2,977	7,100	-	7,100	5.2%
104401300	TELEPHONE	1,820	1,620	1,820	-	1,820	0.0%
104401400	TRAINING & TRAVEL	10,000	7,000	10,000	-	10,000	0.0%
104401600	EQUIPMENT MAINTENANCE	3,365	2,865	2,865	-	2,865	-14.9%
104401800	UTILITIES	7,000	4,550	4,200	-	4,200	-40.0%
104402200	LEASED EQUIPMENT	3,900	3,500	3,900	-	3,900	0.0%
104403300	DEPARTMENTAL SUPPLIES	15,250	12,548	15,250	-	15,250	0.0%
104404400	BANK SERVICE CHARGE	10,000	10,200	10,000	-	10,000	0.0%
104404500	CONTRACTUAL SERVICES	6,500	725	6,300	-	6,300	-3.1%
104404505	COUNTY COLLECTION FEE	162,000	163,500	169,000	-	169,000	4.3%
104404510	INS-PROPERTY & GENERAL	3,745	2,735	3,008	-	3,008	-19.7%
104404600	PROFESSIONAL SERVICES	26,500	23,267	27,000	-	27,000	1.9%
104404920	BAD DEBT EXPENSE	2,500	3,000	3,000	-	3,000	20.0%
104405300	DUES & SUBSCRIPTIONS	1,127	1,120	1,120	-	1,120	-0.6%
	OPERATING EXPENDITURES	265,907	243,657	270,013	-	270,013	
104407401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 766,399</u>	<u>\$ 746,931</u>	<u>\$ 783,262</u>	<u>\$ -</u>	<u>\$ 783,262</u>	

Town of

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Southern Pines

POLICE - PATROL

Narrative: The Police Department is responsible for the protection of life and property of the citizens of Southern Pines and their guests. This is accomplished by patrolling the Town in marked and unmarked patrol cars, investigating violations, enforcing the law and working together with the citizens to minimize problems that lead to crime. The Patrol Division responds to police and non-police related calls for service at the request of citizens, or upon observation of the officer and directs follow-up investigations as circumstances require. Patrol officers also conduct some follow-up investigations on reported crimes and work with the community and other Town of Southern Pines departments to bring resolution to issues of concern. Patrol officers work with the community in a problem-solving mode to address public safety and quality of life issues. Working with other Town departments, officers are often the conduit for information or assistance.

The Patrol Division and its associated patrolling activity are considered to be a primary law enforcement function, but the activity of this division embraces much more than the act of patrolling. Officers may be engaged in a variety of activities which can range from traditional response to requests for service, to alternate strategies for the delivery of police services which is often the case keeping with trusted community policing philosophies embraced by the department.

The Division is comprised of thirty (30) full time sworn law enforcement officers assigned to four (5) Patrol Teams, two (2) sworn part time law enforcement officer, as well as one (1) civilian Community Services/Accreditation Manager, three (3) sworn law enforcement officers in the Administration Division, one (1) civilian Administrative Assistant, one (1) Property and Evidence Technician and one (1) part time Administrative Assistant/Records Clerk.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Calls for Service/Officer Initiated Activity	29,735	31,000	33,000
Traffic Accident Investigations	1,051	1,100	1,200
Preliminary Reports Completed	1,842	1,200	1,400
Arrests	578	550	600
Victims Contacted through Contact Program	64	55	60
Traffic Stops	1,543	1800	1800
Traffic Citations	903	950	950
Traffic Warnings (Written)	373	400	400
Community Policing Activities/Presentations	196	210	225

POLICE-ADMINISTRATION/PATROL

Fund: General

Function: Public Safety

Patrol Division Goal: To provide protection of life and property to the citizens of Southern Pines and their guests.

Administration Division Goal: To ensure the collection and flow of documentation relating to police activities.

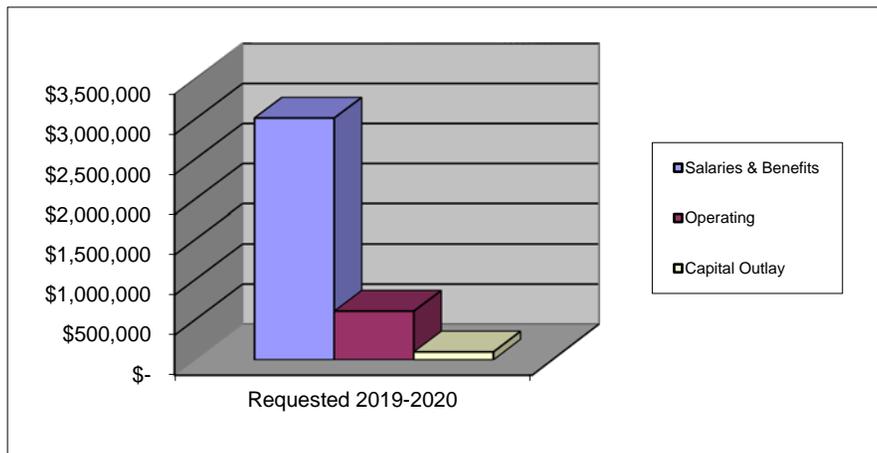
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 2,376,032	\$ 2,799,122	\$ 2,741,259	\$ 3,014,088
Operating	587,365	594,982	578,326	608,391
Capital Outlay	481,093	48,000	48,000	100,000
Total	\$ 3,444,490	\$ 3,442,104	\$ 3,367,585	\$ 3,722,479

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Fees	\$ 74,642	\$ 85,250	\$ 105,000	\$ 76,000
Grants	2,321	-	2,189	-
General Revenues	3,367,527	3,356,854	3,260,396	3,646,479
Total	\$ 3,444,490	\$ 3,442,104	\$ 3,367,585	\$ 3,722,479

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	35.0	36.0	36.0	36.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Eyewitness Data Vault Server \$ 20,000
 Vehicle Replacements (2) 80,000



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Police-Administration/Patrol	Function: Public Safety			Fund: 10	Department: 511	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105110200	SALARIES & WAGES	\$ 1,863,344	\$ 1,845,703	\$ 2,020,326	\$ -	\$ 2,020,326	8.4%
105110300	OVERTIME	133,000	120,000	133,000	-	133,000	0.0%
105110130	SEPARATION ALLOWANCE	32,533	32,533	24,762	-	24,762	-23.9%
105110150	PD EXTRA DUTY FEE	40,000	45,000	45,000	-	45,000	0.0%
105110250	SRT/CNT ACTIVATION STIPEND	7,500	8,500	8,500	-	8,500	0.0%
105110400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105110500	FICA EXPENSE	164,005	154,469	168,823	-	168,823	2.9%
105110600	GROUP INSURANCE EXPENSE	276,758	259,335	297,372	-	297,372	7.4%
105110700	RETIREMENT EXPENSE	177,544	171,819	208,718	-	208,718	17.6%
105110800	401K EMPLOYER SHARE	104,438	103,900	107,587	-	107,587	3.0%
	EMPLOYEE BENEFITS	2,799,122	2,741,259	3,014,088	-	3,014,088	
105111100	POSTAGE	2,000	700	2,000	-	2,000	0.0%
105111400	TRAINING & TRAVEL	30,000	25,000	35,000	-	35,000	16.7%
105111600	EQUIPMENT MAINTENANCE	7,000	2,000	6,000	-	6,000	-14.3%
105111700	AUTO REPAIR	22,377	18,000	20,000	-	20,000	-10.6%
105111800	UTILITIES	67,000	84,000	75,000	-	75,000	11.9%
105113100	AUTO OPERATING	45,000	60,000	60,000	-	60,000	33.3%
105113300	DEPARTMENTAL SUPPLIES	154,550	143,356	153,450	-	153,450	-0.7%
105113500	LAUNDRY & CLEANING	11,000	9,000	11,000	-	11,000	0.0%
105113600	UNIFORMS	31,000	25,000	31,000	-	31,000	0.0%
105114500	CONTRACTUAL SERVICES	74,500	75,750	52,770	-	52,770	-29.2%
105114510	INS-PROPERTY & GENERAL	125,555	112,520	123,771	-	123,771	-1.4%
105114600	PROFESSIONAL SERVICES	16,200	9,100	20,600	-	20,600	27.2%
105114800	GRANT EXPENDITURES	5,800	11,200	14,800	-	14,800	155.2%
105115300	DUES & SUBSCRIPTIONS	3,000	2,700	3,000	-	3,000	0.0%
	OPERATING EXPENDITURES	594,982	578,326	608,391	-	608,391	
105117401	CAPITAL COMPUTER EQUIP	-	-	20,000	-	20,000	0.0%
105117402	CAPITAL MOTOR VEHICLE	48,000	48,000	80,000	-	80,000	0.0%
	CAPITAL OUTLAY	48,000	48,000	100,000	-	100,000	
	TOTAL EXPENDITURES	<u>\$ 3,442,104</u>	<u>\$ 3,367,585</u>	<u>\$ 3,722,479</u>	<u>\$ -</u>	<u>\$ 3,722,479</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Police-Patrol	Function:	Public Safety
Project Title	Eyewitness Data Vault Server	Fund:	General

Project Description:

The current mobile video recording server is near the end of life and additionally, will only store up to eight (8) terabytes of digital information. Currently the mobile video recording server is 85% full. With the installation of the latest version of mobile video cameras which record only in “high definition,” the capacity of our current server will be exceeded early in the 2019/2020 budget year. This recording system is considered evidence and is housed in our property and evidence room as a standalone system not part of the Town of Southern Pines Information Technology (IT) network to maintain the integrity and evidentiary value of the recordings.

Costs	2019-2020
Capital – Computer Equipment	\$20,000
Total	\$20,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Police-Patrol	Function:	Public Safety
Project Title	Vehicle Replacements (2)	Fund:	General

Project Description:

Funding is requested to replace (2) aging Patrol/Administration Division vehicles in accordance with the Town of Southern Pines Vehicle Replacement Schedule and the assigned vehicle plan. This request will also provide resources to equip these two (2) vehicles for service. The result will be increased safety for the employee and the public, as well as reduced vehicle maintenance costs and down-time. In addition, these new vehicles we allow for the installation and carrying of needed equipment for the staff to effectively carry out the daily duties.

Costs	2019-2020
Capital – Motor Vehicle	\$80,000
Total	\$80,000

Town of

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Southern Pines

POLICE - COMMUNICATIONS

Narrative: The mission of the Communications Division is to monitor, receive and dispatch emergency and routine police calls for service as quickly and efficiently as possible to all areas with the Town of Southern Pines. In addition, the Communications Division processes misdirected telephone calls intended for law enforcement or public service agencies/departments and promptly relays this information to the agency/department having jurisdiction. The speed and accuracy information flows through the Communications Division are measures of the agency's capability to respond to the needs of the community. The Communications Division also interfaces with state and national law enforcement agencies and communications systems as well as the Moore County 911 system and the Southern Pines Fire Department. These services assure our citizens of quality emergency attention and guarantees that units in the field receive needed information and assistance necessary to respond to those requests. The Communications Center also serves as crucial support to the police officer in the field, providing timely, accurate information necessary to help the officer do a thorough, safe professional job. In addition, the Communications Center documents all activities and works closely with Administration Division to guarantee that proper documentation is collected and entered into the computerized records management system.

The Division is comprised of five (5) Telecommunicators (full-time), one (1) Telecommunicator (part-time), one Call Taker (part-time) and one (1) Communications Supervisor. All employees assigned to the Communications Division receive extensive training and certifications in all aspects of their duties and responsibilities.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Calls for Service/Officer Initiated Activities	29,735	31,000	33,000
Phone Calls Taken by Telecommunicators	43,321	43,500	45,000
Walk-in/Other Requests	2126	2160	2300

POLICE-COMMUNICATIONS

Fund: General

Function: Public Safety

Communications Division Goal: To monitor, receive and dispatch emergency and routine police calls for service.

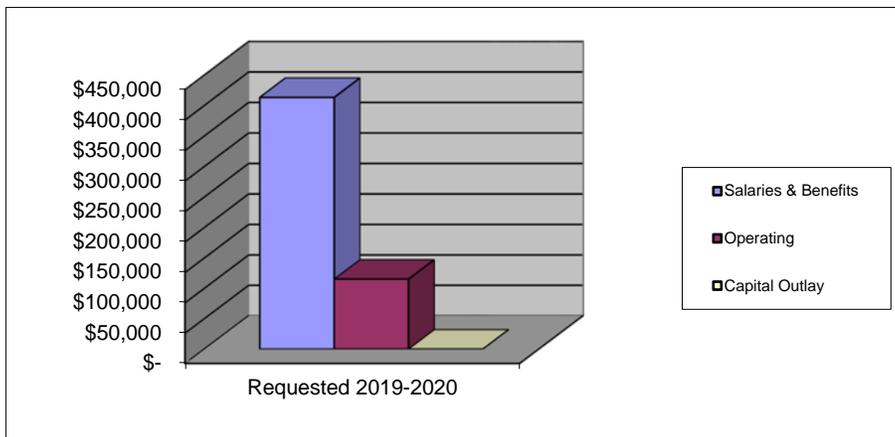
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 313,135	\$ 390,820	\$ 352,983	\$ 413,470
Operating	82,407	113,244	104,864	115,470
Capital Outlay	-	-	-	-
Total	\$ 395,542	\$ 504,064	\$ 457,847	\$ 528,940

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 395,542	\$ 504,064	\$ 457,847	\$ 528,940

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees - Full Time	6.0	6.0	6.0	6.0
Budgeted Employees - Part Time	2.0	2.0	2.0	2.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Police-Communications	Function: Public Safety		Fund: 10	Department: 514		
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105140200	SALARIES & WAGES	\$ 267,851	\$ 240,874	\$ 281,506	\$ -	\$ 281,506	5.1%
105140300	OVERTIME	22,000	20,000	22,000	-	22,000	0.0%
105140400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105140500	FICA EXPENSE	22,174	19,957	23,067	-	23,067	4.0%
105140600	GROUP INSURANCE EXPENSE	46,127	42,554	49,562	-	49,562	7.4%
105140700	RETIREMENT EXPENSE	19,917	19,227	24,001	-	24,001	20.5%
105140800	DEFERRED COMPENSATION	12,751	10,371	13,334	-	13,334	4.6%
	EMPLOYEE BENEFITS	390,820	352,983	413,470	-	413,470	
105141300	TELEPHONE	31,000	34,700	36,000	-	36,000	16.1%
105141400	TRAINING & TRAVEL	5,000	2,000	5,000	-	5,000	0.0%
105141600	EQUIPMENT MAINTENANCE	35,000	30,000	35,000	-	35,000	0.0%
105142100	RENT	7,000	6,400	7,000	-	7,000	0.0%
105143300	DEPARTMENTAL SUPPLIES	13,600	12,500	10,600	-	10,600	-22.1%
105143600	UNIFORMS	3,750	2,000	3,750	-	3,750	0.0%
105144500	CONTRACTUAL SERVICES	11,000	11,400	11,400	-	11,400	3.6%
105144510	INS-PROPERTY & GENERAL	6,294	5,564	6,120	-	6,120	-2.8%
105145300	DUES & SUBSCRIPTIONS	600	300	600	-	600	0.0%
	OPERATING EXPENDITURES	113,244	104,864	115,470	-	115,470	
105147403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 504,064</u>	<u>\$ 457,847</u>	<u>\$ 528,940</u>	<u>\$ -</u>	<u>\$ 528,940</u>	

Town of

Chartered 1887

Southern Pines

POLICE - INVESTIGATIONS

Narrative: The Investigation Division of the Southern Pines Police Department is responsible for the in depth investigation of criminal activity occurring in the community. These investigations include the interviewing of complainants, witnesses and suspects. The Division also has responsibility for the gathering and documenting of physical crime scene evidence and processing of all evidence and property collected. This documentation is then compiled into a criminal case file for proper disposition. The Investigation Division is also responsible for maintaining the property and evidence facility and submitting all evidence for analysis.

Additional responsibilities of the Investigation Division includes conducting follow-up investigations of cases involving juvenile offenders, processing youth arrests, preparing and presenting court cases in which a juvenile is involved and diverting juvenile offenders from the juvenile justice system when appropriate.

The Investigation Division collaborates closely with federal, state and local law enforcement agencies to address illegal drug activity in Southern Pines and surrounding communities with two investigators specifically assigned to conduct narcotics related investigations. In addition, specialty assignments and training include participating in the North Carolina Internet Crimes Against Children (ICAC) Task Force and administering Voice Stress Analysis (VSA) examinations.

Through organized investigative case management, the Division strives to ensure all criminal investigations are given appropriate follow-up. Investigators in this division remain proactive using proven community based policing philosophies and practices to prevent, minimize or eliminate crime.

The Division is comprised of six (6) Investigators, one (1) Investigator-Sergeant, one (1) Investigator-Lieutenant and one (1) part time Crime Scene Technician.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Crimes Reported	1234	1200	1250
Crimes Reviewed by Investigations	1234	1200	1250
Cases Assigned to Investigations Division	440	440	450
Property/Evidence Processed	1926	2000	2100

POLICE-INVESTIGATIONS

Fund: General

Function: Public Safety

Investigations Division Goal: To investigate reported and non-reported criminal activity in the community.

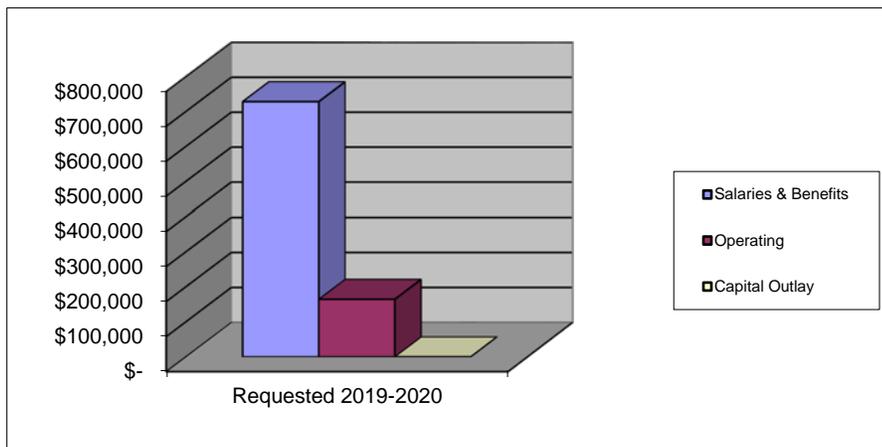
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 755,673	\$ 681,604	\$ 681,515	\$ 728,417
Operating	95,679	168,830	111,219	164,536
Capital Outlay	50,336	-	-	-
Total	\$ 901,688	\$ 850,434	\$ 792,734	\$ 892,953

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 901,688	\$ 850,434	\$ 792,734	\$ 892,953

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	9.0	8.0	8.0	8.0
Budgeted Employees - Part Time	1.0	1.0	1.0	1.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Police-Investigations	Function: Public Safety	Fund: 10	Department: 515			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105150200	SALARIES & WAGES	\$ 445,139	\$ 448,239	\$ 471,400	\$ -	\$ 471,400	5.9%
105150300	OVERTIME	36,000	30,000	36,000	-	36,000	0.0%
105150130	SEPARATION ALLOWANCE	20,672	20,672	17,363	-	17,363	-16.0%
105150150	PD EXTRA DUTY FEE	16,000	11,000	16,000	-	16,000	0.0%
105150250	SRT/CNT ACTIVATION STIPEND	-	5,000	7,000	-	7,000	0.0%
105150400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105150500	FICA EXPENSE	38,299	37,810	40,576	-	40,576	5.9%
105150600	GROUP INSURANCE EXPENSE	61,502	62,148	66,083	-	66,083	7.4%
105150700	RETIREMENT EXPENSE	40,188	41,962	48,722	-	48,722	21.2%
105150800	401K EMPLOYER SHARE	23,804	24,684	25,273	-	25,273	6.2%
	EMPLOYEE BENEFITS	681,604	681,515	728,417	-	728,417	
105151100	POSTAGE	750	100	750	-	750	0.0%
105151400	TRAINING & TRAVEL	18,000	10,000	18,000	-	18,000	0.0%
105151700	AUTO REPAIR	7,680	6,000	7,680	-	7,680	0.0%
105152200	LEASED EQUIPMENT	-	-	-	-	-	0.0%
105153100	AUTO OPERATING	19,000	14,400	19,000	-	19,000	0.0%
105153300	DEPARTMENTAL SUPPLIES	23,000	18,900	23,500	-	23,500	2.2%
105153600	UNIFORMS	15,000	12,000	15,000	-	15,000	0.0%
105153900	SPECIAL OPERATIONS	14,000	8,000	14,000	-	14,000	0.0%
105154500	CONTRACTUAL SERVICES	45,700	17,950	39,900	-	39,900	-12.7%
105154510	INS-PROPERTY & GENERAL	24,700	23,369	25,706	-	25,706	4.1%
105155300	DUES & SUBSCRIPTIONS	1,000	500	1,000	-	1,000	0.0%
	OPERATING EXPENDITURES	168,830	111,219	164,536	-	164,536	
105157402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105157403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 850,434</u>	<u>\$ 792,734</u>	<u>\$ 892,953</u>	<u>\$ -</u>	<u>\$ 892,953</u>	

Town of

Chartered 1887

Southern Pines

FIRE

Narrative: Since our beginning on February 13, 1898, Southern Pines Fire & Rescue has continuously adapted and changed to meet the needs of our community. Our primary goals include life safety, incident stabilization, and property conservation.

