



**ADOPTED  
ANNUAL BUDGET  
2020-2021**

06/22/20



**TOWN OF SOUTHERN PINES,  
NORTH CAROLINA**

**ANNUAL PROGRAM OF SERVICES**

**2020 – 2021**

**TOWN COUNCIL**

Carol R. Haney  
Paul G. Murphy  
Mitchell O. Lancaster  
William H. Pate  
Michael P. Saulnier

Mayor  
Mayor Pro-Tem  
Treasurer  
Council Member  
Council Member

**TOWN MANAGER**

Reagan D. Parsons

Town of

Chartered 1887

Southern Pines

**TOWN OF SOUTHERN PINES  
2020-2021 ANNUAL BUDGET**

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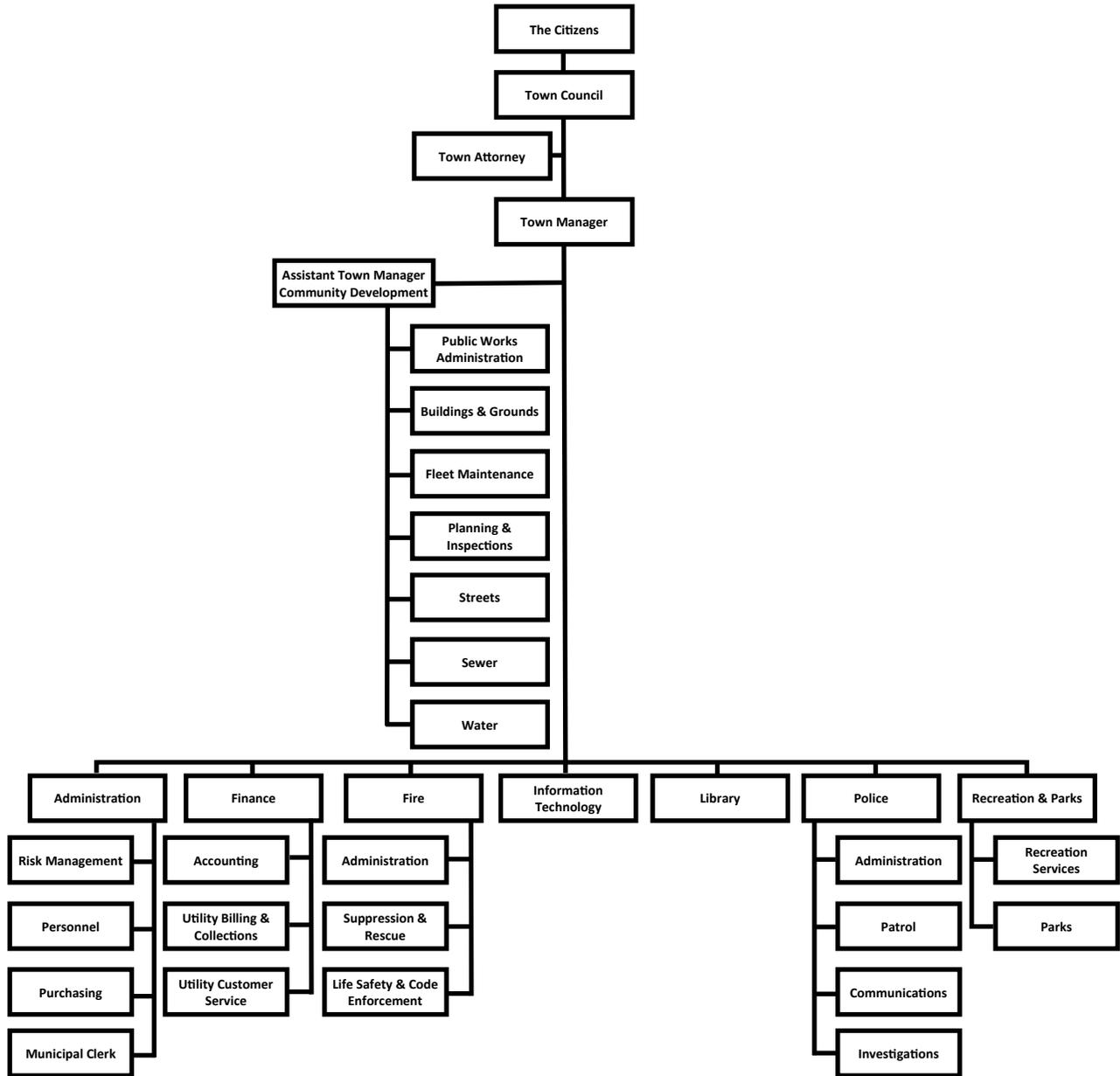
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# **TOWN OF SOUTHERN PINES EXECUTIVE MANAGERS**

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Reagan D. Parsons	Town Manager
Douglas R. Gill	Town Attorney
Christopher F. Kennedy	Assistant Town Manager Director of Community Development
Mike Cameron	Fire Chief
Tess Brubaker-Speis	Director of Finance
Robert Reeve	Director of Recreation & Parks
Bruce Rosenberger	Director of Administrative Services
Robert Temme	Chief of Police
Amanda Brown	Director of Library Services
Nedra Norton	Director of Information Technology

# TOWN OF SOUTHERN PINES ORGANIZATIONAL CHART



## EXECUTIVE SUMMARY

The Fiscal Year 2020-2021 Town of Southern Pines Budget has been drafted following extensive conversation amongst staff and elected officials regarding the uncertain revenue situation created by the Coronavirus pandemic. The closing and/or severe limitations placed on a number of business sectors beginning in mid-March has placed a veil of uncertainty over future receipts, in particular those related to sales taxes that typically represent upwards of 28% of our annual revenue stream. The result of these deliberations is that the Budget being considered for adoption anticipates a 50% decrease in anticipated sales tax receipts through the remainder of FY 2019-2020, and further sets the expected receipts in 2020-2021 at the same figures we utilized for 2019-2020. This approach represents a decrease from actual receipts through January 2020, and thus recognizes the potential for a real decrease of better than 20% in taxable commerce in the approaching Fiscal Year. We have also maintained a larger than typical available fund balance entering the Fiscal Year as an additional buffer against unexpected impacts brought about by our current situation.

Every effort has been made to allow for the continuance of a long history of high-quality services to our citizens at a relatively low tax rate, while also addressing the continued viability of our aging and historic facilities and infrastructure spread across the Town. In order to accomplish this, we maintain interest in attracting and particularly retaining an educated and quality workforce. There is no cost of living or merit increase included in this Budget, nor are we planning to furlough employees or otherwise disrupt services through practices such as hiring freezes or reduction in hours. In the event revenues prove stronger than our initial projections, employee compensation will be looked at mid-year along with projects and other items omitted from the Budget that becomes effective July 1.

In addition to the challenges around sales tax, Moore County has provided a tax base growth estimate of just under 2% for the past fiscal year. We are also experiencing continued significant increases in the provision of some services, in particular the area of waste and recycling. Waste Disposal fees appearing on the Utility Bill are scheduled to increase from \$9.50/mo. to \$11.00/mo. effective January 1, 2021 to help offset additional expenses related to our Waste Contract. These expenses to the Town go into effect on July 1, 2020 but in an effort to assist those adjusting to impacts caused by the pandemic a delay in raising the fee will be built into our revenue projections and the fee Ordinance itself. There are no other General Fund related fees scheduled for increase, and the proposed tax rate remains at the same 40 pennies effective in the current 2019-2020 Fiscal Year.

It has been a very busy FY 2019-2020, one that was shaping up to be very successful prior to the disruption brought about by COVID-19. Many projects have been completed or are underway and quality growth has continued to occur throughout the community. A Fire Truck to replace a twenty-one-year-old piece of equipment will be purchased prior to June 30, funded via a very favorable installment loan. The funding of projects designated in our facilities assessment and space needs study has resulted in a number of improvements to our buildings and added to their expected life and continued usefulness. The space needs analysis has proven useful in deliberations regarding property acquisition in addition to the further development of a PW Annex upfit that is included in the FY 2020-2021 Budget. Despite the difficult circumstances we find ourselves in as the latter part of FY 2019-2020 winds down, some optimism can be derived from the reality that development interests and construction have not slowed in the least throughout the past few months. Unlike the recession of the late 2000s that many are utilizing as a comparison, we at least entered this scenario with far stronger economic indicators and to date have not seen the overnight drop-off in activity that 2007/2008 brought about. There is some reason for at least cautious optimism.

The insight and efforts of both the Council and Town staff in arriving at a responsible Budget that maintains services and continues to advance community goals deserves recognition. A new Mayor, two new Councilmembers, and newly appointed Finance Director have been thrown into one of the more difficult budgeting atmospheres I have experienced in my twenty-six budget development efforts and all have performed admirably. I continue to consider myself very fortunate to have the opportunity to work with exceptionally dedicated and talented individuals in providing both essential and quality-of-life services to the residents of this special community.

It is an honor to present a FY 2020-2021 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 2020-2021 Budget proposal:

1. **Maintains existing service levels**
2. **Funds all outstanding debt service (FD: \$505k, PD \$486k), anticipated new debt service (Annex: \$139k, Fire Truck \$137k) and operational expenses.**
3. **Contains continuation projects that include:**
  - a. **Transfer to Sidewalk CPF (\$100k)**

- b. Annual Powell Bill paving (\$275k)
  - c. Seven Police Department vehicle replacements (\$261k)
  - d. Flat-Bed Truck Replacement (\$92k)
4. Offers new programs that include:
- a. Transfer to a Streambank Stabilization Fund (\$75k)
  - b. Transfer to Parking Lots Fund (\$45k)
  - c. Park Tech II offering weekend coverage (\$47k)
  - d. Police Technology Specialist (\$60k)
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 2020-2021 Budget to Town Council for consideration and adoption.

## GENERAL FUND

This FY 2020-2021 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 **\$315,000** according to Moore County, an owner of such property would pay the Town **\$1,260** in ad-valorem taxes. This average home value represents a **\$28,000 increase** from the FY 2019-2020 figure and means that an "average" property owner would pay an additional \$110 annually compared to a similarly situated individual in 2019.