We strive to meet these goals through a variety of programs. Each program revolves around our goals and includes Fire and Life Safety Education, Fire Inspections, Fire Prevention, Emergency Medical Response, Hazardous Materials Response, Heavy Rescue and our most well know program Fire Suppression.

Our typical daily duties may consist of fire inspections to eliminate fire code violations, reviewing construction plans, teaching fire and life safety classes to the public, teaching CPR and first aid to the public, smoke detector installation, developing pre-fire plans, fire and arson investigation, disaster preparedness, emergency medical response, public car seat inspection and installation, maintaining the fire station and fire apparatus, maintaining over 1,200 fire hydrants, teaching fire extinguisher use to the public, and emergency response to a variety of call types including fires.

The men and women of the Southern Pines Fire Department are dedicated to the education of the public in order to promote life safety and they serve in a professional manner and are always exhibiting care and compassion to our citizens and visitors.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Fires	91	139	140
Overpressure Rupture, Explosion & Overheat	0	0	0
Rescue & Emergency Medical Service Incidents	966	985	995
Hazardous Condition (No Fire)	95	78	80
Service Calls	100	107	100
Good Intent Calls	305	255	260
False Alarms & False Calls	371	438	440
Severe Weather & Natural Disaster	45	209*	35
Special Incident Type	<u>0</u>	<u>0</u>	<u>0</u>
Total Incident Responses	1973	2211	2050
Fire Inspections	2160	2150	2165
Fire Investigations	67	115	120
Fire & Life Safety Public Education Classes	210	215	220

*Hurricane Florence

FIRE

Fund: General

Function: Public Safety

Fire Division Goal: To provide quality protection of life, property, and the environment of our community.

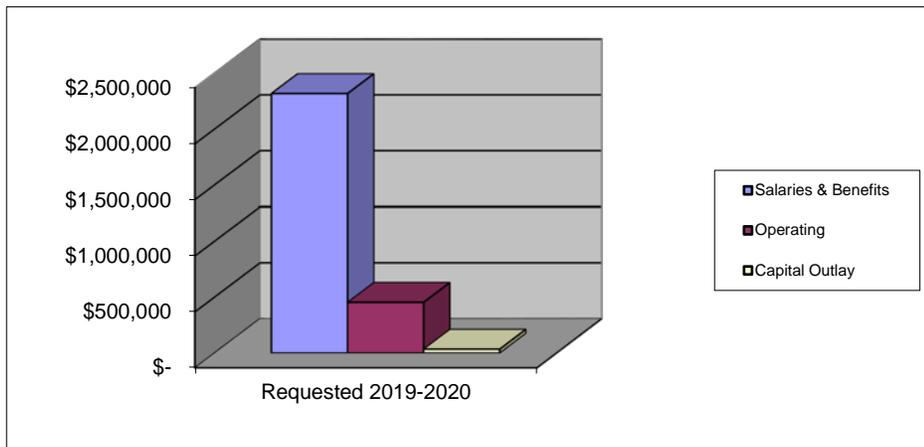
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 1,722,317	\$ 1,992,817	\$ 2,002,316	\$ 2,318,812
Operating	377,040	383,232	333,664	453,951
Capital Outlay	567,316	91,208	91,208	35,000
Total	\$ 2,666,673	\$ 2,467,257	\$ 2,427,188	\$ 2,807,763

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Fire District	\$ 504,122	\$ 488,217	\$ 488,155	\$ 513,953
Fire Grants	-	-	100,190	242,530
Donations	12,094	25,458	25,958	-
General Revenues	2,150,457	1,953,582	1,812,885	2,051,280
Total	\$ 2,666,673	\$ 2,467,257	\$ 2,427,188	\$ 2,807,763

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees-Full Time	27.5	33.0	33.0	33.0
Budgeted Employees-Part Time	17.0	17.0	17.0	17.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Vehicle Replacement \$ 35,000



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Fire	Function: Public Safety			Fund: 10	Department: 530	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105300200	SALARIES & WAGES	\$ 1,479,827	\$ 1,478,994	\$ 1,677,871	\$ -	\$ 1,677,871	13.4%
105300150	FIRE EXTRA DUTY FEE	-	385	-	-	-	0.0%
105300300	OVERTIME	14,000	14,000	15,000	-	15,000	7.1%
105300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105300500	FICA EXPENSE	109,153	114,244	129,506	-	129,506	18.6%
105300600	GROUP INSURANCE EXPENSE	219,101	218,231	272,591	-	272,591	24.4%
105300700	RETIREMENT EXPENSE	104,095	108,812	143,899	-	143,899	38.2%
105300800	DEFERRED COMPENSATION	66,641	67,650	79,945	-	79,945	20.0%
	EMPLOYEE BENEFITS	1,992,817	2,002,316	2,318,812	-	2,318,812	
105301100	POSTAGE	350	350	400	-	400	14.3%
105301200	PRINTING	250	250	250	-	250	0.0%
105301300	TELEPHONE	9,500	9,500	11,000	-	11,000	15.8%
105301400	TRAINING & TRAVEL-OPERATE	25,000	25,000	28,000	-	28,000	12.0%
105301401	TRAINING & TRAVEL-INSPECT	4,000	3,500	4,000	-	4,000	0.0%
105301600	EQUIPMENT MAINTENANCE	18,000	20,000	23,000	-	23,000	27.8%
105301700	AUTO REPAIR	25,000	27,000	28,000	-	28,000	12.0%
105301800	UTILITIES	16,000	14,000	26,000	-	26,000	62.5%
105303100	AUTO OPERATING	31,000	30,000	40,000	-	40,000	29.0%
105303300	DEPARTMENTAL SUPPLIES	119,840	83,900	168,100	-	168,100	40.3%
105303500	LAUNDRY & CLEANING	500	500	500	-	500	0.0%
105303600	UNIFORMS	23,000	23,000	23,000	-	23,000	0.0%
105304500	CONTRACTUAL SERVICES	31,800	31,800	30,850	-	30,850	-3.0%
105304510	INS-PROPERTY & GENERAL	68,992	54,864	60,351	-	60,351	-12.5%
105305300	DUES & SUBSCRIPTIONS	5,500	5,500	6,000	-	6,000	9.1%
105305400	INSURANCE & BONDS	4,500	4,500	4,500	-	4,500	0.0%
	OPERATING EXPENDITURES	383,232	333,664	453,951	-	453,951	
105307402	CAPITAL-MOTOR VEHICLE	91,208	91,208	35,000	-	35,000	0.0%
105307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	91,208	91,208	35,000	-	35,000	
	TOTAL EXPENDITURES	<u>\$ 2,467,257</u>	<u>\$ 2,427,188</u>	<u>\$ 2,807,763</u>	<u>\$ -</u>	<u>\$ 2,807,763</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Fire/Rescue	Function:	Public Safety
Project Title	Vehicle Replacement	Fund:	General

Project Description:

Replace a 2009 Chevrolet Traverse SUV that is assigned to the Deputy Fire Marshal. This vehicle has been identified in the town Vehicle Replacement Plan for replacement in the F/Y 19/20 Budget.

This vehicle has 85,000 miles on it and is used by the Deputy Fire Marshal for Fire Inspections, Fire Investigations, Public Education, and Emergency Response. This vehicle has had numerous mechanical issues that both the town garage and Southern Pines Chevrolet have attempted to address.

The total cost includes: radio reinstall, emergency lights, and siren as well as vehicle identification and labeling.

Costs	2019-2020
Capital – Motor Vehicle	\$35,000
Total	\$35,000

PLANNING

Narrative: The Planning Division provides overall coordination of the Town’s physical and community development activities. Functions of the Planning division of the department include processing entitlement applications such as rezoning, ordinance amendments, and Conditional Use Permits as well as subdivision review. Planning staff also supports the Planning Board, Board of Adjustment, and the Historic District Commission. Planning is the lead division regarding the preparation of land use and land development plans and policies.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Zoning-Conditional Use / Rezoning /BOA / HDC / Ordinance Amendment	10 / 9 / 0 / 17 / 4	16 / 6 / 0 / 24 / 3	16 / 10 / 2 / 24 / 3
Subdivision (Final Plat and Minor)	73	42	50
Architectural Review	8	18	20
Sign Permits Issued	38	46	50
All Nuisance & Zoning Violations	22 & 47	40 & 70	40 & 70
Site Plans	25	28	30

FY 2018-19 Accomplishments: During FY 2018-19, the Planning Department progressed in day-to-day application processing, code enforcement, inspections, work on the Short Term Work Program, and special projects as assigned by the Town Council. Highlights of work completed in FY 2018-2019 includes coordination with neighboring jurisdictions on zoning matters, adoption of Conceptual Development Plans for Morganton Park North, The Knollwood Tract, Caropines and the Waterworks development and initiation of the Old US Highway 1 Small-Area Plan. A variety of text amendments were processed to improve the Unified Development Ordinance. All planning application forms were updated for better consistency with format. Administration of the Town’s floodplain program and Local Historic District have continued and progressed. Customer service remains a top priority with most initial calls and emails being returned within one working day. Planning staff have increased assistance to the community, conducting multiple education and outreach sessions. Planning staff have also undertaken professional training and by the end of FY 2018-2019 we hope to have four planning staff with Certified Zoning Official credentials.

FY 2019-20 Projects: In the upcoming year, the Planning Department seeks to continue the initiatives and improvements started in FY 2018-2019. Planning staff have identified “CONSISTENCY” as an office goal that will guide decision-making and projects. Planning staff will continue ongoing work with adjoining jurisdictions and local, state and federal agencies. Staff training and education will continue. Planning is requesting one additional full-time planning staff to provide relief and further improvements to customer service. Progress on the Short Term Work Program will also continue.

PLANNING

Fund: General

Function: Economic & Physical
Development

Planning Division Goal: To provide overall coordination of the Town's physical and community development activities.

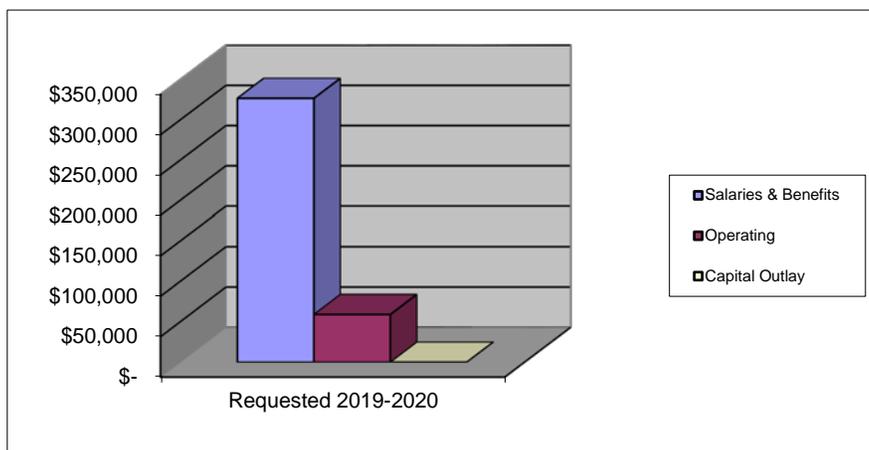
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 522,138	\$ 561,336	\$ 573,460	\$ 326,866
Operating	60,379	87,279	69,037	59,073
Capital Outlay	31,550	-	-	-
Total	\$ 614,067	\$ 648,615	\$ 642,497	\$ 385,939

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Fees	\$ 400,275	\$ 300,000	\$ 335,000	\$ 20,000
Homeowner Recovery	2,260	1,000	1,700	-
General Revenues	211,532	347,615	305,797	365,939
Total	\$ 614,067	\$ 648,615	\$ 642,497	\$ 385,939

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	8.0	8.0	8.0	6.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Planner Position (six months) \$ 33,083



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Planning	Function: Economic & Physical Development			Fund: 10	Department: 540	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105400200	SALARIES & WAGES	\$ 414,937	\$ 425,023	\$ 214,336	\$ 23,800	\$ 238,136	-42.6%
105400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105400500	FICA EXPENSE	31,743	32,515	16,397	1,820	18,217	-42.6%
105400600	GROUP INSURANCE EXPENSE	61,502	61,595	33,042	4,130	37,172	-39.6%
105400700	RETIREMENT EXPENSE	32,407	33,122	19,291	2,143	21,434	-33.9%
105400800	DEFERRED COMPENSATION	20,747	21,205	10,717	1,190	11,907	-42.6%
	EMPLOYEE BENEFITS	561,336	573,460	293,783	33,083	326,866	
105401100	POSTAGE	1,000	1,600	1,500	-	1,500	50.0%
105401200	PRINTING	300	300	300	-	300	0.0%
105401300	TELEPHONE	5,000	4,500	3,000	-	3,000	-40.0%
105401400	TRAINING & TRAVEL	7,000	7,500	5,250	-	5,250	-25.0%
105401600	EQUIPMENT MAINTENANCE	150	150	150	-	150	0.0%
105401700	AUTO REPAIR	2,500	1,500	1,500	-	1,500	-40.0%
105401800	UTILITIES	6,000	4,500	3,500	-	3,500	-41.7%
105403100	AUTO OPERATING	5,300	4,500	2,000	-	2,000	-62.3%
105403300	DEPARTMENTAL SUPPLIES	7,850	10,000	7,350	-	7,350	-6.4%
105404500	CONTRACTUAL SERVICES	5,122	7,022	5,111	-	5,111	-0.2%
105404510	INS-PROPERTY & GENERAL	7,507	4,415	3,762	-	3,762	-49.9%
105404600	PROFESSIONAL SERVICES	32,650	17,150	22,500	-	22,500	-31.1%
105404700	CARD PROCESSING FEE	3,000	3,500	1,750	-	1,750	-41.7%
105405300	DUES & SUBSCRIPTIONS	2,000	1,400	1,400	-	1,400	-30.0%
105406000	HOMEOWNER RECOVERY FD	1,900	1,000	-	-	-	0.0%
	OPERATING EXPENDITURES	87,279	69,037	59,073	-	59,073	
105407402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 648,615</u>	<u>\$ 642,497</u>	<u>\$ 352,856</u>	<u>\$ 33,083</u>	<u>\$ 385,939</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Planning	Function:	Economic & Physical Development
Project Title	Planner Position	Fund:	General

Project Description:

The Planning Division of the Community Development Department is requesting a new position to be added to the four (4) existing full-time equivalent positions. There are two primary reasons for this request.

First, the workload of the Planning Division has been increasing. Between 2016 and 2018, our division experienced a 33% increase in annexation petitions, a 25% increase in CUP applications, and a 30% increase in CoA applications. Nearly all other application types (such as Architectural Compliance Permits, Site Plans and Rezonings) have either remained the same or increased between 2016 and 2018.

Secondly, after the Planning Division became fully staffed in 2017, the office identified a variety of tasks that had previously been inadequately administered due to staffing shortages. As some examples, the Planning Division is now administering our local floodplain program, writing memos that provide additional context for the various boards and Town Council, conducting field inspections of all buildings prior to approving a Certificate of Occupancy, better ensuring compliance with lighting, landscaping and parking codes, conducting outreach in the Historic District, identifying non-conforming sites, and assisting other divisions with code compliance tasks.

Funding for this position is requested for six months.

Costs	2019-2020
Salaries & Benefits	\$33,083
Total	\$33,083

INSPECTIONS

Narrative: The Inspections Division is responsible for enforcing various other Federal, State, and Town codes, most notably the North Carolina Building Code, Minimum Housing Code, and the Town Code of Ordinances.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Building Inspections Performed	2012	2214	2325
Electrical Inspections Performed	2209	2430	2550
Mechanical Inspections Performed	1687	1800	1890
Other Inspections Performed	117	125	125
Plumbing Inspections Performed	1499	1650	1732
Insulation Inspections Performed	699	750	788
Building Permits Issued (Commercial/Residential)	405	412	413
Electrical Permits Issued	128	131	131
Plumbing Permits Issued	96	98	98
Mechanical Permits Issued	458	505	505
Other Permits Issued	75	82	82

FY 2018-19 Accomplishments: During FY 2018-19, the Inspections Department continued its work processing applications, permits and inspections requests. The Inspections Department inspected new homes, businesses and schools as well as a myriad of alterations and structural additions during the fiscal year. Staff also continued its role as part of the Town’s Technical Review Committee.

FY 2019-20 Projects: In the upcoming year, the Inspections Department will continue its goals of quality customer service provision and timely inspections. Inspections staff will continue ongoing work with adjoining jurisdictions and local, state and federal agencies. Staff training and education will continue so that we can provide the best service possible to our community. Staff also plans to increase minimum housing initiatives.

INSPECTIONS

Fund: General

Function: Economic & Physical
Development

Inspections Division Goal: To assist the residents and the builder/contractors by providing compliance of the building codes by performing necessary inspections on building & structures and enforcement of applicable codes.

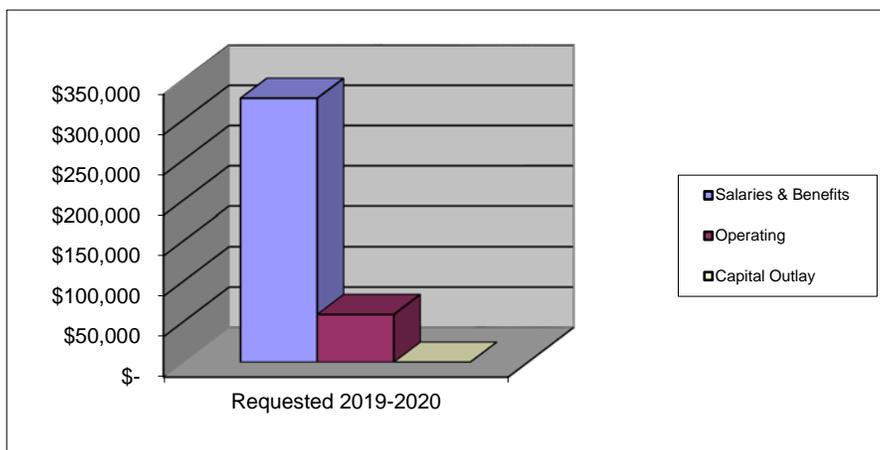
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 376,892
Operating	-	-	-	46,798
Capital Outlay	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 423,690

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Fees	\$ -	\$ -	\$ -	\$ 275,000
Homeowner Recovery	-	-	-	1,000
General Revenues	-	-	-	147,690
Total	\$ -	\$ -	\$ -	\$ 423,690

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	-	-	-	5.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Building Inspector Position \$ 77,667



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Inspections	Function: Economic & Physical Development			Fund: 10	Department: 545	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105450200	SALARIES & WAGES	\$ -	\$ -	\$ 228,262	\$ 47,600	\$ 275,862	0.0%
105450400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105450500	FICA EXPENSE	-	-	17,463	3,642	21,105	0.0%
105450600	GROUP INSURANCE EXPENSE	-	-	33,042	8,261	41,303	0.0%
105450700	RETIREMENT EXPENSE	-	-	20,544	4,284	24,828	0.0%
105450800	DEFERRED COMPENSATION	-	-	11,414	2,380	13,794	0.0%
	EMPLOYEE BENEFITS	-	-	310,725	66,167	376,892	
105451100	POSTAGE	-	-	375	-	375	0.0%
105451200	PRINTING	-	-	300	-	300	0.0%
105451300	TELEPHONE	-	-	2,250	-	2,250	0.0%
105451400	TRAINING & TRAVEL	-	-	4,000	4,500	8,500	0.0%
105451600	EQUIPMENT MAINTENANCE	-	-	150	-	150	0.0%
105451700	AUTO REPAIR	-	-	2,000	-	2,000	0.0%
105451800	UTILITIES	-	-	3,000	-	3,000	0.0%
105453100	AUTO OPERATING	-	-	4,500	-	4,500	0.0%
105453300	DEPARTMENTAL SUPPLIES	-	-	6,750	7,000	13,750	0.0%
105454500	CONTRACTUAL SERVICES	-	-	2,011	-	2,011	0.0%
105454510	INS-PROPERTY & GENERAL	-	-	3,762	-	3,762	0.0%
105454600	PROFESSIONAL SERVICES	-	-	1,150	-	1,150	0.0%
105454700	CARD PROCESSING FEE	-	-	1,750	-	1,750	0.0%
105455300	DUES & SUBSCRIPTIONS	-	-	1,400	-	1,400	0.0%
105456000	HOMEOWNER RECOVERY FD	-	-	1,900	-	1,900	0.0%
	OPERATING EXPENDITURES	-	-	35,298	11,500	46,798	
105457402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 346,023</u>	<u>\$ 77,667</u>	<u>\$ 423,690</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Inspections	Function:	Economic & Physical Development
Project Title	Building Inspector Position	Fund:	General

Project Description:

Requesting a Building Inspector Level 1 due to an amount of growth with new schools and the requirements of the State for all inspection requirements within a two-day time frame.

This position would also be responsible for assisting with minimum housing responsibilities and avoiding the backlog in mechanical permits.

Costs	2019-2020
Salaries & Benefits	\$66,167
Operations	11,500
Total	\$77,667

STREETS

Narrative: The objective of the Street Division is to keep all public transportation routes open and in a safe traveling condition. The Street Division plans to maintain approximately 166.67 Lane Miles of paved streets, and 0.56 miles of dirt roads. Maintenance of street and certain off-street drainage facilities is also an important activity. Tasks include the following: pothole and utility cut patching; installation of storm drainage pipe and other improvements; making, installing and repairing traffic and street name signs; concrete sidewalk repair and installation; street sweeping; snow and ice removal; crack-sealing; resurfacing; and general street repair.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Tons of Asphalt Placed (Town Forces)	637	650	650
Sq. Yards of Sidewalk Placed (Town Forces)	262	150	200
Sq. Yards of Sidewalk Placed (Contractor)	1,017	TBD	TBD
Linear Feet – Storm Drainage Pipe Installed	168	200	200
Traffic Signs Installed	180	320	250
Miles of Paved Streets Maintained	166.32	166.67	167.07
Miles of Streets Resurfaced	1.13	1.2	1.9
Miles of Streets Swept	5,237	4,500	5,000

FY 2018-19 Accomplishments: During FY 2018-19, the division continued the goal of phasing out dirt roads with the paving of Hall Avenue and working towards completing the paving of N. Hale Street. The division completed 1.75 miles of crack sealing on Town roads. The salt brine operations increased efficiency with the new installation of the Accubatch system. The division also completed the 42” CMP storm water improvement project off Sandavis Rd. FY 2018-19 work also included continued work towards new sidewalk and curb installations per our sidewalk master plan, this year’s project is taking place along Bennett Street. We are also working towards the reconstruction of Hunter Trail from Knoll Road to Hunter Court. We are also working towards completing the W. Wisconsin Avenue stormwater and road repair project.

FY 2019-20 Projects: In the FY 2019-20 budget, stormwater projects include funding requests to for the Clearfield Lane ground water pipe project. As part of the dirt road repaving schedule, the division seeks to pave the 600 block of SE Broad Street and the 700 block of NE Broad Street. Proposed paving projects also include continued projects like the annual resurfacing of Town roads based on our pavement condition survey. The division will be seeking a new pavement condition survey in this budget cycle to assist with future repaving schedules. Sidewalk projects planned from the sidewalk master plan to continue on Bennett Street sidewalk project.

STREET

Fund: General

Function: Transportation

Street Division Goal: To keep all public transportation routes open and in a safe traveling condition.

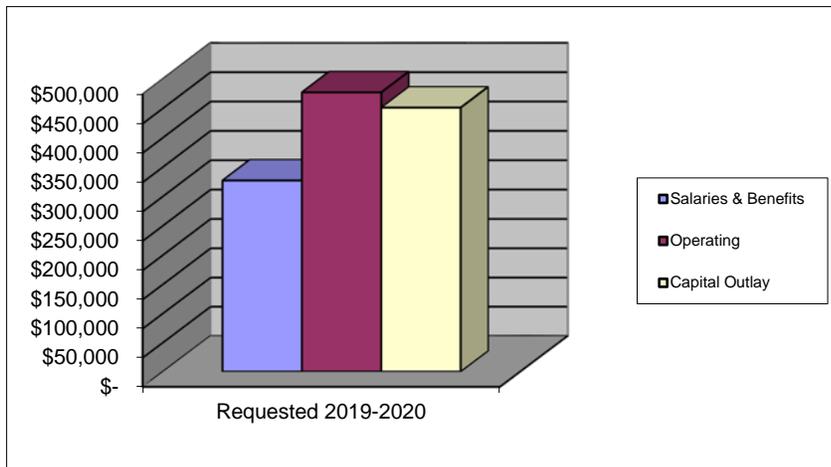
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 504,112	\$ 545,585	\$ 512,505	\$ 804,990
Operating	396,965	413,054	392,982	477,036
Capital Outlay	393,954	465,000	465,000	451,000
Total	\$ 1,295,031	\$ 1,423,639	\$ 1,370,487	\$ 1,733,026

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Powell Bill	\$ 405,234	\$ 400,000	\$ 403,744	\$ 401,000
Street Revenue	45,234	25,000	32,800	30,000
General Revenues	844,563	998,639	933,943	1,302,026
Total	\$ 1,295,031	\$ 1,423,639	\$ 1,370,487	\$ 1,733,026

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	10.0	10.0	10.0	16.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Zero Turn Mower Replacement (2)	\$ 24,000
Truck Replacement	35,000
Truck Replacement	35,000
Tractor Replacement	36,000
Tractor with Bush Hog Replacement	46,000
Annual Paving	275,000



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Street	Function: Transportation	Fund: 10	Department: 560			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105600200	SALARIES & WAGES	\$ 380,597	\$ 361,278	\$ 549,871	\$ -	\$ 549,871	44.5%
105600300	OVERTIME	8,500	6,500	10,000	-	10,000	17.6%
105600400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105600500	FICA EXPENSE	29,766	28,135	42,831	-	42,831	43.9%
105600600	GROUP INSURANCE EXPENSE	76,878	69,286	123,905	-	123,905	61.2%
105600700	RETIREMENT EXPENSE	30,389	28,911	50,389	-	50,389	65.8%
105600800	DEFERRED COMPENSATION	19,455	18,395	27,994	-	27,994	43.9%
	EMPLOYEE BENEFITS	545,585	512,505	804,990	-	804,990	
105601300	TELEPHONE	4,500	5,250	7,500	-	7,500	66.7%
105601400	TRAINING & TRAVEL	4,000	4,500	7,500	-	7,500	87.5%
105601600	EQUIPMENT MAINTENANCE	25,000	15,000	25,000	-	25,000	0.0%
105601700	AUTO REPAIR	10,000	15,000	15,000	-	15,000	50.0%
105601800	UTILITIES	145,000	135,000	145,000	-	145,000	0.0%
105603100	AUTO OPERATING	25,000	23,000	35,000	-	35,000	40.0%
105603300	DEPARTMENTAL SUPPLIES	132,500	132,000	148,500	-	148,500	12.1%
105604500	CONTRACTUAL SERVICES	30,700	31,500	36,700	-	36,700	19.5%
105604510	INS-PROPERTY & GENERAL	34,024	29,372	38,261	-	38,261	12.5%
105604550	DOWNTOWN STREET LIGHTING	-	-	-	-	-	0.0%
105604600	PROFESSIONAL SERVICES	2,000	2,000	18,200	-	18,200	810.0%
105605300	DUES & SUBSCRIPTIONS	330	360	375	-	375	13.6%
	OPERATING EXPENDITURES	413,054	392,982	477,036	-	477,036	
105607300	PAVING	465,000	465,000	275,000	-	275,000	-40.9%
105607402	CAPITAL-MOTOR VEHICLE	-	-	70,000	-	70,000	0.0%
105607403	CAPITAL-OTHER EQUIPMENT	-	-	106,000	-	106,000	0.0%
105607405	CAPITAL-BLDGS & STRUCTURE	-	-	-	-	-	0.0%
105607500	CONSTRUCTION	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	465,000	465,000	451,000	-	451,000	
	TOTAL EXPENDITURES	<u>\$ 1,423,639</u>	<u>\$ 1,370,487</u>	<u>\$ 1,733,026</u>	<u>\$ -</u>	<u>\$ 1,733,026</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	General Government
Project Title	Zero Turn Mower Replacements (2)	Fund:	General

Project Description:

60” Hustler Zero Turn rear discharge mowers to replace mower #938 that is a 2012 model and side discharge and mower #941 that is a 2013 model and side discharge.

Please surplus mower #938 & #941.

Costs	2019-2020
Capital – Other Equipment	\$24,000
Total	\$24,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	General Government
Project Title	Truck Replacement	Fund:	General

Project Description:

Replace #66, 2009 Chevy Silverado ¾ ton 4-door 4wd truck to continue efficient operations within the Street Department.

Costs	2019-2020
Capital – Motor Vehicle	\$35,000
Total	\$35,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	General Government
Project Title	Truck Replacement	Fund:	General

Project Description:

Replacement of Vehicle #67, a 2009 Chevy Silverado ½ ton extended cab 4wd truck to continue efficient operations within the Street Department.

Please surplus Vehicle #67.

Costs	2019-2020
Capital – Motor Vehicle	\$35,000
Total	\$35,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	General Government
Project Title	Tractor Replacement	Fund:	General

Project Description:

Replacement of Vehicle #0930, a 2008 Ventrac to continue efficient operations within the Street Department.

This is following the change out for equipment per the garage. Having a properly operating machine with accessible parts is vital to our daily operations within the town. This machine is used continuously for projects on daily and weekly basis with the Street department, and borrowed by our Parks department on occasion.

Please surplus Vehicle #0930.

Costs	2019-2020
Capital – Other Equipment	\$36,000
Total	\$36,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	General Government
Project Title	Tractor with Bush Hog - Replacement	Fund:	General

Project Description:

Replacement of Vehicle #0933, a 2009 Kubota Tractor to continue efficient operations within the Street Department. This equipment has had several ongoing mechanical issues. This machine is manufactured to operate on a small scale, not everyday use pulling a bush hog mowing right-of-ways and easements. Having a properly operating machine with accessible parts is vital to our daily operations within the Town. This machine is used continuously for projects on daily and weekly basis with the Street department.

Please surplus Vehicle #0933.

Costs	2019-2020
Capital – Other Equipment	\$46,000
Total	\$46,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	General Government
Project Title	Paving - Annual	Fund:	General

Project Description:

The annual resurfacing of streets & roadways maintained by the Town of Southern Pines to remain on schedule with pavement condition survey.

Costs	2019-2020
Capital - Paving	\$275,000
Total	\$275,000

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Southern Pines

PUBLIC WORKS ADMINISTRATIVE/SANITATION

Narrative: The objectives of the Administrative and Sanitation division are to provide administrative and technical functions for the Public Works side of the Community Development Department, which include establishing priorities, training, supervision, developing plans and specifications for the water, sewer, fleet maintenance, buildings and grounds, and streets divisions. The division regularly interacts with citizens, contractors, developers, state and federal agencies. Duties also include administering the solid waste collection contract, the water treatment contract, and enforcement of the Town's erosion and sedimentation control ordinance and grease trap ordinance. Public Works continues to evolve with greater emphasis placed on performance measurement, accountability, and teamwork strategies.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Miles of Water Line Inspected	1.54	2.0	2.0
Miles of Sewer Line Inspected	0.55	0.75	1.0
Miles of Street Construction Inspected	1.50	2.50	5.0
Erosion Control Permits Issued	256	275	300
Erosion Control Inspections Site Visits	381	350	400
Recycling Tons Collected	1071	1200	1200
Grease Trap Inspections	428	428	445

FY 2018-19 Accomplishments: The division inspected numerous commercial development sites as improvements were installed and continue to expand in our large commercial developments like Morganton Park and Southern Pines Village. The division provided the same in our residential developments that include Mid-South Club, Talamore Golf Club, Longleaf Golf & Family Club, the Carolina development (Caropines), and Pinehurst #9 (formerly National Golf Club) and with a great number of smaller infill lot projects. The division assisted in the Weymouth Pressure Zone implementation.

FY 2019-20 Projects: In FY 2019-20, the solid waste collection contract will in the second year of the renewed five-year contract. Inspections will continue with numerous commercial and residential projects slated for construction. This division will continue to improve the Capital Improvement Program for capital investments and infrastructure.

PUBLIC WORKS/SANITATION

Fund: General

Function: General Government

Public Works Division Goal: To provide administration and technical functions for the Public Services Division.

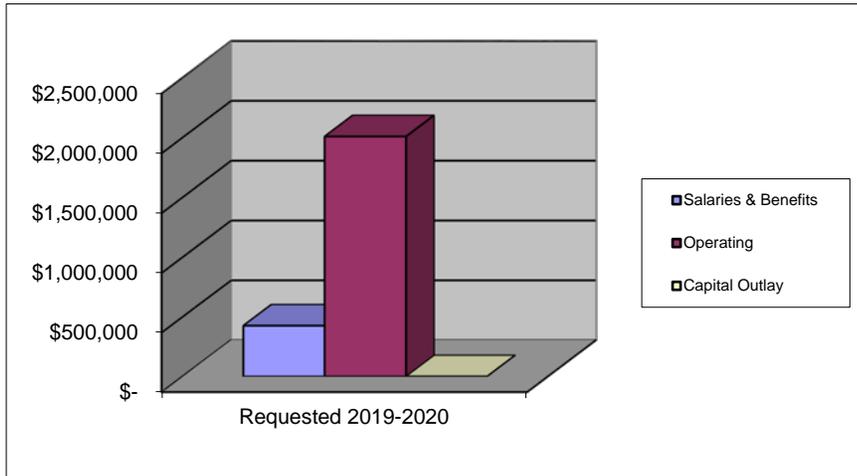
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 377,754	\$ 344,265	\$ 254,875	\$ 426,256
Operating	1,572,362	1,847,163	1,885,000	2,008,920
Capital Outlay	-	-	35,000	-
Total	\$ 1,950,116	\$ 2,191,428	\$ 2,174,875	\$ 2,435,176

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Fees	\$ 14,220	\$ 12,000	\$ 18,000	\$ 14,000
Disposal Fees	596,169	693,039	694,000	767,950
General Revenues	1,339,727	1,486,389	1,462,875	1,653,226
Total	\$ 1,950,116	\$ 2,191,428	\$ 2,174,875	\$ 2,435,176

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	4.0	4.0	4.0	4.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Public Works/Sanitation	Function: General Government	Fund: 10	Department: 565			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105650200	SALARIES & WAGES	\$ 254,319	\$ 193,780	\$ 323,233	\$ -	\$ 323,233	27.1%
105650400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105650500	FICA EXPENSE	22,133	14,825	24,728	-	24,728	11.7%
105650600	GROUP INSURANCE EXPENSE	30,751	21,806	33,042	-	33,042	7.5%
105650700	RETIREMENT EXPENSE	22,596	14,915	29,091	-	29,091	28.7%
105650800	DEFERRED COMPENSATION	14,466	9,549	16,162	-	16,162	11.7%
	EMPLOYEE BENEFITS	344,265	254,875	426,256	-	426,256	
105651100	POSTAGE	300	300	300	-	300	0.0%
105651200	PRINTING	100	100	100	-	100	0.0%
105651300	TELEPHONE	4,200	4,200	4,200	-	4,200	0.0%
105651400	TRAINING & TRAVEL	8,250	11,000	14,750	-	14,750	78.8%
105651700	AUTO REPAIR	1,000	250	1,000	-	1,000	0.0%
105651800	UTILITIES	6,500	6,500	7,750	-	7,750	0.0%
105653100	AUTO OPERATING	9,000	7,500	10,000	-	10,000	11.1%
105653300	DEPARTMENTAL SUPPLIES	4,500	3,000	4,500	-	4,500	0.0%
105654500	CONTRACTUAL SERVICES	1,795,810	1,764,530	1,947,000	-	1,947,000	8.4%
105654510	INS-PROPERTY & GENERAL	4,328	3,750	4,125	-	4,125	-4.7%
105654600	PROFESSIONAL SERVICES	10,000	80,000	10,000	-	10,000	0.0%
105655300	DUES & SUBSCRIPTIONS	3,175	3,870	5,195	-	5,195	63.6%
	OPERATING EXPENDITURES	1,847,163	1,885,000	2,008,920	-	2,008,920	
105657401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105657402	CAPITAL-MOTOR VEHICLE	-	35,000	-	-	-	0.0%
105657403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	35,000	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 2,191,428</u>	<u>\$ 2,174,875</u>	<u>\$ 2,435,176</u>	<u>\$ -</u>	<u>\$ 2,435,176</u>	

Town of

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Southern Pines

FLEET MAINTENANCE

Narrative: The objective of the Fleet Maintenance Division is to provide regular and preventative maintenance services for all vehicles and equipment operated by the Town. Additionally, the department provides detail records of maintenance and repairs, manages the town fuel system, including inventory and compliance. Fleet Maintenance provides skilled fabrication and welding services and ensures all vehicles meet state inspection criteria. The garage provides specifications for new vehicle purchases and manages disposal of old units.

Performance Measures:

	2017-2018	2018-2019	2019-2020
	Actual	Projected	Proposed
Preventative Maintenance	150	150	200
State Inspections	100	114	120
Tire Changes/Repaired	120	100	140
Brake Repairs	45	45	50
Misc. Repairs	500	491	415
Total Work Orders	915	900	925

FY 2018-19 Accomplishments: The Fleet Maintenance division successfully met all performance measurement goals applied to the division. The Fleet Maintenance division successfully maintained the vehicles of the Town and performed all required State of North Carolina inspections on the fleet. The division continued its implementation of the RTA fleet management software to improve reporting, inventory control, and work order processing. The division continued its maintenance operations on the Town's fire truck and police fleet creating more efficiency and reducing downtime for these emergency service vehicles.

FY 2018-19 Projects: In the upcoming year, the Fleet Maintenance division seeks to continue its preventative maintenance and overall maintenance on the Town's fleet as well as continue to progress and implement new features of the RTA software solution.