As an overview, the Budget document contains expected **General Fund revenue before other financing sources increases of \$278,784** over the revised amount budgeted in FY 2019-2020. This entire amount can be accounted for between the expected property tax receipts on additional growth (\$318k) and the additional revenue generated from the January 1 increase in Waste Disposal Fee (\$57k). These increases offset the "loss" of revenue from a one-time Library grant in FY2019-2020 (\$100k), our SAFER fire personnel grant decreasing per schedule (\$65k), no FEMA reimbursements being anticipated (\$14k),

and investment earnings scheduled to decrease due to less cash available for investment and a declining interest rate environment (\$65k).

On the expenditure side of the ledger, General Fund **expenditures before transfers are expected to decrease \$101,162 (0.005%)** compared to the revised FY 2019-2020 budget. While state mandated increases in Employer provided pension payments and a 5% major medical increase is being absorbed in the budget, we also are experiencing an increase in the Sanitation budget due to annual contractual increases and yet another recycling surcharge (\$201k). In addition, new debt service is anticipated for both a Fire Truck (\$137k) and an upfit of the Public Works Annex and campus (\$139K). These increases are offset by decreased expenditures in IT (\$100k) following some equipment purchases that were necessary in FY2019-2020, a decrease in the Streets budget (\$70k) following some truck replacements in FY2019-2020, a decrease in the Library budget (\$191k) that included the installation of the remote library vending machine at Fire Station #2, and a significant decrease in Buildings and Grounds (\$323k) after a number of projects (non CPF related) were undertaken following the buildings assessment including a \$225k Generator project.

At budgeted levels of tax revenue acquisition (98.50%) and without any dollars over and above our conservative estimates, the FY2020-2021 work plan will result in an **ending available fund balance of \$844,843 (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 projects throughout the year, in addition to providing some cushion against the yet unknown impacts of COVID-19 in addition to the usual concerns regarding State, Federal, and County budget deliberations.

## UTILITY FUND

The Utility Fund budget for FY 2020-2021 represents a continued conservative fiscal approach. The proposed Budget increases water and sewer availability and consumption rates effective January 1, 2021, in an effort to cover operation and maintenance expenses in addition to helping fund a number of capital projects scheduled over the next ten years and beyond. The Town has undergone extensive studies in recent years toward establishing capital improvement plans that intend to address both aging infrastructure and future growth needs. These studies have resulted in the ability to update System Development Fee reports and undergo a long-term rate analysis. Both the SDF and rate analysis will be taken up and acted upon in the coming months.

Debt service in FY 2020-2021 will total \$421k and include the 33% Enterprise Fund portion of the anticipated loan to upfit the Public Works Annex and campus, a scheduled payment

for the AMR project, and a final payment on the raw water reservoir. Overall **Utility Fund revenues are projected to increase \$241,173 (3.1%)** over the amount budgeted in FY 2019-2020. This amount will help to cover increased costs of day to day business in addition to allowing for transfers to important capital projects.

**Overall, expenditures in the Operational and Maintenance Budget are projected to decrease \$484,924 (-4.6%).** In reality O&M activities themselves are increasing by \$500k fiscal year over year, but a \$450k jet truck was purchased in FY 2019-2020, debt service is decreasing by \$170k with the raw water reservoir only requiring one final payment, and transfers to Capital projects are being reduced by \$400k as a result of both significant dollars being transferred last year as part of the CPF to address the Building assessments and use of previously appropriated capital funds and impact fees toward significant infrastructure as opposed to direct Retained Earnings transfers.

The Town has appropriated significant levels of Retained Earnings for three consecutive budgets. Paired with a new Capital Improvement Plan and aging infrastructure, the Town is entering a period when annual rate increase will become necessary in order to maintain and prepare our systems for continued and future utilization. To this end, while delaying implementation until January 2021 in recognition of the current difficulties being presented by the Coronavirus pandemic, the FY 2020-2021 Budget accounts for an increase in the Water availability rate to \$12.50 and Sewer availability rate to \$6.50 making water and sewer available to the curb for a monthly expense of \$19.00. In addition, the consumption rate for water will increase by 3% (\$0.10 per 1,000g) and the sewer rate by 5% (\$0.30 per 1,000g). **Beginning in January 2021, these increases will mean the average consumer of 5,000/g a month will see an increase in their monthly bill of \$4.75 or \$57 annually.**

## **CAPITAL PROJECT FUNDS**

The final area of significance in the proposed FY 2020-2021 Budget is one of Capital Funds. The following represents a summary of any proposed changes from FY 2019-2020:

1. Capital Project Fund – Sidewalks II – Fund 57 will receive an appropriated transfer of \$38,250 from General Funds in addition to the \$61,750 generated by the vehicle registration fee toward continued progress on our long-term sidewalk plans. The Carlisle sidewalk to the new school and portions of the North Bennet Street sidewalk will be completed in FY 2019-2020, while work in FY 2020-2021 will continue progress along Bennet Street.

2. A Streambank Stabilization Fund has been created and appropriated \$75k to design long-term improvements around the creek that runs behind the Police Department and Fire Department on West Pennsylvania Avenue. Significant erosion of the creek poses a threat to the adjacent facilities and it is anticipated that eventual remediation efforts will fall between \$300k and \$500k.
3. A number of Capital Project Funds have been created relative to Utility related projects:
  - a. The Pennsylvania-Pee Dee Waterline project represents a replacement and upsizing of the existing line, allowing for eventual creation of a separate pressure zone for the northern parts of the Town's system. This project at just under two million dollars will be funded initially via a mix of already received System Development Fees and previously collected Impact Fees.
  - b. The Midland Road Waterline CPF will fund the design, replacement, and upsizing of an existing line in FY 2023-2024. An initial appropriation (\$160k) toward the design is being made from previously collected Impact Fees.
  - c. The Sanitary Sewer Modernization Fund will receive a Retained Earnings appropriation of \$750k, with \$350k toward an aerial sewer project in the West New York Avenue area required due to the aforementioned creek deterioration issue being addressed by the streambank stabilization project and \$400k toward rehabilitation and replacement efforts resulting from an AIA grant study of the Town's sanitary sewer system. This \$400k represents step one in an annual effort intended to address \$400k (plus annual cost increases) worth of rehabilitation and replacement over a ten-year period.
  - d. The Lift Station Upgrade Fund is being appropriated \$530k from Retained Earnings to provide improved Supervisory Control and Data Acquisition (SCADA) in addition to generator backup for a number of lift stations that are part of our sanitary sewer collection system. This will represent phase I of a two-phase project relative to the emergency backup.
4. The Water Treatment Process Modernization Fund will be appropriated an additional \$212k from Fund 67 in addition to \$306k from Retained Earnings to address clarifier and filter media projects at the Water Treatment Plant.

5. All sewer related System Development Fees collected since October 2018 (\$228k) are being appropriated to the continuance of the Warrior Woods multi-phase replacement and upgrade project.
6. The East Morganton Waterline fund will receive a transfer from already collected System Development Fees of \$175k allowing for the release of \$36k in previously appropriated funds based on project estimates.
7. Fund 67 Water will receive a \$36k transfer from the East Morganton Waterline Fund, and a \$125k transfer from Retained Earnings while providing the aforementioned transfer to Fund 66. Fund 67 Sewer will receive \$410k from Fund 73 Impact Fees in addition to a \$125k Retained Earnings transfer. A \$410k ARO Lift station replacement and upgrade project is scheduled to occur from this fund in FY 2020-2021.
8. The CPF for Parking Lots will receive a transfer of \$45k for the purpose of creating additional parking in the downtown area. Angled parking along the 300 block of NE Broad Street was completed in FY 2019-2020 along with the reconstruction of the parking lot lying between West New Hampshire and West Connecticut Avenues.

The Town Council, its Boards and Commissions, and Town staff have made the development of this Budget document possible. While one of the more difficult Budget exercises of the past sixteen years, I remain appreciative of the opportunity to work with a group of such talented and dedicated staff and elected officials. I look forward to carrying out the directives being made through the adoption of the FY 2020-2021 Budget and remain optimistic for a day when we may be able to discuss additional initiatives and projects as a result of having successfully weathered the current situation and having come out the other side with even greater resolve and important lessons learned. 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 1<sup>st</sup>, 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 1<sup>st</sup>. 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 30	Capital and New Request Forms to Department Directors
January 13	Capital and New Request Forms due to Finance
January 31	Departmental Budget Packets to Department Directors
February 14	Departmental Budget Packets due to Finance
March 12	Budget Reviews with Department Directors, Town Manager and Finance Director.

March 31	Department Director's Retreat
April 8	Council Retreat
May 12	Presentation of Budget by Town Manager and Public Hearing
May 12 – June 9	Budget Discussions
June 9	Public Hearing
June 9	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.

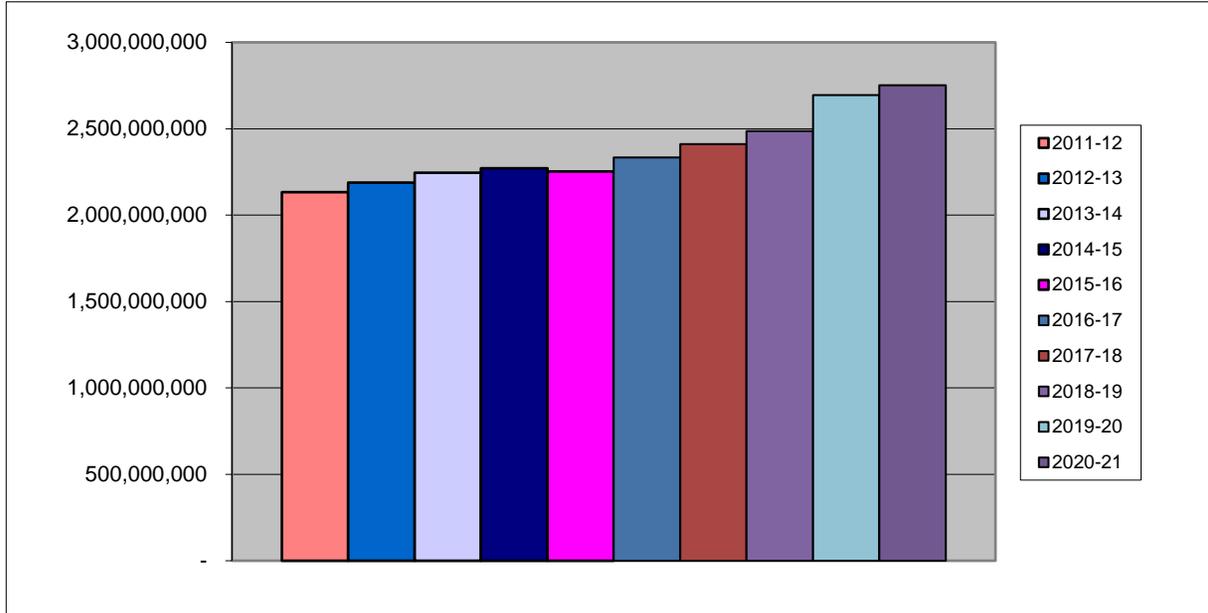
## TOWN OF SOUTHERN PINES

### PROPERTY TAX RATES Last Ten Fiscal Years

<u>Year Ended June 30</u>	<u>Town of Southern Pines</u>
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
2021	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>
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
2020	2020-21	2,751,158,650	11,004,634	275,116