FLEET MAINTENANCE

Fund: General

Function: General Government

Fleet Maintenance Division Goal: To provide regular an preventive maintenance services for all Town vehicles and equipment.

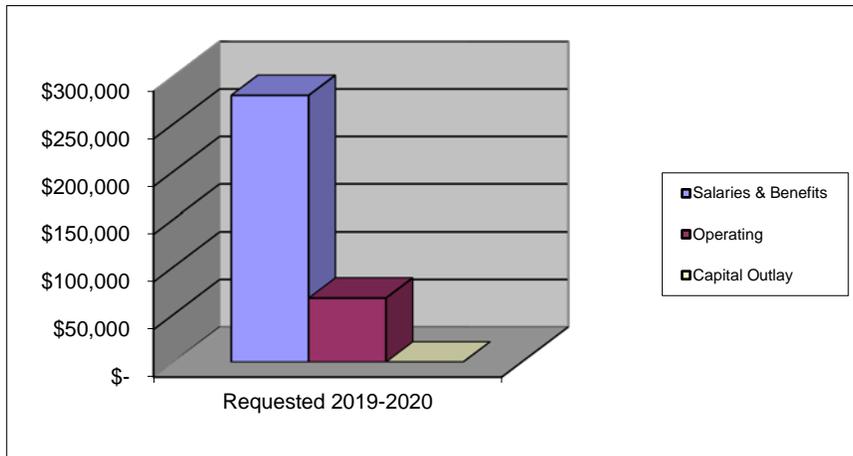
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 257,828	\$ 268,642	\$ 268,780	\$ 280,083
Operating	57,380	75,052	69,538	67,267
Capital Outlay	21,339	-	-	-
Total	\$ 336,547	\$ 343,694	\$ 338,318	\$ 347,350

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 336,547	\$ 343,694	\$ 338,318	\$ 347,350

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees-Full Time	4.0	4.0	4.0	4.0
Budgeted Employees-Part Time	-	-	-	-

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Fleet Maintenance	Function: General Government	Fund: 10	Department: 580			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
105800200	SALARIES & WAGES	\$ 196,734	\$ 197,201	\$ 202,324	\$ -	\$ 202,324	2.8%
105800300	OVERTIME	750	750	750	-	750	0.0%
105800400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105800500	FICA EXPENSE	15,108	14,870	15,536	-	15,536	2.8%
105800600	GROUP INSURANCE EXPENSE	30,751	30,798	33,042	-	33,042	7.5%
105800700	RETIREMENT EXPENSE	15,424	15,340	18,277	-	18,277	18.5%
105800800	DEFERRED COMPENSATION	9,875	9,821	10,154	-	10,154	2.8%
	EMPLOYEE BENEFITS	268,642	268,780	280,083	-	280,083	
105801300	TELEPHONE	1,200	1,200	1,200	-	1,200	0.0%
105801400	TRAINING & TRAVEL	4,000	4,000	4,500	-	4,500	12.5%
105801600	EQUIPMENT MAINTENANCE	3,000	3,000	3,000	-	3,000	0.0%
105801700	AUTO REPAIR	1,800	1,800	2,000	-	2,000	11.1%
105801800	UTILITIES	5,000	5,000	5,500	-	5,500	10.0%
105803100	AUTO OPERATING	3,000	3,000	3,000	-	3,000	0.0%
105803300	DEPARTMENTAL SUPPLIES	25,000	25,000	25,000	-	25,000	0.0%
105804500	CONTRACTUAL SERVICES	22,700	18,700	14,500	-	14,500	-36.1%
105804510	INS-PROPERTY & GENERAL	8,802	7,288	8,017	-	8,017	-8.9%
105805300	DUES & SUBSCRIPTIONS	550	550	550	-	550	0.0%
	OPERATING EXPENDITURES	75,052	69,538	67,267	-	67,267	
105807401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105807402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105807403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 343,694</u>	<u>\$ 338,318</u>	<u>\$ 347,350</u>	<u>\$ -</u>	<u>\$ 347,350</u>	

Town of

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Southern Pines

RECREATION & PARKS

Narrative: It is the mission of the Southern Pines Recreation and Parks Department to serve, educate and enhance life for the citizens of Southern Pines. The Southern Pines Recreation and Parks Department maintains quality park & recreation facilities and provides leisure opportunities so that all citizens will receive: PERSONAL BENEFITS in the form of physical fitness, relaxation and revitalization; SOCIAL BENEFITS in the form of stronger and healthier families, ethnic and cultural harmony reduced anti-social behavior, and enriched lives for area citizens; ENVIRONMENTAL BENEFITS in the form of open green space, habitat for native plants and animals; ECONOMIC BENEFITS in the form of more productive and healthier citizens, increased tourism and contributions to the overall quality of life sought by business and industry.

A highlight of this year’s budget is funding for replacement of the playground at the Douglass Community Center (\$80,000); A Park Tractor (\$28,000) and Zero Turn Mower (\$12,000).

In operations, the recreation & parks department strives to offer quality leisure opportunities in youth and adult programming and special events, athletic leagues and classes, senior programming, and through its parks and greenways.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Recreation Program Hours Conducted	6,389	7,200	7,400
Enrolled Participants	17,592	21,000	22,000
Outdoor special Event Permits Issued	41	40	40
Rental of Facilities	709	600	650
Trail Miles Maintained	208	230	230
Reservoir Park – Estimated Visitors	237,382	220,000	225,000

RECREATION

Fund: General

Function: Cultural & Recreation

Recreation Division Goal: To serve, educate and enhance life for the citizens of Southern Pines.

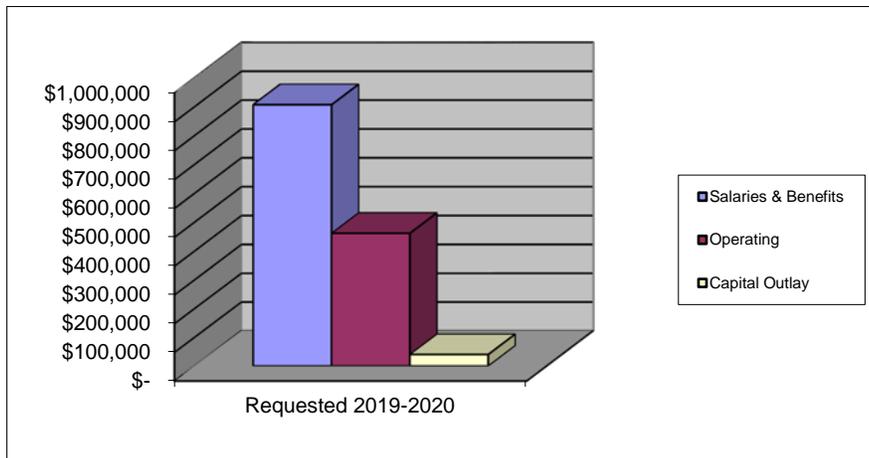
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 446,991	\$ 507,061	\$ 484,317	\$ 906,686
Operating	235,307	417,505	436,709	461,407
Capital Outlay	109,627	-	-	40,000
Total	\$ 791,925	\$ 924,566	\$ 921,026	\$ 1,408,093

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Fees	\$ 209,294	\$ 185,000	\$ 200,000	\$ 195,000
Facility Rental Fees	39,950	27,000	38,000	35,000
Grants	1,400	1,000	1,000	1,000
General Revenues	541,281	711,566	682,026	1,177,093
Total	\$ 791,925	\$ 924,566	\$ 921,026	\$ 1,408,093

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees-Full Time	5.0	5.0	5.0	12.0
Budgeted Employees-Part Time	27.0	27.0	27.0	27.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Zero Turn Mower	\$ 12,000
Tractor	28,000



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Recreation	Function: Cultural & Recreation			Fund: 10	Department: 620	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
106200200	SALARIES & WAGES	\$ 402,531	\$ 387,587	\$ 662,853	\$ -	\$ 662,853	64.7%
106200300	OVERTIME	-	-	14,400	-	14,400	0.0%
106200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106200500	FICA EXPENSE	30,794	29,651	53,203	-	53,203	72.8%
106200600	GROUP INSURANCE EXPENSE	38,439	36,581	99,124	-	99,124	157.9%
106200700	RETIREMENT EXPENSE	21,520	19,793	48,984	-	48,984	127.6%
106200800	DEFERRED COMPENSATION	13,777	10,705	28,122	-	28,122	104.1%
	EMPLOYEE BENEFITS	507,061	484,317	906,686	-	906,686	
106201100	POSTAGE	400	300	300	-	300	-25.0%
106201200	PRINTING	11,000	10,000	11,000	-	11,000	0.0%
106201300	TELEPHONE	4,950	4,500	7,000	-	7,000	41.4%
106201400	TRAINING & TRAVEL	7,000	6,000	8,900	-	8,900	27.1%
106201500	BUILDING & GROUNDS	37,450	38,050	41,450	-	41,450	10.7%
106201600	EQUIPMENT MAINTENANCE	800	400	10,800	-	10,800	1250.0%
106201700	AUTO REPAIR	6,427	8,500	6,500	-	6,500	1.1%
106201800	UTILITIES	48,000	48,000	48,000	-	48,000	0.0%
106202100	RENT	3,500	2,000	3,500	-	3,500	0.0%
106203100	AUTO OPERATING	5,500	5,000	18,000	-	18,000	227.3%
106203300	DEPARTMENTAL SUPPLIES	50,800	49,150	58,400	-	58,400	15.0%
106203500	LAUNDRY & CLEANING	300	100	300	-	300	0.0%
106204500	CONTRACTUAL SERVICES	102,400	126,109	140,800	-	140,800	37.5%
106204501	CONTRACTUAL SERV-GRANT	2,500	1,350	2,500	-	2,500	0.0%
106204510	INS-PROPERTY & GENERAL	27,978	28,750	39,957	-	39,957	42.8%
106204600	PROFESSIONAL SERVICES	5,000	5,000	5,000	-	5,000	0.0%
106204700	CARD PROCESSING FEE	1,200	1,200	1,200	-	1,200	0.0%
106205300	DUES & SUBSCRIPTIONS	2,300	2,300	2,800	-	2,800	21.7%
106207300	RESERVOIR PARK EXPENSE	100,000	100,000	55,000	-	55,000	-45.0%
	OPERATING EXPENDITURES	417,505	436,709	461,407	-	461,407	
106207402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
106207403	CAPITAL-EQUIPMENT	-	-	40,000	-	40,000	0.0%
106207405	CAPITAL-BLD/STRUCTURES	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	40,000	-	40,000	
	TOTAL EXPENDITURES	<u>\$ 924,566</u>	<u>\$ 921,026</u>	<u>\$ 1,408,093</u>	<u>\$ -</u>	<u>\$ 1,408,093</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Recreation & Parks	Function:	Cultural and Recreation
Project Title	Park Zero Turn Mower	Fund:	General

Project Description:

The park division is in need of a new additional zero turn mower to maintain the ball fields, parks and cemetery. Currently the park division has 2 but that is not enough mowing equipment necessary for keeping up with current work load. In 2018, at least one of the mowers was down for several weeks at a time thus putting the park division behind in their mowing schedule.

Costs	2019-2020
Capital – Other Equipment	\$12,000
Total	\$12,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Recreation	Function:	Cultural and Recreation
Project Title	Park Division Tractor	Fund:	General

Project Description:

3E Series Tractor for Park Division plus box blade.

This tractor will specifically work on trails that allows staff better work equipment for our approximate 11 miles of trails. Currently, the tractor the park division has does not fit on trails but is more specific to ball fields and blowing park parking lots.

Costs	2019-2020
Capital – Other Equipment	\$28,000
Total	\$28,000

Town of

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Southern Pines

LIBRARY

Narrative: The Southern Pines Public Library helps to ensure the continued economic vitality of the Town by providing citizens of Southern Pines with current materials of interest; educational support; reference services; access to information on business and finance; and opportunities for cultural awareness, thereby nurturing a love of reading and a quest for knowledge and life-long learning.

Library programs and services support the vision of the Town's Comprehensive Long Range Plan in the following ways:

Public Facilities and Services: Library customers find materials and information they need and have access to the library building and services when needed.

Education: The Library provides a unique bridge between the Town and local educational services and providers. The Library supports and encourages readers of all ages to help them learn to read and read to learn.

Jobs and Economic Development: The Library collaborates with customers, local businesses, and economic development agencies to promote and support the economic vitality of the Town and its citizens.

Downtown and Shopping: The library is a key civic institution that anchors the northwest end of downtown. The library offers programs and services that draw residents and visitors downtown.

Public Involvement: The Library provides programs and information to help residents be involved and informed citizens and promotes cultural diversity awareness in the community.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Total Circulation – All Materials	126,308	130,000	135,000
Library Attendance	89,814	85,000	90,000
Total In-House Use (estimate)	47,652	45,000	48,000
Volumes added	4,519	4,500	4,500
Volumes withdrawn	-5,056	5,000	6,000
Total Programs Held	716	700	750
Total Attendance at Programs (estimate)	16,839	16,000	17,000
Reference/Directional Transactions (estimate)	9,049	9,500	9,500
Interlibrary Loan Transactions	369	360	360
Library Users Registered (total)	7,632	7,800	7,850
Web visitors www.sppl.net (library)	41,536	41,500	42,000

LIBRARY

Fund: General

Function: Cultural & Recreation

Library Division Goal: To provide citizens with materials of interest, educational support, reference services, access to information, and opportunities for cultural awareness.

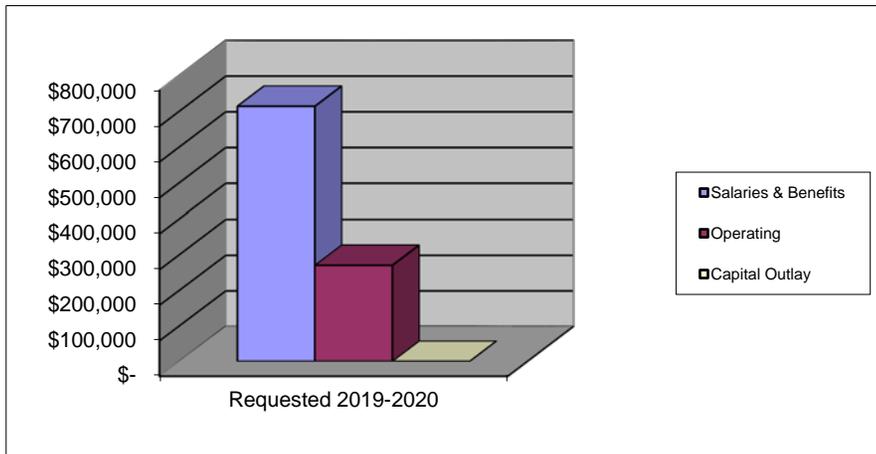
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 609,154	\$ 686,829	\$ 659,437	\$ 713,700
Operating	286,006	261,990	253,416	270,239
Capital Outlay	-	-	-	-
Total	\$ 895,160	\$ 948,819	\$ 912,853	\$ 983,939

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
State Aid	\$ 6,627	\$ 6,600	\$ 6,138	\$ 6,100
Fees	43,685	37,000	41,000	40,000
General Revenues	844,848	905,219	865,715	937,839
Total	\$ 895,160	\$ 948,819	\$ 912,853	\$ 983,939

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees-Full Time	9.0	9.0	9.0	9.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Library	Function: Cultural & Recreation	Fund: 10	Department: 630			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
106300200	SALARIES & WAGES	\$ 518,051	\$ 502,271	\$ 531,497	\$ -	\$ 531,497	2.6%
106300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106300500	FICA EXPENSE	39,631	38,424	40,660	-	40,660	2.6%
106300600	GROUP INSURANCE EXPENSE	69,189	61,671	74,343	-	74,343	7.4%
106300700	RETIREMENT EXPENSE	36,555	35,475	43,200	-	43,200	18.2%
106300800	DEFERRED COMPENSATION	23,403	21,596	24,000	-	24,000	2.6%
	EMPLOYEE BENEFITS	686,829	659,437	713,700	-	713,700	
106301100	POSTAGE	3,000	3,000	3,075	-	3,075	2.5%
106301200	PRINTING	-	-	-	-	-	0.0%
106301300	TELEPHONE	850	850	850	-	850	0.0%
106301400	TRAINING & TRAVEL	11,500	8,000	11,000	-	11,000	-4.3%
106301600	EQUIPMENT MAINTENANCE	1,920	1,920	2,500	-	2,500	30.2%
106301800	UTILITIES	35,000	40,000	44,300	-	44,300	26.6%
106303300	DEPARTMENTAL SUPPLIES	29,705	26,500	27,700	-	27,700	-6.7%
106303400	MATERIALS & LIBRARY BOOKS	105,500	105,500	106,500	-	106,500	0.9%
106303401	STATE AID MATERIALS	6,627	6,138	6,100	-	6,100	-8.0%
106303403	DONATION EXPENSES	3,000	500	3,000	-	3,000	0.0%
106303500	PERIODICALS	9,000	8,550	9,000	-	9,000	0.0%
106303600	AUDIO-VISUAL	3,500	4,000	4,000	-	4,000	14.3%
106304500	CONTRACTUAL SERVICES	43,200	41,400	44,400	-	44,400	2.8%
106304510	INS-PROPERTY & GENERAL	4,188	2,558	2,814	-	2,814	-32.8%
106305300	DUES & SUBSCRIPTIONS	5,000	4,500	5,000	-	5,000	0.0%
	OPERATING EXPENDITURES	261,990	253,416	270,239	-	270,239	
106307401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
106307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 948,819</u>	<u>\$ 912,853</u>	<u>\$ 983,939</u>	<u>\$ -</u>	<u>\$ 983,939</u>	

Town of

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Southern Pines

BUILDING & GROUNDS

Narrative: The Buildings & Grounds Division of Public Works provides expertise, manpower, supplies, equipment, and management for the maintenance of all Town-owned buildings and properties. Functions of the division include janitorial and general repair services to Town facilities, as well as horticultural services for Town properties and administration of the turf program for the town’s athletic fields. The division maintains the ornamental trees of our community through routine trimming, hazardous tree takedowns, and a proactive replanting program. The division handles all Town board meeting set-ups and surplus deliveries. The division has ten full time employees. The division is comprised of one horticulture crew, one building maintenance crew, one janitorial crew, one arborist under the guidance of the Buildings & Grounds superintendent.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Grounds Maintenance:			
Class A (acres)	87.1	87.1	1
Class B (acres)	37.05	37.05	0
Class C (acres)	11.75	11.75	0
Class D (acres)	57.77	57.77	0
Horticulture Services (acres)	42	42	42
Greenways Maintenance (miles)	11.2	11.2	0
Street side Maintenance (miles)	22.7	22.7	0
Building Maintenance and Janitorial :			
Total Square Footage	139,192	139,192	141,088
Work Order Requests	558	600	600

FY 2018-19 Accomplishments: The B&G division was reorganized this year to allow more time to focus on building maintenance and horticultural operations. The Parks crew was moved to the Recreation & Parks department and the Right-of-Way maintenance crew was moved to the Streets department. We have since increased our level of maintenance and response time in both buildings and horticulture requests.

FY 2019-20 Projects: B&G plans to continue and expand the street tree replacement program downtown this year. Other areas of Town, primarily former locations of street trees that have since been removed, will also become a part of the street tree replacement effort. We have a number of HVAC systems to replace and several flooring projects to complete along with multiple roof projects and a formal garden project at the Campbell House. This division will also be working intimately with the Town’s space needs and facilities need assessment consultants on the development of a building Capital Improvement Program for future budgetary use.

BUILDING & GROUNDS

Fund: General

Function: General Government

Building & Grounds Division Goal: To provide manpower, supplies, expertise, equipment, and management for the maintenance of Town owned buildings and properties.