Town of

Chartered 1887

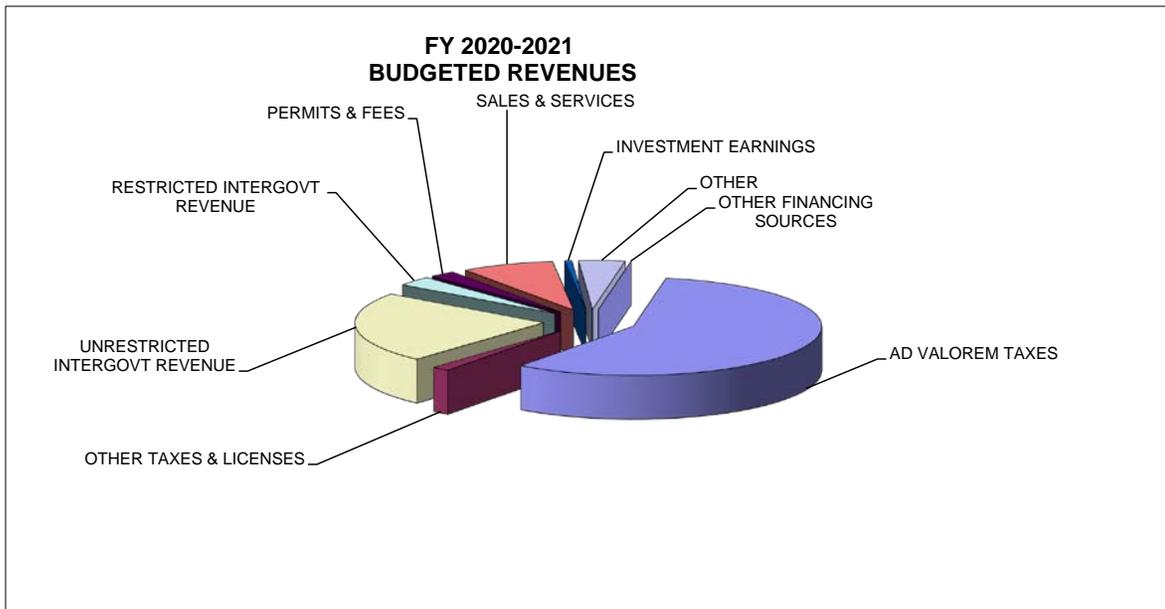
Southern Pines

TOWN OF SOUTHERN PINES  
GENERAL FUND  
BUDGET SUMMARY  
2020-2021

	ACTUAL 2018-2019	BUDGET 2019-2020 as of 03/31/20	EXPECTED REVENUES EXPENDITURES 2019-2020	BUDGET 2020-2021
Available Fund Balance - Beginning	\$ 6,398,820	\$ 6,806,883	\$ 6,806,883	\$ 7,702,478
Total Revenues & Reserve Increases	<u>18,419,427</u>	<u>21,123,670</u>	<u>21,841,317</u>	<u>18,953,511</u>
Total Funds Available	24,818,247	27,930,553	28,648,200	26,655,989
Total Expenditures	16,968,614	20,574,078	20,234,755	20,472,916
Transfers Out to Capital Projects	<u>1,042,750</u>	<u>710,967</u>	<u>710,967</u>	<u>220,000</u>
Available Fund Balance - Ending	<u>\$ 6,806,883</u>	<u>\$ 6,645,508</u>	<u>\$ 7,702,478</u>	5,963,072
Less 3 Months Expenditures				5,118,229
Available Fund Balance - FYE 06/30/21				<u>\$ 844,843</u>

TOWN OF SOUTHERN PINES  
GENERAL FUND  
CONSOLIDATED REVENUE SUMMARY  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020	EXPECTED as of 03/31/20	BUDGET 2020-2021	% of Revenue
AD VALOREM TAXES	\$ 8,887,614	\$ 9,670,485	\$ 9,989,891	\$ 10,653,526	\$ 10,578,526	\$ 10,877,565	57.39%
OTHER TAXES & LICENSES	215,047	245,365	258,833	280,150	293,705	285,150	1.50%
UNRESTRICTED INTERGOVT REVENUE	4,731,922	4,779,476	5,098,682	4,419,000	4,379,776	4,419,000	23.31%
RESTRICTED INTERGOVT REVENUE	498,731	424,748	706,216	764,630	750,885	585,381	3.09%
PERMITS & FEES	497,244	482,657	508,677	370,000	499,043	414,000	2.18%
SALES & SERVICES	1,188,703	1,246,730	1,358,692	1,405,068	1,357,238	1,510,658	7.97%
INVESTMENT EARNINGS	52,553	120,533	211,233	175,000	210,698	110,250	0.58%
OTHER	612,611	621,370	672,618	607,353	672,503	751,507	3.97%
OTHER FINANCING SOURCES	-	-	-	-	650,000	-	0.00%
	<u>\$ 16,684,425</u>	<u>\$ 17,591,364</u>	<u>\$ 18,804,842</u>	<u>\$ 18,674,727</u>	<u>\$ 19,392,374</u>	<u>\$ 18,953,511</u>	



Town of Southern Pines  
General Fund  
Schedule of Revenues  
2020-2021

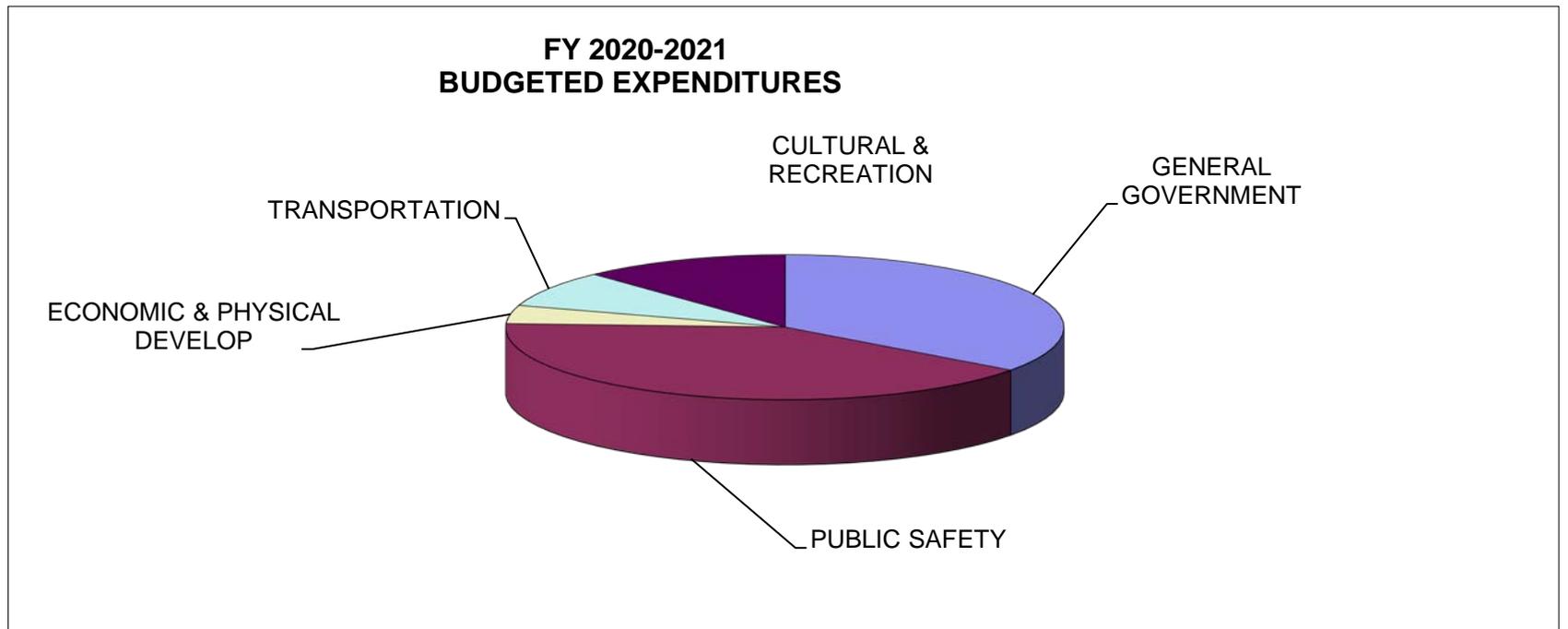
	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020 as of 07/01/19	BUDGET 2019-2020 as of 03/31/20	EXPECTED REVENUES 2019-2020	BUDGET 2020-2021
<b>AD VALOREM TAXES:</b>							
Current	\$ 8,854,601	\$ 9,623,389	\$ 9,954,525	\$ 10,615,526	\$ 10,615,526	\$ 10,615,526	\$ 10,839,565
Delinquent	16,383	27,278	17,767	20,000	20,000	(55,000)	20,000
Penalties & Interest	16,630	19,818	17,599	18,000	18,000	18,000	18,000
<b>TOTAL AD VALOREM TAXES</b>	<b>8,887,614</b>	<b>9,670,485</b>	<b>9,989,891</b>	<b>10,653,526</b>	<b>10,653,526</b>	<b>10,578,526</b>	<b>10,877,565</b>
<b>OTHER TAXES &amp; LICENSES:</b>							
Short-Term Rental Property Tax	46,925	55,428	49,983	48,000	48,000	54,000	48,000
Solid Waste Disposal Tax	9,018	9,344	9,754	9,000	9,000	10,740	9,000
Privilege/Beer - Wine License	2,315	2,405	2,870	2,000	2,000	2,945	2,000
Alcoholic Beverage Ctrl	156,789	178,188	196,226	160,000	160,000	178,000	165,000
Municipal Vehicle Tax	0	0	0	61,150	61,150	48,020	61,150
<b>TOTAL OTHER TAXES</b>	<b>215,047</b>	<b>245,365</b>	<b>258,833</b>	<b>280,150</b>	<b>280,150</b>	<b>293,705</b>	<b>285,150</b>
<b>UNRESTRICTED INTERGOVT REVENUE:</b>							
Article 39 Sales Tax - 1%	1,376,458	1,375,825	1,493,212	1,275,000	1,275,000	1,236,735	1,275,000
Article 40 Local Sales Tax - 1/2%	707,447	742,191	793,474	670,000	670,000	659,135	670,000
Article 42 Local Sales Tax - 1/2%	670,029	677,815	736,188	625,000	625,000	604,256	625,000
Article 44 1/2%-Hold Harmless	665,866	709,268	753,438	637,000	637,000	634,650	637,000
Beer and Wine Tax	60,927	59,581	60,397	58,000	58,000	60,000	58,000
Video Programming	164,610	159,510	151,120	154,000	154,000	155,000	154,000
Utilities Franchise/Sales	1,086,585	1,055,286	1,110,853	1,000,000	1,000,000	1,030,000	1,000,000
<b>TOTAL UNRESTRICTED INTERGOVERNMENTAL</b>	<b>4,731,922</b>	<b>4,779,476</b>	<b>5,098,682</b>	<b>4,419,000</b>	<b>4,419,000</b>	<b>4,379,776</b>	<b>4,419,000</b>
<b>RESTRICTED INTERGOVT REVENUE:</b>							
Powell Bill Allocation	402,027	405,234	403,744	401,000	401,000	404,177	401,000
State Aid Library	6,290	6,627	6,138	6,100	6,100	5,948	5,951
Library Grants	0	9,166	0	0	100,000	100,000	0
Recreation Grants	709	1,400	1,350	1,000	1,000	1,000	1,250
FEMA Revenue	87,601	0	174,887	14,000	14,000	0	0
On-Behalf of Pymts. - Fire	0	0	9,123	0	0	0	0
Fire Grants	0	0	102,839	242,530	242,530	237,500	177,180
Police Grants	2,104	2,321	8,135	0	0	2,260	0
<b>TOTAL RESTRICTED INTERGOVERNMENTAL</b>	<b>498,731</b>	<b>424,748</b>	<b>706,216</b>	<b>664,630</b>	<b>764,630</b>	<b>750,885</b>	<b>585,381</b>
<b>PERMITS AND FEES:</b>							
Inspections	384,893	359,180	329,608	275,000	275,000	327,243	300,000
Planning	24,829	41,095	32,157	20,000	20,000	52,340	35,000
Homeowner Recovery Fee	2,360	2,260	2,030	1,000	1,000	1,540	1,000
Zoning Fees	0	0	17,745	15,000	15,000	16,400	15,000
Street Department	35,677	45,234	43,690	30,000	30,000	32,800	30,000
Fire	7,753	1,050	850	0	0	850	0
Public Works	24,772	14,220	32,982	14,000	14,000	57,870	15,000
Police Department	16,960	19,618	49,615	15,000	15,000	10,000	18,000
<b>TOTAL PERMITS AND FEES</b>	<b>497,244</b>	<b>482,657</b>	<b>508,677</b>	<b>370,000</b>	<b>370,000</b>	<b>499,043</b>	<b>414,000</b>