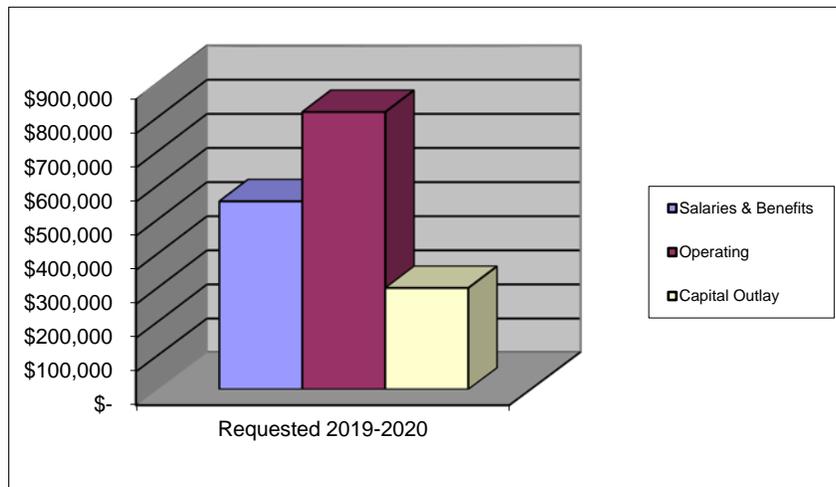
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 947,947	\$ 1,096,745	\$ 1,059,263	\$ 554,159
Operating	571,566	874,134	907,585	816,114
Capital Outlay	177,834	-	-	300,000
Total	\$ 1,697,347	\$ 1,970,879	\$ 1,966,848	\$ 1,670,273

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
General Revenues	\$ 1,697,347	\$ 1,970,879	\$ 1,966,848	\$ 1,670,273

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees-Full Time	22.0	22.0	22.0	10.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Truck Replacement	\$ 35,000
Erosion Control at Fire Station #1	40,000
Townwide Generators	225,000



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Building & Grounds	Function: General Government	Fund: 10	Department: 640			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
106400200	SALARIES & WAGES	\$ 768,060	\$ 744,470	\$ 385,368	\$ -	\$ 385,368	-49.8%
106400300	OVERTIME	2,000	2,000	2,000	-	2,000	0.0%
106400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106400500	FICA EXPENSE	58,910	57,105	29,634	-	29,634	-49.7%
106400600	GROUP INSURANCE EXPENSE	169,130	164,204	82,604	-	82,604	-51.2%
106400700	RETIREMENT EXPENSE	60,142	58,143	35,182	-	35,182	-41.5%
106400800	DEFERRED COMPENSATION	38,503	33,341	19,371	-	19,371	-49.7%
	EMPLOYEE BENEFITS	1,096,745	1,059,263	554,159	-	554,159	
106401300	TELEPHONE	11,360	12,000	5,860	-	5,860	-48.4%
106401400	TRAINING & TRAVEL	6,000	6,000	3,000	-	3,000	-50.0%
106401500	BUILDING & GROUNDS	114,500	133,000	145,000	-	145,000	26.6%
106401600	EQUIPMENT MAINTENANCE	21,000	28,000	10,000	-	10,000	-52.4%
106401700	AUTO REPAIR	13,500	10,000	5,000	-	5,000	-63.0%
106401800	UTILITIES	95,000	88,000	100,000	-	100,000	5.3%
106402100	RENT	-	-	-	-	-	0.0%
106403100	AUTO OPERATING	30,000	29,000	15,000	-	15,000	-50.0%
106403300	DEPARTMENTAL SUPPLIES	107,300	110,600	94,400	-	94,400	-12.0%
106404500	CONTRACTUAL SERVICES	125,700	145,775	83,450	-	83,450	-33.6%
106404510	INS-PROPERTY & GENERAL	26,124	14,760	11,904	-	11,904	-54.4%
106404600	PROFESSIONAL SERVICES	248,200	253,000	241,500	-	241,500	-2.7%
106405200	CHEMICALS	34,500	37,000	42,500	-	42,500	23.2%
106405300	DUES & SUBSCRIPTIONS	1,500	1,500	1,500	-	1,500	0.0%
106405700	APPEARANCE COMMISSION	39,450	38,950	57,000	-	57,000	44.5%
	OPERATING EXPENDITURES	874,134	907,585	816,114	-	816,114	
106407402	CAPITAL-MOTOR VEHICLE	-	-	35,000	-	35,000	0.0%
106407403	CAPITAL-OTHER EQUIPMENT	-	-	-	225,000	225,000	0.0%
106407405	CAPITAL-BLDGS/STRUCTURES	-	-	-	40,000	40,000	0.0%
	CAPITAL OUTLAY	-	-	35,000	265,000	300,000	
	TOTAL EXPENDITURES	<u>\$ 1,970,879</u>	<u>\$ 1,966,848</u>	<u>\$ 1,405,273</u>	<u>\$ 265,000</u>	<u>\$ 1,670,273</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Building and Grounds	Function:	General Government
Project Title	Truck Replacement	Fund:	General

Project Description:

Replacement of Vehicle #0009, a 2003 Ford F-150 for the Town Arborist. The current truck has over 100,000 miles.

Please surplus Vehicle #0009.

Costs	2019-2020
Capital – Motor Vehicle	\$35,000
Total	\$35,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Building and Grounds	Function:	General Government
Project Title	Erosion Control at Fire Station No. 1	Fund:	General

Project Description:

The stabilized creek bank behind the Fire Station is eroding. This erosion has the potential to cause parking lot failure and threaten the foundation of our building. This project would identify possible solutions to the problem and allow us to move forward with site work as needed (\$10,000).

After the Town studies the erosion issues with the stabilized bank behind Fire Station No.1, the Town will need to implement the prescribed measures of the study (\$30,000).

Costs	2019-2020
Capital – Improvements Other than Building	\$40,000
Total	\$40,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Building and Grounds	Function:	General Government
Project Title	Generators (Townwide)	Fund:	General

Project Description:

This project includes the upgrade and/or new placement of generator power at Town facilities. Public Works needs to upgrade its generators to support its HVAC system on generator power with an auto switch. These generators would also be converted to natural gas. The Library, Planning & Finance, Administration, and other buildings throughout Town may be upgraded with generator power to support Town services during emergency events.

Costs	2019-2020
Capital – Other Equipment	\$225,000
Total	\$225,000

TOWN OF SOUTHERN PINES
2019-2020 GENERAL FUND BUDGET
DEPARTMENTAL NEW AND CAPITAL REQUESTS

DEPARTMENT	REQUEST	CONTINUATION		AMOUNT	Line Item
		CAPITAL OR	NEW REQUEST		
Information Technology	SAN & Switch Replacement	C		\$ 71,685	10-430-7401
	IT Director/Chief Information Officer	N		126,808	10-430-0200, 0500, 0600, 0700, 0800, 1400, 3300
	Information Technology Department Total			198,493	
Police - Patrol	Eyewitness Data Vault Server	C		20,000	10-511-7401
	Vehicle Replacements (2)	C		80,000	10-511-7402
	Police - Patrol Department Total			100,000	
Fire	Vehicle Replacement	C		35,000	10-530-7403
	Fire Department Total			35,000	
Planning	Planner Position (six months)	N		33,083	10-540-0200, 0500, 0600, 0700, 0800
	Planning Total			33,083	
Inspections	Building Inspector Position	N		77,667	10-545-0200, 0500, 0600, 0700, 0800, 1400, 3300
	Inspections Department Total			77,667	
Street	Zero Turn Mower Replacements (2)	C		24,000	10-560-7403
	Truck Replacement	C		35,000	10-560-7402
	Truck Replacement	C		35,000	10-560-7402
	Tractor Replacement	C		36,000	10-560-7403
	Tractor with Bush Hog Replacement	C		46,000	10-560-7403
	Paving - Annual	C		275,000	10-560-7300
	Street Department Total			451,000	
Recreation & Parks	Zero Turn Mover for Parks	C		12,000	10-620-7403
	Tractor for Parks	C		28,000	10-620-7403
	Recreation & Parks Department Total			40,000	
Building & Grounds	Truck Replacement	C		35,000	10-640-7402
	Erosion Control at Fire Station #1	N		40,000	10-640-7405
	Town-Wide Generators	N		225,000	10-640-7403
	Building & Grounds Department Total			300,000	

GRAND TOTAL

\$ 1,235,243

Town of

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Southern Pines

UTILITY FUND SUMMARY

Enterprise Funds account for the operations that are financed and operated in a manner similar to private business enterprises. The intent of the Governing Body is that the costs of providing goods and services to the Citizens of Southern Pines on a continuing basis be financed or recovered through user charges, or where the Governing Body has decided that periodic determination of net income is appropriate for accountability purposes.

The Utility Fund is the only Enterprise Fund operated by the Town. The Utility Fund accounts for the Town's water and sewer operations.

RETAINED EARNINGS

Retained Earnings are an equity account that reflects the accumulated earnings of an Enterprise Fund.

TOWN OF SOUTHERN PINES WATER RATE SCHEDULE

MINIMUM:

<u>Meter Size</u>	<u>Inside Town</u>	<u>Outside Town</u>
¾"	\$11.26	\$22.52
1"	18.48	36.96
1 ½"	39.06	78.12
2"	67.89	135.78
3"	150.33	300.66
4"	265.66	531.32
6"	595.35	1,190.70
8"	1,056.88	2,113.76

VOLUME CHARGE PER 1,000 GALLONS:

<u>Inside Town</u>	<u>Outside Town</u>
\$3.28	\$6.56

TOWN OF SOUTHERN PINES SEWER RATE SCHEDULE

MINIMUM:

<u>Meter Size</u>	<u>Inside Town</u>	<u>Outside Town</u>
¾"	\$4.99	\$9.98
1"	6.51	13.02
1 ½"	10.73	21.46
2"	16.71	33.42
3"	33.70	67.40
4"	57.48	114.96
6"	125.50	251.00
8"	220.72	441.44

VOLUME CHARGE PER 1,000 GALLONS

<u>Inside Town</u>	<u>Outside Town</u>
\$5.83	\$11.66

Town of

Chartered 1887

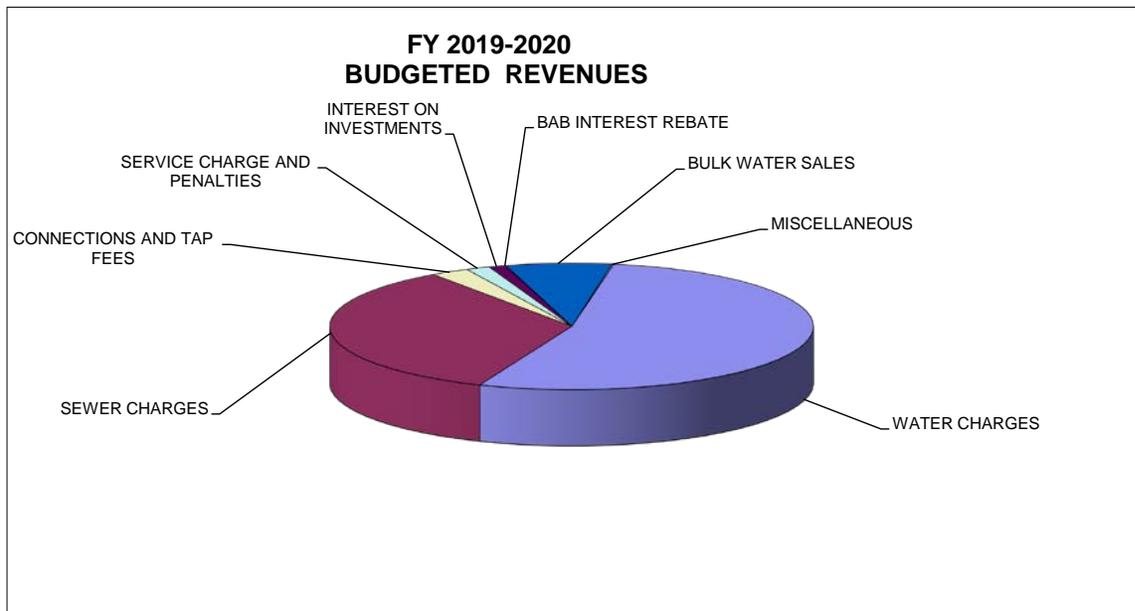
Southern Pines

TOWN OF SOUTHERN PINES
 UTILITY FUND
 RETAINED EARNINGS SUMMARY
 2019-2020

	ACTUAL 2017-2018	BUDGET 2018-2019 as of 05/14/19	EXPECTED REVENUES EXPENDITURES 2018-2019	BUDGET 2019-2020
Available Retained Earnings - Beginning	\$ 6,717,856	\$ 6,917,562	\$ 6,917,562	\$ 7,052,552
Total Revenues	<u>8,165,525</u>	<u>7,486,026</u>	<u>8,511,642</u>	<u>7,838,350</u>
Total Funds Available	14,883,381	14,403,588	15,429,204	14,890,902
Total Expenditures	6,520,819	7,690,448	7,476,652	8,279,289
Transfers Out	<u>1,445,000</u>	<u>900,000</u>	<u>900,000</u>	<u>1,635,334</u>
Available Retained Earnings - Ending	<u><u>\$ 6,917,562</u></u>	<u><u>\$ 5,813,140</u></u>	<u><u>\$ 7,052,552</u></u>	<u><u>\$ 4,976,279</u></u>

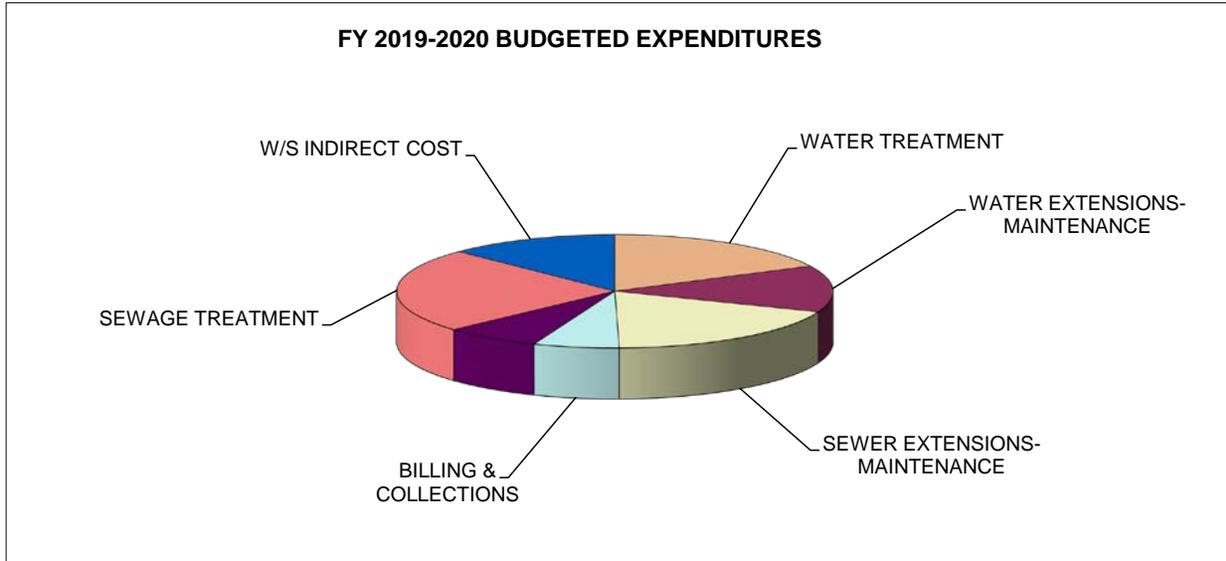
TOWN OF SOUTHERN PINES
UTILITY FUND
SCHEDULE OF REVENUES
2018-2019

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019 as of 07/01/18	BUDGET 2018-2019 as of 05/14/19	EXPECTED REVENUES 2018-2019	BUDGET 2019-2020
WATER CHARGES	\$ 4,078,888	\$ 4,153,136	\$ 4,281,774	\$ 3,955,000	\$ 3,955,000	\$ 4,302,000	\$ 4,186,950
SEWER CHARGES	2,369,986	2,474,859	2,647,643	2,532,400	2,532,400	2,692,000	2,672,400
CONNECTIONS AND TAP FEES	235,291	309,507	263,260	195,000	195,000	240,000	200,000
SERVICE CHARGE AND PENALTIES	132,946	126,374	127,665	115,000	115,000	125,000	125,000
INTEREST ON INVESTMENTS	16,468	27,804	59,754	45,000	45,000	103,000	85,000
BAB INTEREST REBATE	34,423	18,170	14,102	10,626	10,626	9,968	6,000
BULK WATER SALES	674,140	691,226	764,919	623,000	623,000	580,000	553,000
MISCELLANEOUS	34,691	28,710	6,408	10,000	10,000	40,000	10,000
GAIN ON SALE OF ASSETS	-	-	-	-	-	419,674	-
TRANSFER IN-RETAINED EARNINGS	-	-	-	824,422	1,104,422	-	2,076,273
TRANSFER OUT-RETAINED EARNINGS	(827,464)	(639,654)	(199,707)	-	-	(134,990)	-
TOTAL	\$ 6,749,369	\$ 7,190,132	\$ 7,965,818	\$ 8,310,448	\$ 8,590,448	\$ 8,376,652	\$ 9,914,623



TOWN OF SOUTHERN PINES
UTILITY FUND
CONSOLIDATED EXPENDITURE SUMMARY
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019	EXPECTED EXPENDITURES 2018-2019	BUDGET 2019-2020
WATER TREATMENT	\$ 1,213,173	\$ 1,209,370	\$ 1,368,082	\$ 1,540,510	\$ 1,414,340	\$ 1,462,979
WATER EXTENSIONS-MAINTENANCE	668,109	672,026	788,543	1,062,235	1,023,117	1,102,321
SEWER EXTENSIONS-MAINTENANCE	733,675	722,364	702,299	959,795	948,179	1,547,843
BILLING & COLLECTIONS	443,521	449,512	427,352	514,534	477,642	524,015
FINANCING INTEREST & PRINCIPAL	597,837	590,988	590,949	591,797	591,797	591,797
SEWAGE TREATMENT	1,596,626	1,663,897	1,657,316	2,000,000	2,000,000	2,000,000
W/S INDIRECT COST	903,277	981,995	986,277	1,021,577	1,021,577	1,050,334
OTHER	-	-	-	-	-	-
SUB-TOTAL	6,156,218	6,290,152	6,520,818	7,690,448	7,476,652	8,279,289
TRANSFERS	600,000	900,000	1,445,000	900,000	900,000	1,635,334
TOTAL	\$ 6,756,218	\$ 7,190,152	\$ 7,965,818	\$ 8,590,448	\$ 8,376,652	\$ 9,914,623



TOWN OF SOUTHERN PINES
UTILITY FUND
EXPENDITURE BY FUNCTION AND TRANSFERS
2019-2020

	ACTUAL 2015-2016	ACTUAL 2016-2017	ACTUAL 2017-2018	BUDGET 2018-2019 as of 07/01/18	BUDGET 2018-2019 as of 05/14/19	EXPECTED EXPENDITURES 2018-2019	BUDGET 2019-2020
Water Treatment	\$ 1,213,173	\$ 1,209,370	\$ 1,368,082	\$ 1,460,510	\$ 1,540,510	\$ 1,414,340	\$ 1,462,979
Water Extensions - Maintenance	668,109	672,026	788,543	1,062,235	1,062,235	1,023,117	1,102,321
Sewer Extensions - Maintenance	733,675	722,364	702,299	959,795	959,795	948,179	1,547,843
Billing & Collections	443,521	449,512	427,352	514,534	514,534	477,642	524,015
Loss on Disposal of Fixed Assets	-	-	-	-	-	-	-
Interest Expense, Financing Principal	590,988	590,968	590,949	591,797	591,797	591,797	591,797
Sewage Treatment	1,596,626	1,663,897	1,657,316	1,800,000	2,000,000	2,000,000	2,000,000
W/S Indirect Cost	903,277	981,995	986,277	1,021,577	1,021,577	1,021,577	1,050,334
Total Expenditures	6,149,369	6,290,132	6,520,818	7,410,448	7,690,448	7,476,652	8,279,289
Transfers:							
Transfer to North Pressure Zone	-	-	750,000	-	-	-	-
Transfer to Water Treatment Proc Mod	-	-	-	-	-	-	1,333,000
Transfer to Warrior Woods Lift Station	-	-	-	263,750	263,750	263,750	-
Transfer to Facilities Modernization	-	-	-	-	-	-	302,334
Transfer to W&S Improvements	600,000	900,000	695,000	636,250	636,250	636,250	-
Total Transfers	600,000	900,000	1,445,000	900,000	900,000	900,000	1,635,334
Total Expenditures/Transfers	<u>\$ 6,749,369</u>	<u>\$ 7,190,132</u>	<u>\$ 7,965,818</u>	<u>\$ 8,310,448</u>	<u>\$ 8,590,448</u>	<u>\$ 8,376,652</u>	<u>\$ 9,914,623</u>

WATER TREATMENT PLANT

Narrative: The objective of the Water Treatment Division is to produce potable water that meets or exceeds all state and EPA standards in quantities equal to or higher than the demands of our customers. The Town owns a NC permitted 8.0 MGD potable water production plant that is operated and maintained by a third party. Operators also maintain elevated and ground storage tanks. Operators monitor and control distribution pumping and water quality testing and analysis on a daily basis.

FY 2019-20 year will be year four (4) of a five (5) year Water Treatment Plant maintenance contract with Suez.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Total Gallons Treated, BG	1.20	1.27	1.35
Average Daily Production, MGD	3.28	3.48	3.70
Maximum Day Production, MG	5.30	5.30	5.40
Minimum Day Production, MG	1.85	1.90	1.95

2018-2019 Accomplishments: Suez and the Town worked together to complete several scheduled CIP projects and O&M projects throughout the year. The completed O&M repairs included the replacement/repair of High Service Pumps, preventative maintenance of the storage tanks, and the conversion of the area lights at the water Treat Plant to LED technology.

2019-2020 Projects: Suez and the Town will complete further LED lighting conversion, replenish the sand drying beds, upgrade laboratory analytical equipment, and rebuild/update raw water pumping station.

WATER TREATMENT PLANT

Fund: Utility

Function:

Utility

Water Treatment Plant Division Goal: To provide potable water that meets or exceeds all state and EPA standards.

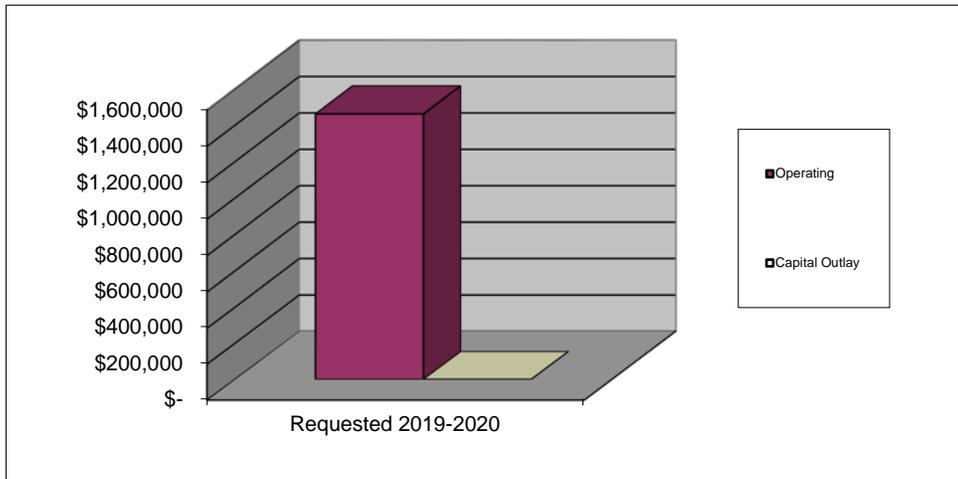
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Operating	\$ 1,300,658	\$ 1,540,510	\$ 1,414,340	\$ 1,462,979
Capital Outlay	67,425	-	-	-
Total	\$ 1,368,083	\$ 1,540,510	\$ 1,414,340	\$ 1,462,979

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Utility Revenues	\$ 1,368,083	\$ 1,540,510	\$ 1,414,340	\$ 1,462,979

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	-	-	-	-

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no new or capital items requested in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Water Treatment Plant	Function: Utility Fund	Fund: 60	Department: 710			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
607101200	PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
607101500	BUILDING & GROUNDS	5,000	-	17,500	-	17,500	250.0%
607101600	EQUIPMENT MAINTENANCE	58,000	83,000	130,237	-	130,237	124.5%
607101800	UTILITIES	425,000	380,000	415,000	-	415,000	-2.4%
607104500	CONTRACTUAL SERVICES	1,046,053	946,053	894,607	-	894,607	-14.5%
607104510	INS-PROPERTY & GENERAL	6,457	5,287	5,635	-	5,635	-12.7%
	OPERATING EXPENDITURES	1,540,510	1,414,340	1,462,979	-	1,462,979	
607107402	CAPITAL-MOTOR VEHICLES	-	-	-	-	-	
607107403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 1,540,510</u>	<u>\$ 1,414,340</u>	<u>\$ 1,462,979</u>	<u>\$ -</u>	<u>\$ 1,462,979</u>	

Town of

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Southern Pines

WATER EXTENSIONS/MAINTENANCE

Narrative: The Water Division is responsible for the daily maintenance of the water distribution system which includes over 256 miles of water mains ranging from 2” to 18” in size and approximately 9,200 water services. Maintenance and repair of water mains, isolation valves, fire hydrants, service meters, service lines, and underground utility locating are some of the tasks undertaken. Providing the best potable water service to the customers and responding to problems quickly and professionally are major goals of this division.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
New Services Installed	236	250	250
Water Mains Installed (linear feet)	5295	1000	5000
Hydrants Installed	4	5	5
Valves Installed	17	18	18
Water Main Leaks Repaired	33	28	30
Service Leaks Repaired	54	62	55
Water Quality Complaints	54	84	55
Utility Locate Tickets	4494	5560	5500

WATER EXTENSION/MAINTENANCE

Fund: Utility

Function:

Utility

Water Extension/Maintenance Division Goal: Responsible for the daily maintenance of the water distribution system.

Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 395,642	\$ 458,640	\$ 427,234	\$ 495,796
Operating	392,901	444,595	436,883	506,525
Capital Outlay	-	159,000	159,000	100,000
Total	\$ 788,543	\$ 1,062,235	\$ 1,023,117	\$ 1,102,321

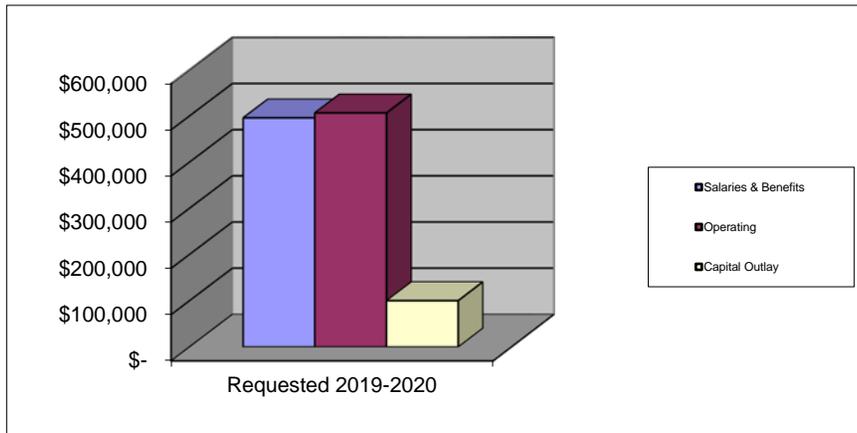
Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Utility Revenues	\$ 788,543	\$ 1,062,235	\$ 1,023,117	\$ 1,102,321

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	9.0	9.0	9.0	9.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Mini Excavator

\$ 100,000



2019-2020 ANNUAL BUDGET							
DETAILED ACTIVITY SPENDING REQUEST							
Fiscal Year 2019-2020	Department: Water Extension/Maintenance	Function: Utility Fund			Fund: 60	Department: 730	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
607300200	SALARIES & WAGES	\$ 312,052	\$ 296,067	\$ 335,195	\$ -	\$ 335,195	7.4%
607300300	OVERTIME	11,250	11,250	11,250	-	11,250	0.0%
607300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607300500	FICA EXPENSE	24,733	23,086	26,504	-	26,504	7.2%
607300600	GROUP INSURANCE EXPENSE	69,190	57,197	74,343	-	74,343	7.4%
607300700	RETIREMENT EXPENSE	25,250	24,202	31,181	-	31,181	23.5%
607300800	DEFERRED COMPENSATION	16,165	15,432	17,323	-	17,323	7.2%
	EMPLOYEE BENEFITS	458,640	427,234	495,796	-	495,796	
607301100	POSTAGE	1,000	1,000	1,000	-	1,000	0.0%
607301300	TELEPHONE	4,250	6,750	9,000	-	9,000	111.8%
607301400	TRAINING & TRAVEL	4,400	3,500	6,000	-	6,000	36.4%
607301600	EQUIPMENT MAINTENANCE	8,500	8,500	9,000	-	9,000	5.9%
607301700	AUTO REPAIR	9,500	9,500	9,500	-	9,500	0.0%
607301800	UTILITIES	4,500	4,500	5,000	-	5,000	11.1%
607303100	AUTO OPERATING	18,000	18,000	22,000	-	22,000	22.2%
607303300	DEPARTMENTAL SUPPLIES	290,750	288,750	300,500	-	300,500	3.4%
607304500	CONTRACTUAL SERVICES	35,600	35,300	43,000	-	43,000	20.8%
607304510	INS-PROPERTY & GENERAL	22,995	27,433	30,175	-	30,175	31.2%
607304600	PROFESSIONAL SERVICES	26,000	14,500	52,000	-	52,000	100.0%
607304700	UTILITY CUT REPAIR	15,000	15,000	15,000	-	15,000	0.0%
607305300	DUES & SUBSCRIPTIONS	4,100	4,150	4,350	-	4,350	6.1%
	OPERATING EXPENDITURES	444,595	436,883	506,525	-	506,525	
607307402	CAPITAL-MOTOR VEHICLE	159,000	159,000	-	-	-	0.0%
607307403	CAPITAL-OTHER EQUIPMENT	-	-	-	100,000	100,000	0.0%
	CAPITAL OUTLAY	159,000	159,000	-	100,000	100,000	
	TOTAL EXPENDITURES	<u>\$ 1,062,235</u>	<u>\$ 1,023,117</u>	<u>\$ 1,002,321</u>	<u>\$ 100,000</u>	<u>\$ 1,102,321</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Water Extensions	Function:	Public Works
Project Title	Mini Excavator	Fund:	Utility

Project Description:

Purchase of a new mini excavator and trailer due to increase in system maintenance, plus the need for smaller, more maneuverable equipment.

Costs:	2019-2020
Capital – Other Equipment	\$100,000
Total:	\$100,000

SEWER EXTENSIONS/MAINTENANCE

Narrative: The purpose of the Sewer Maintenance Division is to maintain and improve the sanitary sewer infrastructure which includes the operation of eighteen (18) sewer lift station and 150+ miles of collection system, to provide trouble free sewer service to our customers through routine maintenance and cleaning of the sewer lines and to satisfy all of the requirements of the Town's collection system permit issued by the State of North Carolina.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Sewer Taps Installed	32	25	30
Sewer Taps Renewed	30	25	30
Sewer Stoppages – Mains	33	33	35
Sewer Stoppages – Laterals, Town	45	35	35
Sewer Stoppages – Laterals, Customer	81	70	70
Miles Sewer Lines Cleaned	30	25	25
Sewer Lift Stations Maintained	18	18	19

2019-2020 ANNUAL BUDGET							
DETAILED ACTIVITY SPENDING REQUEST							
Fiscal Year 2019-2020	Department: Sewer Extension/Maintenance	Function: Utility Fund			Fund: 60	Department: 740	
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
607400200	SALARIES & WAGES	\$ 310,362	\$ 311,995	\$ 343,167	\$ -	\$ 343,167	10.6%
607400300	OVERTIME	11,250	11,250	11,250	-	11,250	0.0%
607400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607400500	FICA EXPENSE	24,604	24,298	27,113	-	27,113	10.2%
607400600	GROUP INSURANCE EXPENSE	69,190	64,242	74,343	-	74,343	7.4%
607400700	RETIREMENT EXPENSE	25,118	25,564	31,898	-	31,898	27.0%
607400800	DEFERRED COMPENSATION	16,081	15,815	17,722	-	17,722	10.2%
	EMPLOYEE BENEFITS	456,605	453,164	505,493	-	505,493	
607401100	POSTAGE	-	500	500	-	500	0.0%
607401300	TELEPHONE	6,500	10,700	10,700	-	10,700	64.6%
607401400	TRAINING & TRAVEL	3,700	3,700	5,100	-	5,100	37.8%
607401600	EQUIPMENT MAINTENANCE	55,000	55,000	60,000	-	60,000	9.1%
607401700	AUTO REPAIR	10,000	10,000	12,000	-	12,000	20.0%
607401800	UTILITIES	55,000	55,000	66,000	-	66,000	20.0%
607403100	AUTO OPERATING	33,000	33,000	35,000	-	35,000	6.1%
607403300	DEPARTMENTAL SUPPLIES	138,050	137,500	137,900	-	137,900	-0.1%
607404500	CONTRACTUAL SERVICES	124,025	120,525	133,425	-	133,425	7.6%
607404510	INS-PROPERTY & GENERAL	27,115	21,115	23,225	-	23,225	-14.3%
607404600	PROFESSIONAL SERVICES	27,000	22,775	45,000	-	45,000	66.7%
607404700	UTILITY CUT REPAIR	20,000	20,000	22,500	-	22,500	12.5%
607405300	DUES & SUBSCRIPTIONS	3,800	5,200	6,000	-	6,000	57.9%
	OPERATING EXPENDITURES	503,190	495,015	557,350	-	557,350	
607407402	CAPITAL-MOTOR VEHICLE	-	-	485,000	-	485,000	0.0%
607407403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	485,000	-	485,000	
	TOTAL EXPENDITURES	<u>\$ 959,795</u>	<u>\$ 948,179</u>	<u>\$ 1,547,843</u>	<u>\$ -</u>	<u>\$ 1,547,843</u>	

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Sewer Extensions	Function:	Public Works
Project Title	Pick-up Truck Replacement	Fund:	Utility

Project Description:

Replacement of vehicle 520 with a new pickup.

Costs:	2019-2020
Capital – Motor Vehicle	\$35,000
Total:	\$35,000

DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Sewer Extensions	Function:	Public Works
Project Title	Jet Truck Replacement	Fund:	Utility

Project Description:

This Jet Truck is a now ten years of age and is a candidate for replacement due to high mileage and increasingly significant maintenance costs.

Costs:	2019-2020
Capital – Motor Vehicle	\$450,000
Total:	\$450,000

Town of

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Southern Pines

BILLING & COLLECTIONS

Narrative: The Billing and Collections Division provides utility customers with efficient service regarding water consumption, new service, account drafting, and various other situations with which the customer may need assistance. The Division is also responsible for the accurate monthly billing and collection of water, sewer and solid waste disposal as well as any other fees generated in the utility function.

Other areas handled by this division include the billing and collection of beer and wine license, the sale of cemetery lots, and yard sale permits.

Performance Measures:

	2017-2018 Actual	2018-2019 Projected	2019-2020 Proposed
Water & Sewer Meters Read	114,508	115,745	116,945
Water & Sewer Bills Mailed	97,442	99,125	100,730
Meter Readings (average monthly)	9,542	9,645	9,745
Customer Service Work Orders	5,896	5,950	6,100
Customer Bills Drafted	33,742	34,250	34,750

BILLING & COLLECTIONS

Fund: Utility

Function:

Finance

Billing & Collections Division Goal: To provide utility customers with efficient service regarding billings and other situations the customer may need assistance.

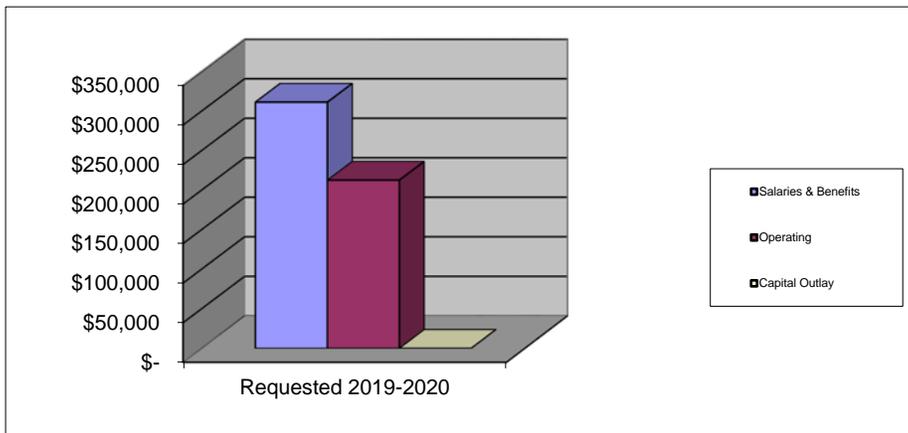
Object of Expenditures	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Salaries & Benefits	\$ 279,612	\$ 299,074	\$ 296,164	\$ 311,360
Operating	147,740	215,460	181,478	212,655
Capital Outlay	-	-	-	-
Total	\$ 427,352	\$ 514,534	\$ 477,642	\$ 524,015

Revenues by Type	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Utility Revenues	\$ 427,352	\$ 514,534	\$ 477,642	\$ 524,015

	Actual FY 2017-18	Budget FY 2018-19	Expected FY 2018-19	Requested FY 2019-20
Budgeted Employees	5.0	5.0	5.0	5.0

2019-2020 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no new or capital items requested in this budget.



2019-2020 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2019-2020	Department: Billing & Collections	Function: Finance	Fund: 60	Department: 750			
Object Code	Object Title	2018-2019 Budget as of 05/14/19	2018-2019 Expected	2019-2020 Continuation	2019-2020 New Budget Requests	2019-2020 Total Request	% Increase (Decrease)
607500200	SALARIES & WAGES	\$ 216,370	\$ 213,928	\$ 222,167	\$ -	\$ 222,167	2.7%
607500400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607500500	FICA EXPENSE	16,555	16,069	16,996	-	16,996	2.7%
607500600	GROUP INSURANCE EXPENSE	38,440	38,498	41,302	-	41,302	7.4%
607500700	RETIREMENT EXPENSE	16,890	16,869	19,861	-	19,861	17.6%
607500800	DEFERRED COMPENSATION	10,819	10,800	11,034	-	11,034	2.0%
	EMPLOYEE BENEFITS	299,074	296,164	311,360	-	311,360	
607501100	POSTAGE	44,800	40,500	42,500	-	42,500	-5.1%
607501200	PRINTING	400	400	400	-	400	0.0%
607501300	TELEPHONE	450	260	400	-	-	-100.0%
607501400	TRAINING & TRAVEL	4,500	1,000	4,500	-	4,500	0.0%
607501600	EQUIPMENT MAINTENANCE	2,350	2,350	2,650	-	2,650	12.8%
607501800	UTILITIES	7,800	4,665	4,200	-	4,200	-46.2%
607503300	DEPARTMENTAL SUPPLIES	26,100	21,100	25,250	-	25,250	-3.3%
607504500	CONTRACTUAL SERVICES	40,000	23,725	39,050	-	39,050	-2.4%
607504510	INS-PROPERTY & GENERAL	4,760	4,370	4,805	-	4,805	0.9%
607504600	PROFESSIONAL SERVICES	29,000	24,308	29,000	-	29,000	0.0%
607504700	CARD PROCESSING FEE	20,000	18,500	20,000	-	20,000	0.0%
607504920	BAD DEBT EXPENSE	35,000	40,000	40,000	-	40,000	14.3%
607505300	DUES & SUBSCRIPTIONS	300	300	300	-	300	0.0%
	OPERATING EXPENDITURES	215,460	181,478	213,055	-	212,655	
607507401	CAPITAL-SOFTWARE/COMP	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 514,534</u>	<u>\$ 477,642</u>	<u>\$ 524,415</u>	<u>\$ -</u>	<u>\$ 524,015</u>	

TOWN OF SOUTHERN PINES
 2019-2020 UTILITY FUND BUDGET
 DEPARTMENTAL NEW AND CAPITAL REQUESTS

DEPARTMENT	REQUEST	CONTINUATION CAPITAL OR NEW REQUEST	AMOUNT	Line Item
Water Extensions	Mini Excavator	N	\$ 100,000	60-730-7403
	Water Extensions Department Total		100,000	
Sewer Extensions	Pick-up Truck Replacement	C	35,000	60-740-7402
	Jet Truck Replacement	C	450,000	60-740-7402
	Sewer Extensions Department Total		485,000	
	GRAND TOTAL		<u>\$ 585,000</u>	

CAPITAL PROJECT FUNDS SUMMARY

Capital Project Funds are used to account for the acquisition and construction major capital facilities and infrastructure. A project budget that is valid for the duration of the project is adopted for each fund.