Town of Southern Pines  
General Fund  
Schedule of Revenues  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020 as of 07/01/19	BUDGET 2019-2020 as of 03/31/20	EXPECTED REVENUES 2019-2020	BUDGET 2020-2021
<b>SALES AND SERVICES:</b>							
Library	41,472	43,685	46,157	40,000	40,000	35,000	<b>40,000</b>
Recreation Fees	195,117	209,294	209,450	195,000	195,000	150,000	<b>195,000</b>
Police Extra Duty	52,511	55,025	75,398	61,000	61,000	28,000	<b>65,000</b>
Fire Extra Duty	1,080	225	1,215	0	0	2,588	<b>0</b>
Rents	296,946	296,382	280,792	281,328	281,328	308,500	<b>310,500</b>
Facility Rental - Recreation	28,885	39,950	37,855	35,000	35,000	35,000	<b>35,000</b>
Court Facilities Fee	464	0	515	300	300	300	<b>300</b>
Reservoir Park	6,000	6,000	6,000	6,000	6,000	6,000	<b>6,000</b>
Disposal Fee/Recycling Fee	566,228	596,169	701,310	786,440	786,440	791,850	<b>858,858</b>
<b>TOTAL SALES AND SERVICES</b>	<b>1,188,703</b>	<b>1,246,730</b>	<b>1,358,692</b>	<b>1,405,068</b>	<b>1,405,068</b>	<b>1,357,238</b>	<b>1,510,658</b>
<b>INVESTMENT EARNINGS:</b>	<b>52,553</b>	<b>120,533</b>	<b>211,233</b>	<b>175,000</b>	<b>175,000</b>	<b>210,698</b>	<b>110,250</b>
<b>OTHER:</b>							
Surplus Property Sales	19,030	4,991	64,829	15,000	15,000	90,000	<b>85,000</b>
Miscellaneous Revenue	71,460	89,199	77,108	39,400	39,400	60,000	<b>46,400</b>
Demolition Liens	0	350	0	0	0	5	<b>0</b>
Fire Donations	3,654	12,094	25,958	0	2,500	2,500	<b>0</b>
Court Costs	6,523	4,324	2,768	2,500	2,500	2,500	<b>2,500</b>
Cemetery	1,375	1,250	1,750	1,000	1,000	2,575	<b>1,000</b>
County Contribution - Fire/Rescue	0	0	0	0	0	0	<b>0</b>
Fire District Revenue	503,109	504,122	488,155	513,953	513,953	473,398	<b>613,607</b>
Donations	7,460	5,040	12,050	3,000	33,000	41,525	<b>3,000</b>
<b>TOTAL OTHER REVENUE</b>	<b>612,611</b>	<b>621,370</b>	<b>672,618</b>	<b>574,853</b>	<b>607,353</b>	<b>672,503</b>	<b>751,507</b>
<b>OTHER FINANCING SOURCES</b>							
Financing Proceeds	0	0	0	0	0	650,000	<b>0</b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>650,000</b>	<b>0</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>16,684,425</b>	<b>17,591,364</b>	<b>18,804,842</b>	<b>18,542,227</b>	<b>18,674,727</b>	<b>19,392,374</b>	<b>18,953,511</b>
<b>FUND BALANCE [(ADD TO)/USE OF]:</b>	<b>(1,040,629)</b>	<b>117,446</b>	<b>(793,478)</b>	<b>2,448,943</b>	<b>2,610,318</b>	<b>1,553,348</b>	<b>1,739,405</b>
<b>REVENUES AFTER ADDITIONS/ REDUCTIONS FROM FUND BALANCE</b>	<b>\$ 15,643,796</b>	<b>\$ 17,708,810</b>	<b>\$ 18,011,364</b>	<b>\$ 20,991,170</b>	<b>\$ 21,285,045</b>	<b>\$ 20,945,722</b>	<b>\$ 20,692,916</b>

TOWN OF SOUTHERN PINES  
GENERAL FUND  
CONSOLIDATED EXPENDITURE SUMMARY  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020	EXPECTED EXPENDITURES 2019-2020	BUDGET 2020-2021
GENERAL GOVERNMENT	\$ 5,752,033	\$ 6,219,687	\$ 6,385,983	\$ 7,436,969	\$ 7,199,075	\$ 7,161,328
PUBLIC SAFETY	6,233,795	7,408,395	6,925,060	7,954,635	8,228,990	8,306,513
ECONOMIC & PHYSICAL DEVELOP	596,360	614,067	621,021	844,629	756,752	829,703
TRANSPORTATION	1,108,984	1,295,031	1,323,289	1,733,026	1,574,042	1,662,230
CULTURAL & RECREATION	1,570,067	1,687,082	1,686,627	2,635,407	2,506,484	2,451,760
<b>SUB-TOTAL</b>	<b>15,261,239</b>	<b>17,224,262</b>	<b>16,941,980</b>	<b>20,604,666</b>	<b>20,265,343</b>	<b>20,411,534</b>
NON-DEPARTMENTAL & TRANSFERS	382,557	484,548	1,069,384	680,379	680,379	281,382
<b>TOTAL</b>	<b>\$ 15,643,796</b>	<b>\$ 17,708,810</b>	<b>\$ 18,011,364</b>	<b>\$ 21,285,045</b>	<b>\$ 20,945,722</b>	<b>\$ 20,692,916</b>



**Function**

General Government

Public Safety

Economic & Physical Development

Transportation

Cultural & Recreation

**Departments**

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

Police-Patrol, Police-Communications, Police-Investigations, Fire

Planning, Inspections

Street

Library, Recreation

TOWN OF SOUTHERN PINES  
GENERAL FUND  
EXPENDITURE BY FUNCTION AND TRANSFERS  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020 as of 07/01/19	BUDGET 2019-2020 as of 03/31/20	EXPECTED EXPENDITURES 2019-2020	BUDGET 2020-2021
Legislative	\$ 153,655	\$ 194,366	\$ 147,985	\$ 188,073	\$ 188,073	\$ 187,516	\$ 177,856
General Administration	576,044	598,039	616,717	681,782	681,782	662,231	687,381
Information Technology	714,383	743,060	729,305	1,290,303	1,290,303	1,231,723	1,190,491
Financial Services	613,730	661,212	726,447	783,262	783,262	755,094	757,814
Police Administration and Patrol	3,042,341	3,444,492	3,368,008	3,722,479	3,722,479	3,488,515	3,933,220
Police Communications	395,153	395,542	424,015	528,940	528,940	501,140	548,115
Investigations	796,314	901,688	745,945	892,953	892,953	819,910	981,522
Fire/Rescue	1,999,987	2,666,673	2,387,092	2,807,763	2,810,263	3,419,425	2,843,656
Planning	596,360	614,067	621,021	385,939	420,939	383,727	412,804
Inspections	0	0	0	423,690	423,690	373,025	416,899
Street Maintenance	1,108,984	1,295,031	1,323,289	1,733,026	1,733,026	1,574,042	1,662,230
Public Works/Sanitation	1,838,401	1,950,116	2,092,289	2,435,176	2,435,176	2,404,743	2,644,723
Fleet Maintenance	310,450	336,547	311,788	347,350	347,350	309,672	326,616
Recreation	769,118	791,925	806,816	1,408,093	1,471,468	1,371,131	1,479,653
Library	800,949	895,157	879,811	983,939	1,163,939	1,135,353	972,107
Building and Grounds	1,506,370	1,697,347	1,720,702	1,670,273	1,670,273	1,619,346	1,347,697
Special Appropriations:							
Sponsorships	1,000	1,000	1,500	1,500	1,500	1,500	1,500
Economic Development-Dues	25,000	25,000	26,250	26,250	26,250	26,250	26,250
Economic Incentive	12,000	12,000	12,000	12,000	12,000	0	0
Shaw House	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Special Appropriations	39,000	39,000	40,750	40,750	40,750	28,750	28,750
Non-Departmental:							
W/S Indirect Costs	(981,995)	(986,277)	(1,021,577)	(1,050,334)	(1,050,334)	(1,050,334)	(1,141,360)
Installation Purchase-Building Fd	0	0	0	0	0	0	0
Installation Purchase-Fire Sub-Sta	0	0	518,191	517,718	517,718	517,718	505,414
Installation Purchase St. Sweeper	77,640	38,819	0	0	0	0	0
Installation Purchase Police Stat	550,516	534,354	530,020	502,028	502,028	502,028	485,864
Installation Purchase Annex Upfit	0	0	0	0	0	0	74,538
Installation Purchase Fire Vehicle	161,396	80,698	0	0	0	0	136,926
Total Non-Departmental	(192,443)	(332,406)	26,634	(30,588)	(30,588)	(30,588)	61,382
Total Expenditures	15,068,796	16,891,856	16,968,614	20,293,203	20,574,078	20,234,755	20,472,916
Transfers:							
Transfer to Cap Proj-Fire Sub-Stat	0	35,000	0	0	0	0	0
Transfer to Cap Proj-Unpaved St	92,500	185,000	230,000	0	0	0	0
Transfer to Cap Proj-Fiber Optics	0	76,593	0	0	0	0	0
Transfer to Cap Proj-Storm Water	100,000	0	100,000	0	0	0	0
Transfer to Cap Proj-Pool Park	0	87,861	0	0	0	0	0
Transfer to Cap Proj-EIDMS	0	0	125,000	0	0	0	0
Transfer to Cap Proj-Downtown Park	150,000	185,000	35,000	0	0	0	0
Transfer to Cap-Recreation Improv	80,000	97,500	100,000	80,000	80,000	80,000	0
Transfer to Cap-Proj-Parking Lots	0	0	200,000	43,000	43,000	43,000	45,000
Transfer to Cap-Proj-Facility Modern	0	0	102,750	313,817	313,817	313,817	0
Transfer to Cap-Proj-Building Renov	0	0	0	0	13,000	13,000	0
Transfer to Cap-Steambank Stabilizatic	0	0	0	0	0	0	75,000
Transfer to General Capital Reserve	2,500	0	0	0	0	0	0
Transfer to Cap Proj-Sidewalks	150,000	150,000	150,000	261,150	261,150	261,150	100,000
Total Transfers	575,000	816,954	1,042,750	697,967	710,967	710,967	220,000
Total Expenditures/Transfers	\$ 15,643,796	\$ 17,708,810	\$ 18,011,364	\$ 20,991,170	\$ 21,285,045	\$ 20,945,722	\$ 20,692,916

## EXPENDITURE SUMMARY

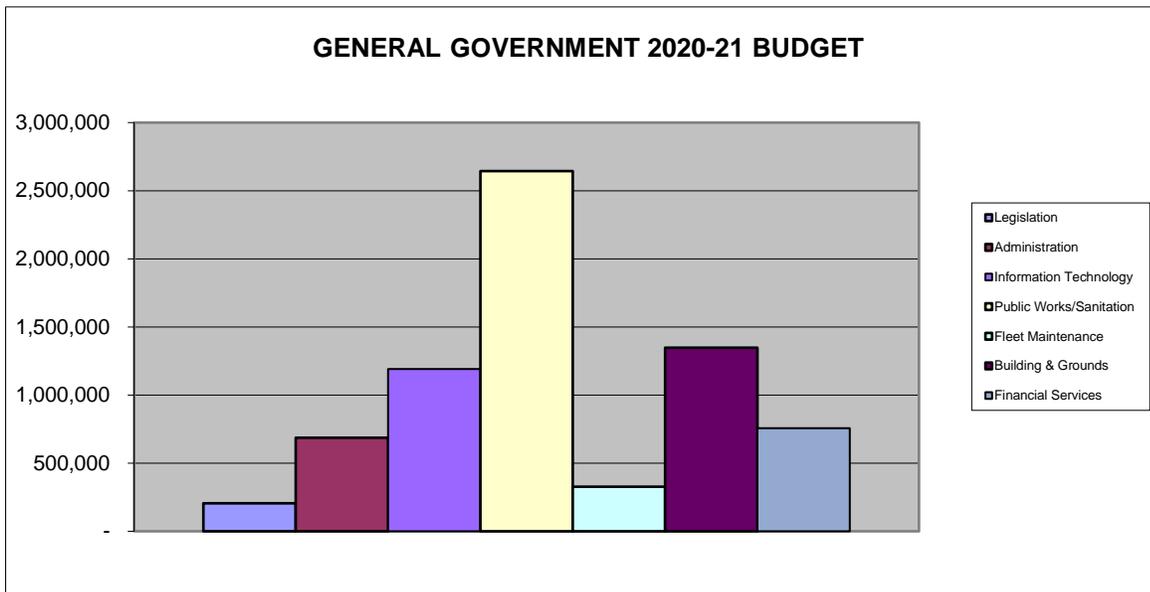
Fund: General

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 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 2,744,482	\$ 2,722,173	\$ 2,599,392	\$ 2,700,101
Operating	3,556,312	4,343,111	4,227,998	4,403,510
Capital Outlay	85,192	371,685	371,685	57,717
<b>Total</b>	<b>\$ 6,385,986</b>	<b>\$ 7,436,969</b>	<b>\$ 7,199,075</b>	<b>\$ 7,161,328</b>



## EXPENDITURE SUMMARY

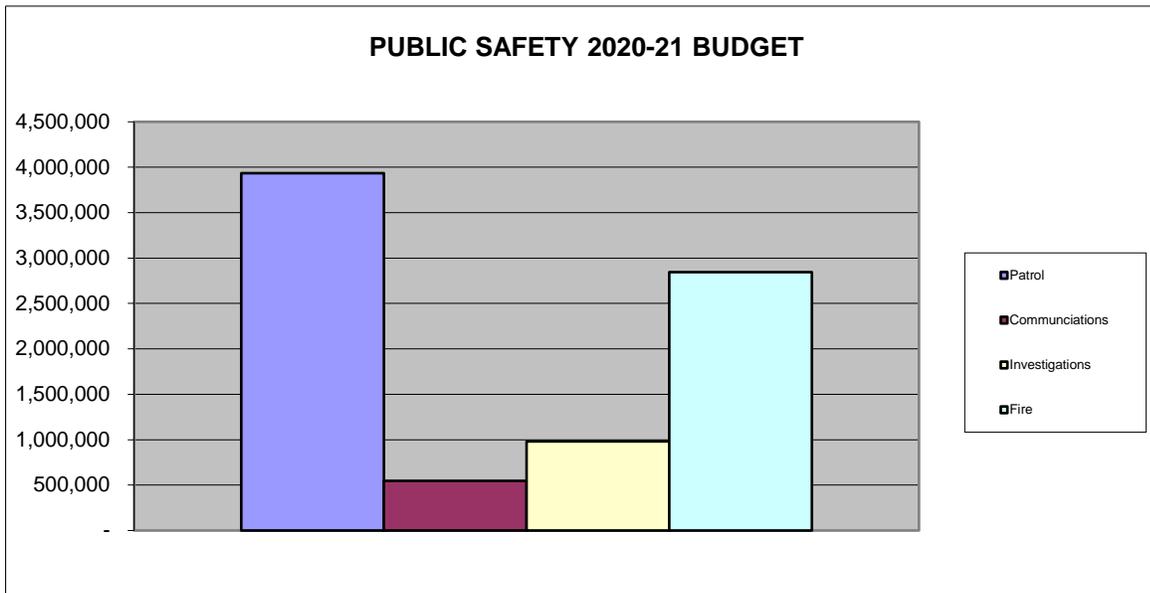
Fund: General

Function: Public Safety

General Fund Departments/Functions:

Police Patrol, Police Communications, Police Investigations, Fire

Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 5,698,530	\$ 6,474,787	\$ 6,278,127	\$ 6,602,903
Operating	1,092,844	1,344,848	1,136,863	1,387,610
Capital Outlay	133,686	135,000	814,000	316,000
<b>Total</b>	<b>\$ 6,925,060</b>	<b>\$ 7,954,635</b>	<b>\$ 8,228,990</b>	<b>\$ 8,306,513</b>