**BUILDING RENOVATION FUND
Fund 40**

The Building Renovation Capital Project Fund has been established for the purpose of the Public Works Annex upfit and the Garage Facility move/renovation in fiscal year 2017-2018. Funding for the project will be financed through an installment financing agreement.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction - Garage	\$ 128,600	\$ -	\$ 128,600	\$ 128,600
Construction - Community Services Facility	412,500	-	412,500	412,500
Total Expenditures	\$ 541,100	\$ -	\$ 541,100	\$ 541,100

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ 1,100	\$ -	\$ 1,100	\$ 1,100
Financing Proceeds	540,000	-	540,000	540,000
Total Revenues	\$ 541,100	\$ -	\$ 541,100	\$ 541,100

**OPEN SPACE
Fund 41**

This fund was established to account solely for the purchase of open space and greenways. Funds from the Recreation - Construction - Open Space capital project were transferred into this fund in fiscal year 2007-2008.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Land	\$ 135,700	\$ 84,256	\$ 51,444	\$ 135,700
Total Expenditures	\$ 135,700	\$ 84,256	\$ 51,444	\$ 135,700

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ 9,700	\$ 10,938	\$ (1,238)	\$ 9,700
Transfer In-Fund 47	126,000	126,000	-	126,000
Total Revenues	\$ 135,700	\$ 136,938	\$ (1,238)	\$ 135,700

**NICKS CREEK PARKWAY
Fund 42**

The Nicks Creek Capital Project Fund was established for the purpose of future construction of a road extending Nicks Creek from NC 22 to US 15-501. The project budget was adopted in fiscal year 2001-2002.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 72,000	\$ -	\$ 72,000	\$ 72,000
Total Expenditures	\$ 72,000	\$ -	\$ 72,000	\$ 72,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ 15,000	\$ 16,640	\$ (1,640)	\$ 15,000
Land Exchange/Transfer In-Fund 60	57,000	57,000	-	57,000
Total Revenues	\$ 72,000	\$ 73,640	\$ (1,640)	\$ 72,000

**ENTERPRISE INFORMATION AND DOCUMENT MANAGEMENT SYSTEM
Fund 43**

The Enterprise Information and Document Management System Capital Project Fund was established in fiscal year 2009-2010 for the purpose of obtaining an integrated electronic solution for all Town departments and systems.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
ERP Expenditures	\$ 861,185	\$ 412,217	\$ 448,968	\$ 861,185
Transfer Out-CP Library HVAC	225,000	225,000	-	225,000
Total Expenditures	\$ 1,086,185	\$ 637,217	\$ 448,968	\$ 1,086,185

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ 14,200	\$ 23,311	\$ (9,111)	\$ 14,200
Transfer In-CP Police Station	240,500	240,500	-	240,500
Transfer In-CP Patrick Road	49,985	49,985	-	49,985
Transfer In-Utility Fund	256,500	256,500	-	256,500
Transfer In-General Fund	525,000	525,000	-	525,000
Total Revenues	\$ 1,086,185	\$ 1,095,296	\$ (9,111)	\$ 1,086,185

PARKING LOT PROJECT
Fund 44

The Parking Lot Capital Project Fund is being established for the purpose of construction and renovation of parking lots owned by the Town. The project budget will be adopted in fiscal year 2018-2019 with initial funding transferred from the General Fund.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 200,000	\$ -	\$ 200,000	\$ 243,000
Total Expenditures	\$ 200,000	\$ -	\$ 200,000	\$ 243,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ -	\$ 2,358	\$ (2,358)	\$ -
Transfer In - General Fund	200,000	200,000	-	243,000
Total Revenues	\$ 200,000	\$ 202,358	\$ (2,358)	\$ 243,000

**STORM WATER IMPROVEMENTS
Fund 46**

The Storm Water Improvements Capital Project Fund is established for the purpose of designing and installing storm water infrastructure. Funding for this project was transferred from the General Fund in fiscal year 2007-08.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 571,500	\$ 409,304	\$ 162,196	\$ 571,500
Total Expenditures	\$ 571,500	\$ 409,304	\$ 162,196	\$ 571,500

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ 22,500	\$ 32,568	\$ (10,068)	\$ 22,500
Transfer In-CP Patrick Road	50,000	50,000	-	50,000
Transfer In-General Fund	499,000	499,000	-	499,000
Total Revenues	\$ 571,500	\$ 581,568	\$ (10,068)	\$ 571,500

PUBLIC ROAD-ECONOMIC DEVELOPMENT
Fund 47

The Public Road-Economic Development - Capital Project Fund is established for the purpose of construction of a public road at the Southern Pines Corporate Park. Funding for this project was transferred from the Road Construction Special Revenue Fund in fiscal year 2009-10.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Road Construction	\$ 25,874	\$ -	\$ 25,874	\$ 25,874
Total Expenditures	\$ 25,874	\$ -	\$ 25,874	\$ 25,874

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ -	\$ 1,206	\$ (1,206)	\$ -
Transfer In-Fund 24 Special Revenue	25,874	25,874	-	25,874
Total Revenues	\$ 25,874	\$ 27,080	\$ (1,206)	\$ 25,874

**BIKE TRANSPORTATION PROJECT
Fund 49**

The Bike Transportation Plan Capital Project Fund was established for the purpose of developing bike routes, bike signage and policies and procedures as identified in the approved bike plan. Funding for the project was transferred from the General Fund in fiscal year 2011-12.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 278,000	\$ 41,675	\$ 236,325	\$ 278,000
Total Expenditures	\$ 278,000	\$ 41,675	\$ 236,325	\$ 278,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - General Fund	\$ 140,000	\$ 140,000	\$ -	\$ 140,000
Transfer In - CP Patrick Road	138,000	138,000	-	138,000
Interest	-	4,075	(4,075)	-
Total Revenues	\$ 278,000	\$ 282,075	\$ (4,075)	\$ 278,000

**FIRE SUB-STATION
Fund 51**

The Fire Sub-Station Capital Project Fund was established for the purpose of construction of a Fire Sub-Station in the northern area of Southern Pines. Initial funding for the project was transferred from the closing of the Police Station Capital Project Fund in fiscal year 2010-11.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 6,131,450	\$ 2,885,642	\$ 3,245,808	\$ 6,131,450
Total Expenditures	\$ 6,131,450	\$ 2,885,642	\$ 3,245,808	\$ 6,131,450

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In-CP Police Station	\$ 360,114	\$ 360,114	\$ -	\$ 360,114
Transfer In-General Fund	468,300	468,300	-	468,300
Transfer In-CP Patrick Road	72,000	72,000	-	72,000
Interest	2,886	73,574	(70,688)	2,886
Financing Proceeds	5,228,150	5,228,150	-	5,228,150
Total Revenues	\$ 6,131,450	\$ 6,202,138	\$ (70,688)	\$ 6,131,450

FACILITY MODERNIZATION FUND
Fund 52

The Facility Modernization Fund was established for the purpose of addressing immediate needs of Town owned buildings as designated by the 2019 Facility Condition Assessment, commissioned by the Town. Funding for the project will be derived from both the General and Enterprise Funds, dependent on, and specific to, the use of the individual facility.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Construction - Douglass Community Center -GF	\$ 102,750	\$ 102,750	\$ -	\$ 102,750
Construction - Planning/Finance/Utility Billing - GF	-	-	-	45,967
Construction - Public Works Offices - GF	-	-	-	56,500
Construction - Library Building - GF	-	-	-	123,250
Construction - Fleet Maintenance Bldg - GF	-	-	-	24,350
Construction - Campbell House - GF	-	-	-	63,750
Construction - Planning/Finance/Utility Billing - EF	-	-	-	22,984
Construction - Public Works Offices - EF	-	-	-	56,500
Construction - Fleet Maintenance Bldg - EF	-	-	-	24,350
Construction - Water Treatment Facility - EF	-	-	-	198,500
Total Expenditures	\$ 102,750	\$ 102,750	\$ -	\$ 718,901

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Transfer In-General Fund	\$ 102,750	\$ 102,750	\$ -	\$ 416,567
Transfer In-Enterprise Fund	-	-	-	302,334
Total Revenues	\$ 102,750	\$ 102,750	\$ -	\$ 718,901

**POOL PARK PLAN
Fund 53**

The Pool Park Plan Capital Project Fund was established for the purpose of renovating the existing Pool Park. Funding for the project was transferred from the General Fund in fiscal year 2012-2013.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 437,861	\$ 424,988	\$ 12,873	\$ 437,861
Total Expenditures	\$ 437,861	\$ 424,988	\$ 12,873	\$ 437,861

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - General Fund	\$ 437,861	\$ 437,861	\$ -	\$ 437,861
Interest	-	4,742	(4,742)	-
Total Revenues	\$ 437,861	\$ 442,603	\$ (4,742)	\$ 437,861

**DOWNTOWN PARK
Fund 54**

The Downtown Park Capital Project Fund will be established for the purpose of renovating the Downtown Park. Funding to begin the project was transferred from the General Fund in fiscal year 2013-2014.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 785,000	\$ 744,136	\$ 40,864	\$ 785,000
Total Expenditures	\$ 785,000	\$ 744,136	\$ 40,864	\$ 785,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - General Fund	\$ 785,000	\$ 785,000	\$ -	\$ 785,000
Interest	-	3,691	(3,691)	-
Total Revenues	\$ 785,000	\$ 788,691	\$ (3,691)	\$ 785,000

**UNPAVED STREET PROJECT
Fund 55**

The Unpaved Street Capital Project Fund was established for the purpose of paving existing Town streets that are currently unimproved. Funding for the project was initiated from the General Fund in fiscal year 2014-2015.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 657,500	\$ 386,816	\$ 270,684	\$ 657,500
Total Expenditures	\$ 657,500	\$ 386,816	\$ 270,684	\$ 657,500

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - General Fund	\$ 657,500	\$ 657,500	\$ -	\$ 657,500
Interest	-	5,783	(5,783)	-
Total Revenues	\$ 657,500	\$ 663,283	\$ (5,783)	\$ 657,500

SIDEWALKS - PHASE II
Fund 57

The Sidewalks-Phase II Capital Project Fund will be established for the purpose of paving existing Town streets that are currently unimproved. Funding to begin the project was transferred from the General Fund in fiscal year 2016-2017.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 496,727	\$ 341,568	\$ 155,159	\$ 757,877
Total Expenditures	\$ 496,727	\$ 341,568	\$ 155,159	\$ 757,877

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - CP Sidewalks	\$ 46,727	\$ 46,727	\$ -	\$ 46,727
Transfer In - General Fund	450,000	450,000	-	711,150
Interest	-	3,716	(3,716)	-
Total Revenues	\$ 496,727	\$ 500,443	\$ (3,716)	\$ 757,877

RECREATION IMPROVEMENTS
Fund 58

The Recreation Improvements Capital Project Fund was established for the purpose of various recreation park improvements. Funding to initiate the project was transferred from the General Fund in fiscal year 2016-2017.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 277,500	\$ 174,541	\$ 102,959	\$ 357,500
Total Expenditures	\$ 277,500	\$ 174,541	\$ 102,959	\$ 357,500

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - General Fund	\$ 277,500	\$ 277,500	\$ -	\$ 357,500
Interest	-	2,590	(2,590)	-
Total Revenues	\$ 277,500	\$ 280,090	\$ (2,590)	\$ 357,500

GENERAL CAPITAL RESERVE FUND
Fund 59

The General Capital Reserve Fund was established to accumulate funds for the purpose of acquisition, renovation, and/or construction of major capital facilities and improvements to the Town's infrastructure. Primary funding is from the General Fund by ordinance in fiscal year 2015-2016.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer to Capital Project Funds	\$ 199,871	\$ -	\$ 199,871	\$ 199,871
Total Expenditures	\$ 199,871	\$ -	\$ 199,871	\$ 199,871

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through May 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In - General Fund	\$ 112,500	\$ 112,500	\$ -	\$ 112,500
Transfer In - CP Public Safety Commun	3,697	3,697	-	3,697
Transfer In - CP Library HVAC	161	161	-	161
Transfer In - CDBG TYR Tactiical	620	620	-	620
Transfer In - CP Fiber Optics	2,120	2,120	-	2,120
Transfer In - CP Patrick Road	80,773	80,773	-	80,773
Interest	-	3,346	(3,346)	-
Total Revenues	\$ 199,871	\$ 203,217	\$ (3,346)	\$ 199,871

**WARRIOR WOODS LIFT STATION
Fund 61**

The Warrior Wood Lift Station Capital Project Fund was established for the purpose of upgrades to the lift station which will increase capacity and meet expected future demand. The project budget was adopted in fiscal year 2018-2019 with initial funding transferred from the Utility Fund and the Sewer Impact Fund.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 1,055,000	\$ -	\$ 1,055,000	\$ 1,055,000
Total Expenditures	\$ 1,055,000	\$ -	\$ 1,055,000	\$ 1,055,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In-Utility Fund	\$ 263,750	\$ 263,750	\$ -	\$ 263,750
Transfer In-Sewer Impact Fees	791,250	791,250	-	791,250
Interest	-	3,110	(3,110)	-
Total Revenues	\$ 1,055,000	\$ 1,058,110	\$ (3,110)	\$ 1,055,000

NORTH PRESSURE WATER ZONE
Fund 62

The North Pressure Zone Capital Project Fund was established for the purpose of increasing domestic pressures for the Town's customers. The fund was established with a project ordinance in fiscal year 2017-2018 and was funded by the Utility Fund.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 760,000	\$ -	\$ 760,000	\$ 760,000
Total Expenditures	\$ 760,000	\$ -	\$ 760,000	\$ 760,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ 10,000	\$ 16,790	\$ (6,790)	\$ 10,000
Transfer In-Utility Fund	750,000	750,000	-	750,000
Total Revenues	\$ 760,000	\$ 766,790	\$ (6,790)	\$ 760,000

**CAPITAL RESERVE FUND
WATER SYSTEM DEVELOPMENT FEES
Fund 64**

The Capital Reserve Fund - Water System Development Fees is being established for the purpose of accounting for water system development fees to be utilized in the manner described in the Water Capital Reserve Fund Resolution.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer to Capital Improvements - Water	\$ 135,175	\$ -	\$ 135,175	\$ 135,175
Total Expenditures	\$ 135,175	\$ -	\$ 135,175	\$ 135,175

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
System Development Fees - Water	\$ 135,175	\$ 85,761	\$ 49,414	\$ 135,175
Interest	-	332	(332)	
Total Revenues	\$ 135,175	\$ 86,093	\$ 49,082	\$ 135,175

**CAPITAL RESERVE FUND
SEWER SYSTEM DEVELOPMENT FEES
Fund 65**

The Capital Reserve Fund - Sewer System Development Fees is being established for the purpose of accounting for water system development fees to be utilized in the manner described in the Sewer Capital Reserve Fund Resolution.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer to Capital Improvements - Sewer	\$ 213,827	\$ -	\$ 213,827	\$ 213,827
Total Expenditures	\$ 213,827	\$ -	\$ 213,827	\$ 213,827

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
System Development Fees - Sewer	\$ 213,827	\$ 69,164	\$ 144,663	\$ 213,827
Interest	-	219	(219)	
Total Revenues	\$ 213,827	\$ 69,383	\$ 144,444	\$ 213,827

**WATER TREATMENT PROCESS MODERNIZATION
Fund 66**

The Water Treatment Process Modernization Fund is being established for the purpose of modernizing equipment and processes at the Water Treatment Plant. The project budget will be adopted in fiscal year 2019-2020 with initial funding from the Utility Fund and the Capital Project Fund- Water Distribution.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ -	\$ -	\$ -	\$ 2,354,600
Total Expenditures	\$ -	\$ -	\$ -	\$ 2,354,600

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest	\$ -	\$ -	\$ -	\$ 21,600
Transfer In-CP Water Distribution	-	-	-	1,000,000
Transfer In-Utility Fund	-	-	-	1,333,000
Total Revenues	\$ -	\$ -	\$ -	\$ 2,354,600

**WATER & SEWER IMPROVEMENTS
WATER DISTRIBUTION SYSTEM
Fund 67**

The Water Distribution Capital Project Fund is established for the purpose of improvements to the water distribution system. The project budget was adopted in fiscal year 2012-2013 with funding from the prior water distribution capital project fund.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Construction	\$ 2,399,866	\$ 957,346	\$ 1,442,520	\$ 1,399,866
Transfer Out-CP Morganton Rd Bridge	43,176	43,176	-	43,176
Transfer Out-CP Water Plant Moderinazation	-	-	-	1,000,000
Total Expenditures	\$ 2,443,042	\$ 1,000,522	\$ 1,442,520	\$ 2,443,042

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Interest	\$ 5,000	\$ 62,092	\$ (57,092)	\$ 5,000
Transfer In-CP Water Distribution System	400,000	400,000	-	400,000
Transfer In-CP Raw Water Reservoir	788,580	788,580	-	788,580
Transfer In-CP Morganton Rd Bridge	1,195	1,195	-	1,195
Transfer In-CP Economic Development	15,455	-	15,455	15,455
Transfer In-CP Automatic Meter Reading	257,812	257,812	-	257,812
Transfer In-Utility Fund	975,000	975,000	-	975,000
Total Revenues	\$ 2,443,042	\$ 2,484,679	\$ (41,637)	\$ 2,443,042

**WATER & SEWER IMPROVEMENTS
SEWER COLLECTION SYSTEM
Fund 67**

The Sewer Distribution Capital Project Fund is established for the purpose of improvements to the sewer distribution system. The project budget was adopted in fiscal year 2012-2013 with funding from the prior sewer distribution capital project fund.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Construction	\$ 2,497,434	\$ 1,443,697	\$ 1,053,737	\$ 2,497,434
Transfer Out-CP Morganton Rd Bridge	14,392	14,392	-	14,392
Total Expenditures	\$ 2,511,826	\$ 1,458,089	\$ 1,053,737	\$ 2,511,826

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Interest	\$ 5,000	\$ 17,140	\$ (12,140)	\$ 5,000
Transfer In-CP Sewer Distribution System	500,576	500,576	-	500,576
Grant Proceeds	150,000	-	150,000	150,000
Transfer In-Utility Fund	1,856,250	1,856,250	-	1,856,250
Total Revenues	\$ 2,511,826	\$ 2,373,966	\$ 137,860	\$ 2,511,826

EAST MORGANTON ROAD WATER LINE REPLACEMENT
Fund 68

The East Morganton Road Water Line Replacement Fund was established for the purpose of replacing an existing 6" water line with a 12" water line along East Morganton Road. The fund was established with a project ordinance in fiscal year 2018-2019 and was funded with Impact Fees.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Construction	\$ 378,340	\$ -	\$ 378,340	\$ 378,340
Total Expenditures	\$ 378,340	\$ -	\$ 378,340	\$ 378,340

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer In-Water Impact Fees	\$ 378,340	\$ 378,340	\$ -	\$ 378,340
Total Revenues	\$ 378,340	\$ 378,340	\$ -	\$ 378,340

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OTHER FUNDS SUMMARY

Cemetery Perpetual Care Permanent Fund – Established to account for funds that are restricted for the purpose of beautifying and maintaining the municipal cemetery.