**EXPENDITURE SUMMARY**

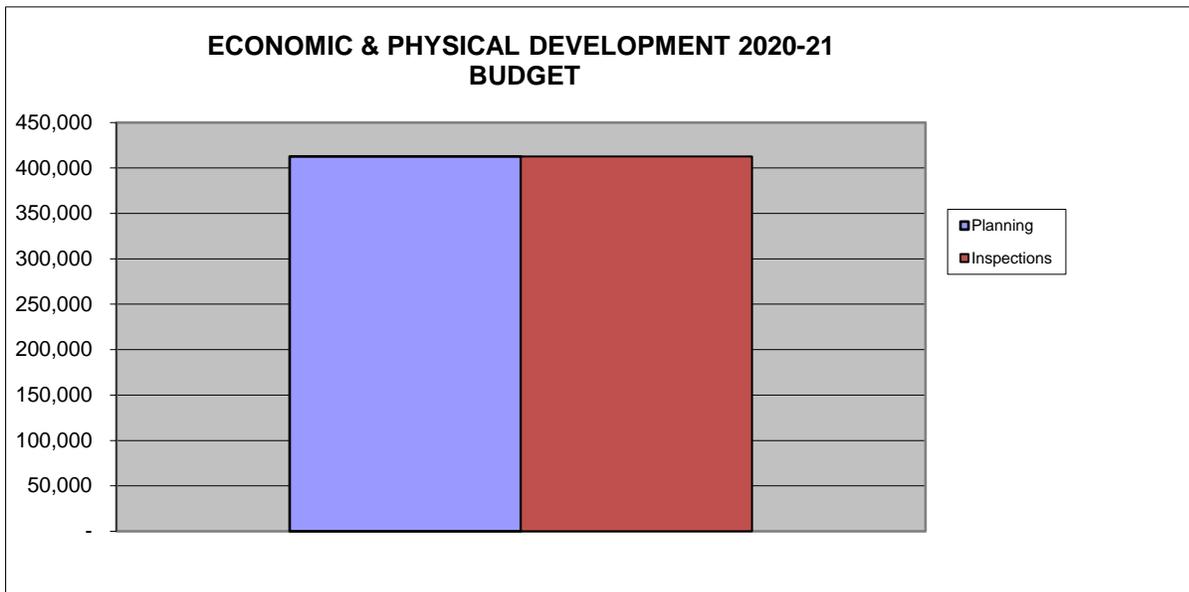
Fund: General

Function: Economic & Physical  
Development

General Fund Departments/Functions:

Planning, Inspections

Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 563,418	\$ 703,758	\$ 671,630	\$ 744,763
Operating	57,603	140,871	85,122	84,940
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 621,021</b>	<b>\$ 844,629</b>	<b>\$ 756,752</b>	<b>\$ 829,703</b>



**EXPENDITURE SUMMARY**

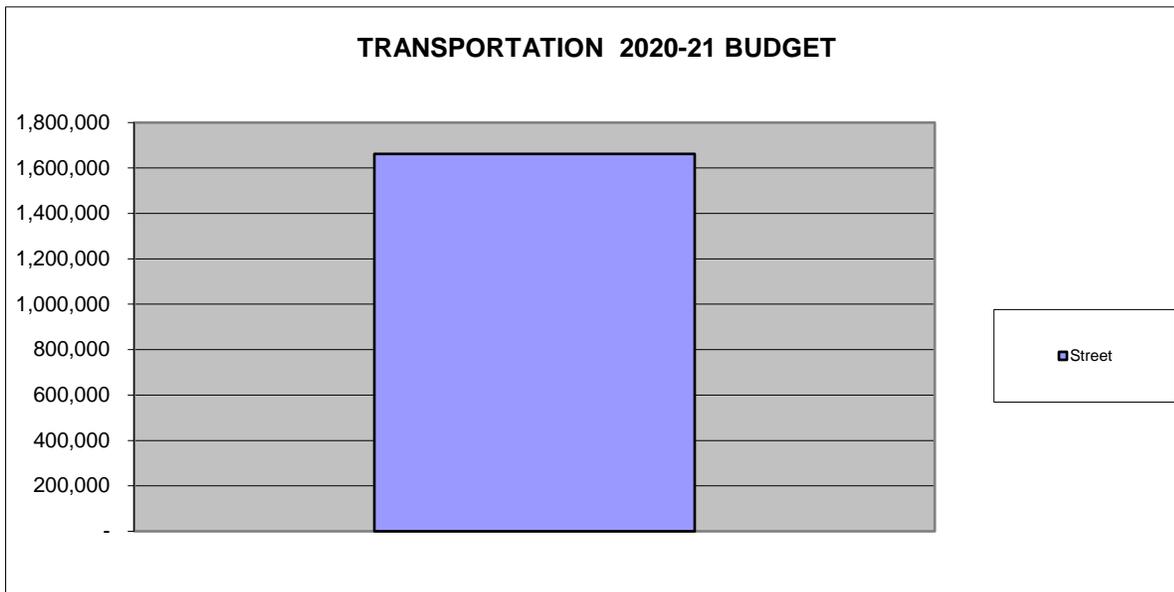
Fund: General

Function: Transportation

General Fund Departments/Functions:

Transportation

Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 511,951	\$ 804,990	\$ 717,781	\$ 797,155
Operating	373,293	477,036	476,585	498,075
Capital Outlay	438,045	451,000	379,676	367,000
<b>Total</b>	<b>\$ 1,323,289</b>	<b>\$ 1,733,026</b>	<b>\$ 1,574,042</b>	<b>\$ 1,662,230</b>



**EXPENDITURE SUMMARY**

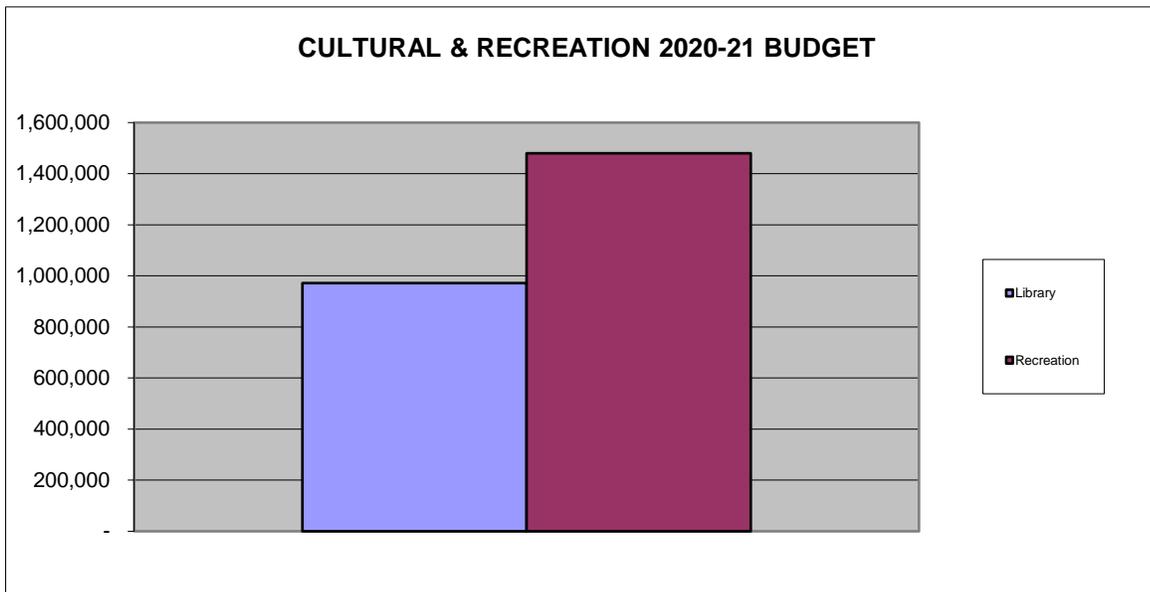
Fund: General

Function Cultural & Recreation

General Fund Departments/Functions:

Library, Recreation

Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 1,084,954	\$ 1,620,386	\$ 1,550,623	\$ 1,632,354
Operating	490,683	796,001	747,088	749,406
Capital Outlay	110,990	219,020	208,773	70,000
<b>Total</b>	<b>\$ 1,686,627</b>	<b>\$ 2,635,407</b>	<b>\$ 2,506,484</b>	<b>\$ 2,451,760</b>



## 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.

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### Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Agenda Items Considered:	114	87	74
- Consent	48	54	64
- Miscellaneous	10	6	5
- Architectural Reviews	16	10	7
- Workshop Items	46	51	54

LEGISLATIVE

Fund: General

Function: General Government

Goal: To provide overall guidance for municipal operations.

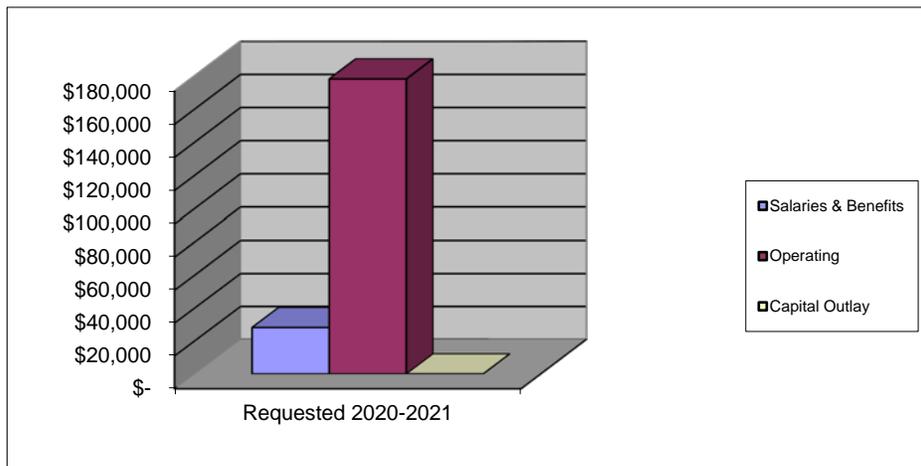
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 27,238	\$ 28,271	\$ 28,271	\$ 28,271
Operating	161,496	200,552	187,995	178,335
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 188,734</b>	<b>\$ 228,823</b>	<b>\$ 216,266</b>	<b>\$ 206,606</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 188,734	\$ 228,823	\$ 216,266	\$ 206,606

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	-	-	-	-

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Legislative	Function: General Government	Fund: 10	Department: 410			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
104100200	SALARIES & WAGES	\$ 26,262	\$ 26,262	\$ 26,262	\$ -	\$ 26,262	0.0%
104100500	FICA EXPENSE	2,009	2,009	2,009	-	2,009	0.0%
	EMPLOYEE BENEFITS	28,271	28,271	28,271	-	28,271	
104101400	TRAINING & TRAVEL	4,550	3,295	5,100	-	5,100	12.1%
104103300	DEPARTMENTAL SUPPLIES	31,650	30,615	35,100	-	35,100	10.9%
104104500	CONTRACTUAL SERVICES	25,050	27,300	10,050	-	10,050	-59.9%
104104510	INS-PROPERTY & GENERAL	7,727	7,100	7,810	-	7,810	1.1%
104104600	PROFESSIONAL SERVICES	67,000	66,000	67,000	-	67,000	0.0%
104105300	DUES & SUBSCRIPTIONS	23,825	23,735	24,275	-	24,275	1.9%
104106300	SPECIAL APPROPRIATIONS	40,750	29,950	29,000	-	29,000	-28.8%
	OPERATING EXPENDITURES	200,552	187,995	178,335	-	178,335	
104107400	CAPITAL OUTLAY	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 228,823</u>	<u>\$ 216,266</u>	<u>\$ 206,606</u>	<u>\$ -</u>	<u>\$ 206,606</u>	

## 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.

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Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Applications Received	1,192	1,500	1,500
Full Time Employees Hired	31	37	39
Part Time Employees Hired	39	38	40
Recordable Employee Injuries/Illnesses	22	16	13
Total GL/Property/Vehicle Claims Filed	8	10	9
Purchase Orders Processed	931	1,000	1,000
Requests to Discard/Sell/Recycle Surplus	174	145	125

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.

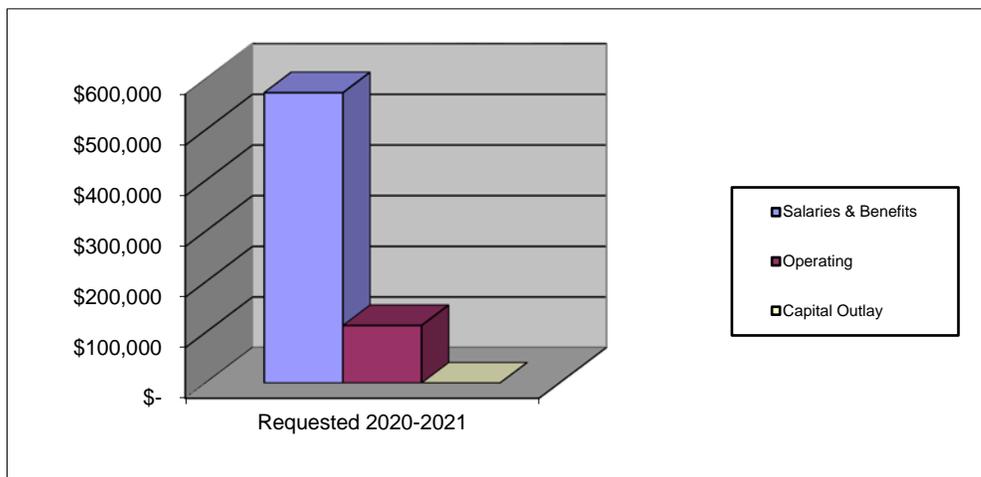
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 519,197	\$ 561,332	\$ 555,628	\$ 573,436
Operating	97,520	120,450	106,603	113,945
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 616,717</b>	<b>\$ 681,782</b>	<b>\$ 662,231</b>	<b>\$ 687,381</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 616,717	\$ 681,782	\$ 662,231	\$ 687,381

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	6.0	6.0	6.0	6.0
Budgeted Employees-Part Time	-	-	-	-

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Administration	Function: General Government	Fund: 10	Department: 420			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
104200200	SALARIES & WAGES	\$ 410,723	\$ 412,446	\$ 414,040	\$ -	\$ 414,040	0.8%
104200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104200500	FICA EXPENSE	31,422	31,552	31,674	-	31,674	0.8%
104200600	GROUP INSURANCE EXPENSE	49,562	41,388	52,288	-	52,288	5.5%
104200700	RETIREMENT EXPENSE	36,965	37,120	42,232	-	42,232	14.2%
104200800	DEFERRED COMPENSATION	32,660	33,122	33,202	-	33,202	1.7%
	EMPLOYEE BENEFITS	561,332	555,628	573,436	-	573,436	
104201100	POSTAGE	830	900	1,025	-	1,025	23.5%
104201200	PRINTING	1,575	320	550	-	550	-65.1%
104201300	TELEPHONE	3,000	3,200	3,310	-	3,310	10.3%
104201400	TRAINING & TRAVEL	22,700	21,000	16,500	-	16,500	-27.3%
104201401	TUITION REIMBURSEMENT	9,000	9,000	10,000	-	10,000	11.1%
104201800	UTILITIES	5,050	4,170	4,850	-	4,850	-4.0%
104202600	ADVERTISING-HR	7,000	6,400	6,500	-	6,500	-7.1%
104202610	ADVERTISING-LEGAL	13,000	8,500	10,000	-	10,000	-23.1%
104203100	AUTO OPERATING	6,000	6,900	7,200	-	7,200	20.0%
104203300	DEPARTMENTAL SUPPLIES	7,150	9,000	7,150	-	7,150	0.0%
104204500	CONTRACTUAL SERVICES	29,995	22,595	30,445	-	30,445	1.5%
104204510	INS-PROPERTY & GENERAL	3,890	3,750	4,950	-	4,950	27.2%
104204600	PROFESSIONAL SERVICES	2,000	1,500	2,000	-	2,000	0.0%
104204800	COMMITTEE EXPENDITURES	3,600	3,900	4,100	-	4,100	13.9%
104204900	EAP EXPENDITURES	-	-	-	-	-	0.0%
104205000	WELLNESS INITIATIVES	-	-	-	-	-	0.0%
104205300	DUES & SUBSCRIPTIONS	5,660	5,468	5,365	-	5,365	-5.2%
	OPERATING EXPENDITURES	120,450	106,603	113,945	-	113,945	
104207401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 681,782</u>	<u>\$ 662,231</u>	<u>\$ 687,381</u>	<u>\$ -</u>	<u>\$ 687,381</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:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Web visitors <a href="http://www.southernpines.net">www.southernpines.net</a> (town)	370,034	400,839	440,923
IT/GIS work orders submitted	1,412	1,921	2,228
IT/GIS work orders completed	1,376	1,846	2,123



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Information Technology	Function: General Government	Fund: 10	Department: 430			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
104300200	SALARIES & WAGES	\$ 267,800	\$ 230,030	\$ 271,232	\$ -	\$ 271,232	1.3%
104300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104300500	FICA EXPENSE	20,487	17,597	20,749	-	20,749	1.3%
104300600	GROUP INSURANCE EXPENSE	33,042	26,830	34,859	-	34,859	5.5%
104300700	RETIREMENT EXPENSE	24,103	20,985	27,666	-	27,666	14.8%
104300800	DEFERRED COMPENSATION	13,391	10,501	13,562	-	13,562	1.3%
	EMPLOYEE BENEFITS	358,823	305,943	368,068	-	368,068	
104301100	POSTAGE	100	100	100	-	100	0.0%
104301300	TELEPHONE	77,240	76,160	84,610	-	84,610	9.5%
104301400	TRAINING & TRAVEL	12,300	9,100	15,911	-	15,911	29.4%
104301600	EQUIPMENT MAINTENANCE	500	500	500	-	500	0.0%
104302200	LEASED EQUIPMENT	-	-	5,732	-	5,732	0.0%
104303300	DEPARTMENTAL SUPPLIES	181,692	181,031	164,874	-	164,874	-9.3%
104304500	CONTRACTUAL SERVICES	585,454	585,454	490,804	-	490,804	-16.2%
104304510	INS-PROPERTY & GENERAL	2,259	1,500	1,925	-	1,925	-14.8%
104305300	DUES & SUBSCRIPTIONS	250	250	250	-	250	0.0%
	OPERATING EXPENDITURES	859,795	854,095	764,706	-	764,706	
104307401	CAPITAL-SOFTWARE/COMP EQ	71,685	71,685	57,717	-	57,717	0.0%
104307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	71,685	71,685	57,717	-	57,717	
	TOTAL EXPENDITURES	<u>\$ 1,290,303</u>	<u>\$ 1,231,723</u>	<u>\$ 1,190,491</u>	<u>\$ -</u>	<u>\$ 1,190,491</u>	

**DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL**

Department:	Information Technology	Function:	General Government
Project Title	UC VoIP Server Replacement	Fund:	General

Project Description:

This project replaces the Town VoIP phone system server that is at a five year end-of-life cycle. This server supports Town phone system for both production and disaster recovery. This project allows for continued VoIP phone service to the Town.

Per conversation with Tess: This cost is being submitted with current quote obtained, pending receipt of updated quote.

Costs		2020-2021
Capital – Computer Equipment		\$57,717
<b>Total</b>		<b>\$57,717</b>

## 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.

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Performance Measures:	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Direct Deposit Stubs Issued	5,508	5,637	5,770
Payroll Checks Issued	139	132	140
Vendor Checks Issued	2,967	2,900	2,925
Invoices Processed	5,624	5,625	5,625
Reconciliations Performed	4,993	5,197	5,225
Financial Reports	1,102	1,105	1,105

## 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.

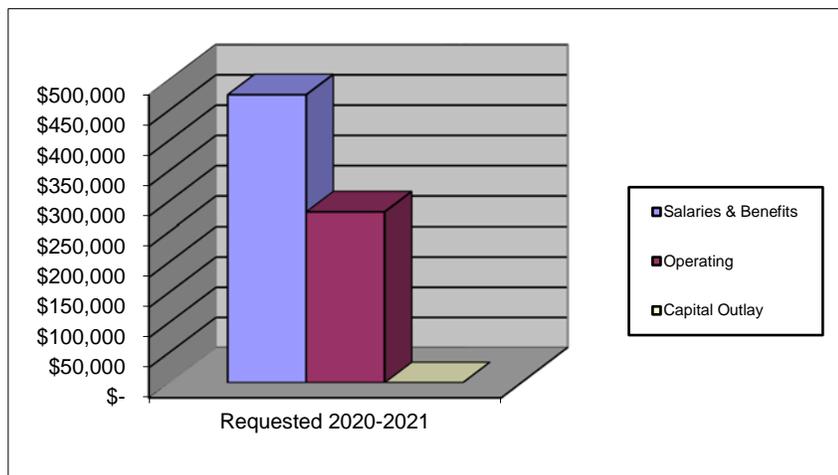
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 490,692	\$ 513,249	\$ 488,274	\$ 475,669
Operating	235,755	270,013	266,820	282,145
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 726,447</b>	<b>\$ 783,262</b>	<b>\$ 755,094</b>	<b>\$ 757,814</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 726,447	\$ 783,262	\$ 755,094	\$ 757,814