Water Impact Fees – Fees charged for connection to new developments that are used for specific purposes.

Sewer Impact Fees – Fees charged for connection to new developments that are used for specific purposes.

CEMETERY PERPETUAL CARE FUND
Fund 22

The Cemetery Perpetual Care Fund was established for the perpetual care of the municipal cemetery. The income from the fund is restricted for the purpose of beautifying and maintaining the cemetery.

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Reserved for Future Expense	\$ 74,000	\$ -	\$ 74,000	\$ 80,000
Total Expenditures	\$ 74,000	\$ -	\$ 74,000	\$ 80,000

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019	FY 2019-2020 Project Authorization
Interest	\$ 12,000	\$ 12,564	\$ (564)	\$ 14,000
Sale of Plots	62,000	64,315	(2,315)	66,000
Total Revenues	\$ 74,000	\$ 76,879	\$ (2,879)	\$ 80,000

**WATER IMPACT
Fund 72**

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer to Capital Improvements	\$ 4,707,000	\$ 2,785,445	\$ 1,921,555	\$ 4,809,792
Total Expenditures	\$ 4,707,000	\$ 2,785,445	\$ 1,921,555	\$ 4,809,792

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest Earned	\$ 337,000	\$ 373,820	\$ (36,820)	\$ 400,000
Impact Fees	4,370,000	4,409,792	(39,792)	4,409,792
Total Revenues	\$ 4,707,000	\$ 4,783,612	\$ (76,612)	\$ 4,809,792

**SEWER IMPACT
Fund 73**

Expenditures by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Transfer to Capital Improvements/Debt Serv	\$ 1,666,000	\$ 1,271,236	\$ 394,764	\$ 1,759,980
Total Expenditures	\$ 1,666,000	\$ 1,271,236	\$ 394,764	\$ 1,759,980

Revenues by Type	FY 2018-2019 Project Authorization	Transactions Through March 2019	Balance FY 2018-2019.	FY 2019-2020 Project Authorization
Interest Earned	\$ 116,000	\$ 135,634	\$ (19,634)	\$ 160,000
Impact Fees	1,550,000	1,599,980	(49,980)	1,599,980
Total Revenues	\$ 1,666,000	\$ 1,735,614	\$ (69,614)	\$ 1,759,980

DEBT SERVICE

The Town does not have any outstanding general obligation bonds as of 06/30/19 in either the General or Utility Funds.

The Town's bond ratings are as follows:

Standard and Poors	AA-
Moody's Investment Service	A2
North Carolina Municipal Council	86

The North Carolina General Statutes are very specific about the amount of general long term debt that can be issued by local governments. The statues state that long-term debt issued cannot exceed eight percent of the assessed valuation of the governmental unit. The legal debt limit of the Town as of June 30, 2018 is as show in the following table.

Assessed Valuations		<u>\$ 2,411,587,808</u>
Debt Limit 8% of assessed valuations		\$ 192,927,025
Amount of debt applicable to debt limit:		
Outstanding debt evidenced by bonds	-	
Unissued bonds authorized by existing orders	-	
Outstanding debt not evidenced by bonds:		
Installment financing	<u>9,436,815</u>	
Total	9,436,815	
Less deduction allowed by G.S. 159.55(a)(2) and G.S. 159.55(b)-Utility debt	-	
Net Debt	<u>9,436,815</u>	
LEGAL DEBT MARGIN		<u>\$ 183,490,210</u>

The Town has installment financing outstanding debt principal totaling \$8,108,241 as of 06/30/19. The outstanding amount represents the financing of the Police facility in 2008, the financing of the Raw Water Reservoir in 2011, the financing of the Automatic Meter Reading project in 2013 and the financing of the construction of the Fire Sub-Station in 2018.

The following is a schedule of the Town's total debt service principal and interest payments:

	Principal	Interest	Total
<u>General Obligation Bonds:</u>			
FY 2019-20	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Installment Financing

Raw Water Reservoir, issued 2011, due semi-annually to 2021; interest at 3.40%

FY 2019-2020	\$ 398,659	\$ 17,145	\$ 415,804
FY 2020-2021	204,427	3,475	207,902
Total	<u>\$ 603,086</u>	<u>\$ 20,620</u>	<u>\$ 623,706</u>

Police facility, issued 2008; due semi-annually to 2024; interest at 3.73%

FY 2019-2020	\$ 433,333	\$ 68,694	\$ 502,027
FY 2020-2021	433,333	52,531	485,864
FY 2021-2022	433,333	36,368	469,701
FY 2022-2024	650,001	24,245	674,246
Total	<u>\$ 1,950,000</u>	<u>\$ 181,838</u>	<u>\$ 2,131,838</u>

Fire Sub-Station, issued 2018, due semi-annually to 2033; interest at 3.53%

FY 2019-2020	\$ 348,543	\$ 169,174	\$ 517,717
FY 2020-2021	348,543	156,871	505,414
FY 2021-2022	348,543	144,567	493,110
FY 2022-2033	3,833,977	778,201	4,612,178
Total	<u>\$ 4,879,606</u>	<u>\$ 1,248,813</u>	<u>\$ 6,128,419</u>

	Principal	Interest	Total
<u>Installment Financing (continued)</u>			
Automatic Meter Reading project, issued 2013, due semi-annually to 2023; interest at 1.85%			
FY 2019-2020	\$ 164,251	\$ 11,742	\$ 175,993
FY 2020-2021	167,304	8,689	175,993
FY 2021-2022	170,413	5,579	175,992
FY 2022-2023	173,581	2,412	175,993
Total	<u>\$ 675,549</u>	<u>\$ 28,422</u>	<u>\$ 703,971</u>

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FY 2019-20 Fleet Additions & Replacements List

EQUIPMENT #	YEAR	DESCRIPTION	ESTIMATED COST (\$)	DEPT. CODE	NEW OR REPLACEMENT TO FLEET
--	2019	Mini Excavator	100,000	730	New
--	2019	Pickup Truck	35,000	740	Replace #520
--	2019	Jet Truck	450,000	740	Replace #59
--	2019	Zero Turn Mower	12,000	620	New
--	2019	Tractor	28,000	620	New
--	2019	Zero Turn Mower	12,000	560	Replace #938
--	2019	Zero Turn Mower	12,000	560	Replace #941
--	2019	Pickup Truck	35,000	560	Replace #66
--	2019	Pickup Truck	35,000	560	Replace #67
--	2019	Tractor	36,000	560	Replace #930
--	2019	Tractor with Bush Hog	46,000	560	Replace #933
--	2019	Pickup Truck	35,000	640	Replace #9
--	2019	Vehicle Replacement	35,000	530	Replace #833
--	2019	Vehicle Replacement	40,000	511	Replace #858
--	2019	Vehicle Replacement	40,000	511	New

Potential Fleet Replacements FY 2020-21 through FY 2022-23

EQUIPMENT #	YEAR	DESCRIPTION	ESTIMATED COST (\$)	DEPT. CODE
703	1998	LEROL A/C	15,000	730
51	1999	CRANE TRUCK	70,000	740
42	2000	VAN	25,000	640
913	2000	FIELD GROMMER	15,000	620
8902	2000	EXCURSION	40,000	515
7	2001	PICKUP	35,000	580
70	2001	PICKUP	35,000	730
818	2002	BRUSH TRUCK	70,000	530
90	2004	PICKUP	35,000	640
984	2004	BUCKET TRUCK	175,000	640
8591	2004	SUV	35,000	540
11	2005	PICKUP	35,000	565
914	2005	N.H. TRACTOR	40,000	620
95	2005	PICKUP	35,000	620
508	2006	JET TRAILER	50,000	740
700	2006	CAT B/H	110,000	730
510	2007	CAMERA TR	80,000	740
611	2007	CAT ROLLER	70,000	560
927	2007	REEL MOWER	35,000	620

931	2008	GATOR	15,000	620
939	2008	GATOR	15,000	640
980	2008	PICKUP	35,000	640
981	2008	PICKUP	35,000	640
43	2009	VAN	25,000	640
705	2009	HURCO	35,000	730
932	2009	KUBOTA BH	75,000	640
937	2009	REEL MOWER	35,000	620
884	2009	INV VECHICLE	35,000	515
982	2010	VAN	30,000	640
890	2010	TAHOE	40,000	511
891	2010	INV VECHICLE	35,000	515
521	2010	J.D. REACH MOWER	100,000	560
612	2010	FLAT BED DUMP TRUCK	70,000	560
613	2010	DUMP TRUCK	70,000	560
614	2010	DUMP TRUCK	70,000	560
712	2010	SULLAIR A/C	15,000	730
893	2011	POLICE CAR	35,000	511
896	2011	POLICE CAR	35,000	515
72	2011	PICKUP	35,000	730
713	2012	PICKUP	35,000	730
714	2012	PICKUP	35,000	730
938	2012	Z-MOWER	12,000	560
829	2012	SUBURBAN	40,000	530
52	2012	JET TRUCK	400,000	740
616	2012	CASE B\H	110,000	560
895	2013	INV VEHICLE	35,000	515
897	2013	POLICE CAR	35,000	511
898	2013	POLICE CAR	35,000	511
941	2013	Z-MOWER	12,000	560
942	2013	Z-MOWER	12,000	620
983	2013	PICKUP	35,000	640
810	2013	SUV-TAHOE	40,000	530
835	2013	PICKUP	35,000	530
8503	2013	POLICE CAR	35,000	511
8603	2013	POLICE CAR	35,000	511
522	2013	CAT B/H	110,000	740

Existing Fleet List

EQUIPMENT #	YEAR	DESCRIPTION	ESTIMATED COST (\$)	DEPT. CODE
615	1998	HUDSON B16TR	20,000	560
703	1998	LEROL A/C	15,000	730
51	1999	CRANE TRUCK	70,000	740
42	2000	VAN	25,000	640
913	2000	FIELD GROMMER	15,000	620
8902	2000	EXCURSION	40,000	515
7	2001	PICKUP	35,000	580
70	2001	PICKUP	35,000	730
818	2002	BRUSH TRUCK	70,000	530
9	2003	PICKUP	35,000	640
90	2004	PICKUP	35,000	640
984	2004	BUCKET TRUCK	175,000	640
8591	2004	SUV	35,000	540
11	2005	PICKUP	35,000	565
914	2005	N.H. TRACTOR	40,000	620
858	2005	SUV	35,000	511
813	2005	HME ENGINE	500,000	530
95	2005	PICKUP	35,000	620
508	2006	JET TRAILER	50,000	740
700	2006	CAT B/H	110,000	730
81	2006	LADDER TRUCK	1,000,000	530
812	2006	PIERCE ENGINE	500,000	530
510	2007	CAMERA TR	80,000	740
611	2007	CAT ROLLER	70,000	560
927	2007	REEL MOWER	35,000	620
930	2008	VENTRAC	35,000	560
931	2008	GATOR	15,000	620
939	2008	GATOR	15,000	640
980	2008	PICKUP	35,000	620
981	2008	PICKUP	35,000	620
43	2009	VAN	25,000	640
520	2009	PICKUP	35,000	740
59	2009	JET TRUCK	400,000	740
66	2009	PICKUP	35,000	560
67	2009	PICKUP	35,000	560
705	2009	HURCO	35,000	730
932	2009	KUBOTA BH	75,000	640
933	2009	KUBOTA	40,000	560

937	2009	REEL MOWER	35,000	620
833	2009	SUV TRAVERSE	35,000	530
884	2009	INV VECHICLE	35,000	515
982	2010	VAN	30,000	640
890	2010	TAHOE	40,000	511
891	2010	INV VECHICLE	35,000	515
521	2010	J.D. REACH MOWER	100,000	560
612	2010	FLAT BED DUMP TRUCK	70,000	560
613	2010	DUMP TRUCK	70,000	560
614	2010	DUMP TRUCK	70,000	560
712	2010	SULLAIR A/C	15,000	730
893	2011	POLICE CAR	35,000	511
896	2011	POLICE CAR	35,000	515
72	2011	PICKUP	35,000	730
713	2012	PICKUP	35,000	730
714	2012	PICKUP	35,000	730
938	2012	Z-MOWER	12,000	560
829	2012	SUBURBAN	40,000	530
52	2012	JET TRUCK	400,000	740
616	2012	CASE B\H	110,000	560
617	2012	MARATHON TAR KETTLE	10,000	560
895	2013	INV VEHICLE	35,000	515
897	2013	POLICE CAR	35,000	511
898	2013	POLICE CAR	35,000	511
941	2013	Z-MOWER	12,000	560
942	2013	Z-MOWER	12,000	620
983	2013	PICKUP	35,000	640
810	2013	SUV-TAHOE	40,000	530
835	2013	PICKUP	35,000	530
8503	2013	POLICE CAR	35,000	511
8603	2013	POLICE CAR	35,000	511
522	2013	CAT B/H	110,000	740
17	2014	PICKUP	35,000	540
18	2014	PICKUP	35,000	540
8925	2014	INV VECHILE	35,000	515
985	2014	PICKUP	35,000	640
8201	2014	SUV TAHOE	40,000	530
8504	2014	POLICE CAR	35,000	511
8604	2014	POLICE CAR	35,000	511
8614	2014	POLICE CAR	35,000	511
8626	2014	POLICE CAR	35,000	511
8903	2014	INV VECHICLE	35,000	515

8913	2014	INV VECHICLE	35,000	515
986	2014	PICKUP	35,000	620
55	2014	F-450 SERVICE TRUCK	70,000	740
618	2014	SWEEPER	250,000	560
706	2014	CAT SKID STEER	70,000	730
945	2015	Z-MOWER	12,000	560
8605	2015	POLICE CAR	35,000	511
8615	2015	POLICE CAR	35,000	511
8625	2015	POLICE CAR	35,000	511
8905	2015	INV VECHICLE	35,000	515
8915	2015	INV VECHICLE	35,000	515
987	2015	PICKUP	35,000	620
619	2015	SERVICE FLATBED	70,000	560
44	2015	COACH	50,000	620
946	2016	FIELD GROOMER	15,000	620
8606	2016	POLICE CAR	35,000	511
8616	2016	POLICE CAR	35,000	511
53	2016	PICKUP	35,000	740
68	2016	PICKUP	35,000	560
45	2016	COACH	50,000	620
57	2016	F450 SERVICE TRUCK	70,000	740
621	2016	KMT RECYCLER	85,000	560
622	2016	CASE B/H	110,000	560
8607	2017	POLICE CAR	35,000	511
8617	2017	POLICE CAR	35,000	511
954	2017	Z-MOWER	12,000	620
15	2017	SUV	25,000	540
47	2017	SUV	25,000	620
528	2017	WACKER	35,000	740
46	2017	COACH	50,000	620
625	2017	CRACK SEAL	30,000	560
716	2017	WACKER	40,000	730
947	2017	J.D. BIG MOWER	100,000	560
8907	2018	INV CAR	35,000	515
957	2018	Z-MOWER	12,000	620
988	2018	PICKUP	35,000	640
989	2018	PICKUP	35,000	560
990	2018	PICKUP	35,000	560
19	2018	PICKUP	35,000	540
48	2018	SUV	25,000	620
627	2018	TOW MASTER TRAILER	12,000	560
991	2018	DUMP TRAILER	10,000	640

992	2018	DUMP TRAILER	10,000	640
8908	2018	INV CAR	35,000	515

BUDGET GLOSSARY

Ad Valorem Taxes – Revenue accounts showing taxes paid on real property, personal property to include property of public service companies allocated by the Ad Valorem Tax Division of the State Department of Revenue.

Appropriation – A legal authorization granted by the Town Council to make budgeted expenditures and to incur obligations for purposes specified in the budget ordinance.

Assessed Valuation – A value established for real and personal property for use as a basis for levying property taxes.

Budget – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Upon approval by the Town Council, the budget ordinance becomes the legal bases for expenditures in the budget year.

Budget Amendment – A legal procedure utilized by the Town staff and Town Council to revise a budget appropriation.

Budget Calendar – The schedule of key dates which the Town's departments follow in the preparation, adoption and administration of the budget.

Budget Document – The official written statement prepared by the Town staff reflecting the decisions made by the Town Council in their budget deliberations.

Budget Message – A general discussion of the budget that provides the citizens and the public with a summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the Town Manager.

Budget Ordinance – The official enactment by the Town Council to establish legal authority for Town officials to obligate and expend resources.

Capital Outlay – Vehicles, equipment, improvements, and furniture purchased by the Town which individually amount to an expenditure of \$10,000 or more, and which have an expected life of greater than one year.

Capital Project Fund – A fund used to account for the acquisition and construction of major capital facilities and infrastructure.

Department – An organizational unit responsible for carrying out a major governmental function.

Employee Benefits – Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government’s share of costs for social security, and the various pension, and medical insurance plans.

Enterprise Fund – A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. The enterprise fund for the Town is the water and sewer fund.

Expenditure – A term used to refer to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds.

Fiscal Year – A twelve-month time period designating the beginning and ending period for recording financial transactions. The Town’s fiscal year begins July 1st and ends June 30th.

Function – A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a broad goal or accomplishing a major service.

Fund – An accounting entity that has a set of self balancing accounts and that records all financial transactions for specific activities or government functions.

Fund Balance – Amounts shown as fund balance represent monies which remain unspent after all budgeted expenditures have been made. North Carolina statute declares that a portion of fund balance is not available for appropriation.

General Fund – The largest fund within the Town, the general fund is the general operating fund and is used to account for all financial resources except those required to be accounted for in another fund.

Grants – Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

Installment Financing – A legally binding installment contract that conveys the right to property, equipment and construction, for a stated period of time that allows the Town to spread the cost over several budget years.

Levy – To impose taxes, special assessments, or service charges for the support of Town activities.

Local Government Budget and Fiscal Control Act – This act governs all financial activities of local governments within the State of North Carolina.

Local Government Commission – An agency in the NC State Treasurer’s Office which oversees local government bonded debt and assists cities and counties in all areas of fiscal management.

Modified Accrual Accounting –The basis of budgeting and accounting where revenues are recorded when collectable within the current period or soon thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the related liability is incurred.

Operating Expenditures - The cost for materials, services and equipment required for a daily operations of a department or function.

Performance Measures – Descriptions of a program’s effectiveness or efficiency and how a government’s services fill the needs of its citizens.

Program – An organized set of related work activities which are directed toward accomplishing a common goal. Each Town department is usually responsible for a number of related service programs.

Reserve – The apportion of fund balance earmarked to indicate that it is not available for expenditures or that it is legally segregated for a specific future use.

Retained Earnings – An equity account reflecting the accumulated earnings of an enterprise fund.

Revaluation – Assignment of value to properties, buildings, vehicles and equipment by the Moore County Tax Assessor’s Office; under State law, all property must be revalued no less frequently than once every eight years. Moore County has begun to revalue on a four year basis.

Revenue – Income received from various sources used to finance government services.

Special Revenue Fund – A special revenue fund is used to account for resources that are subject to legal spending restrictions. They are created when a resolution, statute or ordinance requires that special revenue sources are used to finance a particular activity such as certain grant funding.

Transfers – Amounts transferred from one fund to another intended for a specific purpose.

Town of

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Southern Pines