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	6.0	6.0	6.0	6.0
Budgeted Employees-Part Time	-	-	-	-

### 2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Financial Services	Function: General Government	Fund: 10	Department: 440			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
104400200	SALARIES & WAGES	\$ 381,508	\$ 367,890	\$ 344,632	\$ -	\$ 344,632	-9.7%
104400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104400500	FICA EXPENSE	29,185	28,144	26,365	-	26,365	-9.7%
104400600	GROUP INSURANCE EXPENSE	49,562	40,000	52,288	-	52,288	5.5%
104400700	RETIREMENT EXPENSE	34,066	33,845	35,152	-	35,152	3.2%
104400800	DEFERRED COMPENSATION	18,928	18,395	17,232	-	17,232	-9.0%
	EMPLOYEE BENEFITS	513,249	488,274	475,669	-	475,669	
104401100	POSTAGE	5,450	4,000	6,000	-	6,000	10.1%
104401200	PRINTING	7,100	6,000	7,800	-	7,800	9.9%
104401300	TELEPHONE	1,820	1,750	1,820	-	1,820	0.0%
104401400	TRAINING & TRAVEL	10,000	4,750	10,000	-	10,000	0.0%
104401600	EQUIPMENT MAINTENANCE	2,865	2,000	2,000	-	2,000	-30.2%
104401800	UTILITIES	4,200	4,000	4,750	-	4,750	13.1%
104402200	LEASED EQUIPMENT	3,900	4,250	4,250	-	4,250	9.0%
104403300	DEPARTMENTAL SUPPLIES	15,250	15,250	15,750	-	15,750	3.3%
104404400	BANK SERVICE CHARGE	10,000	10,500	10,500	-	10,500	5.0%
104404500	CONTRACTUAL SERVICES	6,300	7,150	7,375	-	7,375	17.1%
104404505	COUNTY COLLECTION FEE	169,000	172,500	175,000	-	175,000	3.6%
104404510	INS-PROPERTY & GENERAL	3,008	3,000	3,450	-	3,450	14.7%
104404600	PROFESSIONAL SERVICES	27,000	27,550	29,200	-	29,200	8.1%
104404920	BAD DEBT EXPENSE	3,000	3,000	3,000	-	3,000	0.0%
104405300	DUES & SUBSCRIPTIONS	1,120	1,120	1,250	-	1,250	11.6%
	OPERATING EXPENDITURES	270,013	266,820	282,145	-	282,145	
104407401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 783,262</u>	<u>\$ 755,094</u>	<u>\$ 757,814</u>	<u>\$ -</u>	<u>\$ 757,814</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 five (5) Patrol Teams, two (2) sworn part time law enforcement officers, 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.

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### Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Calls for Service/Officer Initiated Activity	29,424	29,000	30,000
Traffic Accident Investigations	828	850	900
Preliminary Reports Completed	1,082	1,100	1,200
Arrests	430	500	525
Traffic Stops	2,118	2,100	2,100
Traffic Citations	942	950	950
Traffic Warnings (Written and Verbal)	1,309	1,300	1,300
Community Policing Activities/Presentations	159	220	220

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.

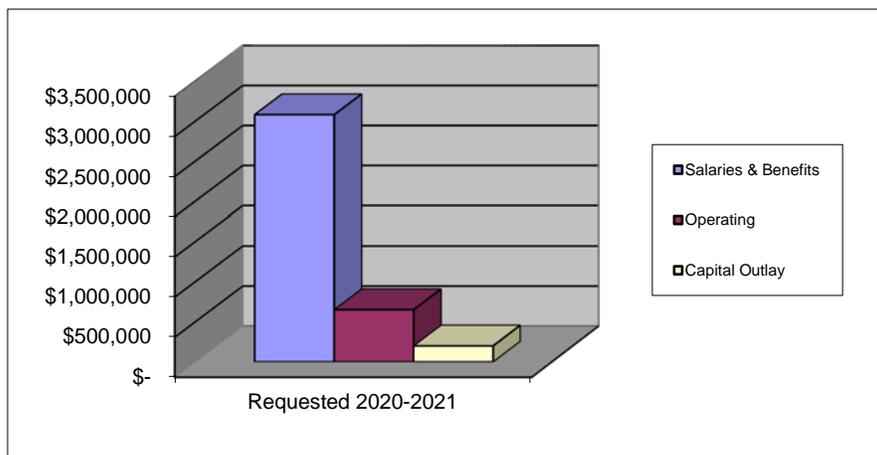
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 2,734,844	\$ 3,014,088	\$ 2,856,215	\$ 3,081,270
Operating	590,281	608,391	503,300	651,950
Capital Outlay	42,883	100,000	129,000	200,000
<b>Total</b>	<b>\$ 3,368,008</b>	<b>\$ 3,722,479</b>	<b>\$ 3,488,515</b>	<b>\$ 3,933,220</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Fees	\$ 125,012	\$ 76,000	\$ 28,000	\$ 83,000
Grants	8,135	-	2,260	-
General Revenues	3,234,861	3,646,479	3,458,255	3,850,220
<b>Total</b>	<b>\$ 3,368,008</b>	<b>\$ 3,722,479</b>	<b>\$ 3,488,515</b>	<b>\$ 3,933,220</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	36.0	36.0	36.0	37.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Vehicle Replacements (4) \$ 200,000  
 New Position - Public Safety Specialist 60,463



2020-2021 ANNUAL BUDGET  
 DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Police-Administration/Patrol	Function: Public Safety		Fund: 10	Department: 511		
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105110200	SALARIES & WAGES	\$ 2,020,326	\$ 1,967,348	\$ 1,998,055	\$ 42,600	\$ 2,040,655	1.0%
105110300	OVERTIME	133,000	103,700	135,000	-	135,000	1.5%
105110130	SEPARATION ALLOWANCE	24,762	24,762	16,991	10,000	26,991	9.0%
105110150	PD EXTRA DUTY FEE	45,000	20,000	32,354	-	32,354	0.0%
105110250	SRT/CNT ACTIVATION STIPEND	8,500	3,000	10,000	-	10,000	0.0%
105110400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105110500	FICA EXPENSE	168,823	160,330	168,453	3,290	171,743	1.7%
105110600	GROUP INSURANCE EXPENSE	297,372	269,250	305,013	8,715	313,728	5.5%
105110700	RETIREMENT EXPENSE	208,718	203,123	236,895	3,728	240,623	15.3%
105110800	401K EMPLOYER SHARE	107,587	104,702	108,046	2,130	110,176	2.4%
	EMPLOYEE BENEFITS	3,014,088	2,856,215	3,010,807	70,463	3,081,270	
105111100	POSTAGE	2,000	800	2,000	-	2,000	0.0%
105111400	TRAINING & TRAVEL	35,000	20,000	35,000	-	35,000	0.0%
105111600	EQUIPMENT MAINTENANCE	6,000	2,000	6,000	-	6,000	0.0%
105111700	AUTO REPAIR	20,000	20,000	25,000	-	25,000	25.0%
105111800	UTILITIES	75,000	60,000	75,000	-	75,000	0.0%
105113100	AUTO OPERATING	60,000	55,000	60,000	-	60,000	0.0%
105113300	DEPARTMENTAL SUPPLIES	153,450	140,350	141,050	-	141,050	-8.1%
105113500	LAUNDRY & CLEANING	11,000	5,200	9,000	-	9,000	-18.2%
105113600	UNIFORMS	31,000	20,000	30,000	-	30,000	-3.2%
105114500	CONTRACTUAL SERVICES	52,770	29,250	52,770	12,230	65,000	23.2%
105114510	INS-PROPERTY & GENERAL	123,771	121,500	130,900	-	130,900	5.8%
105114600	PROFESSIONAL SERVICES	20,600	11,500	20,600	34,400	55,000	167.0%
105114800	GRANT EXPENDITURES	14,800	10,000	14,800	200	15,000	1.4%
105115300	DUES & SUBSCRIPTIONS	3,000	7,700	3,000	-	3,000	0.0%
	OPERATING EXPENDITURES	608,391	503,300	605,120	46,830	651,950	
105117401	CAPITAL-SOFTWARE/COMP EQ	20,000	-	-	-	-	0.0%
105117402	CAPITAL MOTOR VEHICLE	80,000	113,000	80,000	120,000	200,000	
105117403	CAPITAL - OTHER EQUIPMENT	-	16,000	-	-	-	0.0%
	CAPITAL OUTLAY	100,000	129,000	80,000	120,000	200,000	
	TOTAL EXPENDITURES	<u>\$ 3,722,479</u>	<u>\$ 3,488,515</u>	<u>\$ 3,695,927</u>	<u>\$ 237,293</u>	<u>\$ 3,933,220</u>	

**DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL**

Department:	Police-Patrol	Function:	Public Safety
Project Title	Vehicle Replacement/Acquisition (4)	Fund:	General

Project Description:

Funding is requested to replace (4) 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 four (4) 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 their daily duties.

Costs		2020-2021
Patrol Vehicles (4)		\$200,000
Total		\$200,000

**DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL**

Department:	Police-Patrol	Function:	Public Safety
Project Title	Police Technology Specialist	Fund:	General

Project Description:

A new civilian position is being requested to be added to the Police Department’s table of organization. This position title will be “Police Technology Specialist.” The job duties for this position include, but are not limited to, researching, analyzing, testing, installing, maintaining and operating a broad variety of specialized hardware and software applications in a law enforcement environment. This employee will also provide technical assistance and training to users; diagnose, test, and repair public safety equipment and other related electronic equipment. In addition, this employee will become the point of contact for the acquisition of audio/video recordings as governed by state law and in accordance with criminal court requirements related to “Discovery” and to perform related duties as assigned.

Costs		2020-2021
Salary/Equipment/ Benefits		\$60,463
Total		\$60,463

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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.

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### Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Calls for Service/Officer Initiated Activities	29,424	29,000	30,000
Phone Calls Taken by Telecommunicators	41,903	42,400	45,000
Walk-in/Other Requests	2,034	2,200	2,300

POLICE-COMMUNICATIONS

Fund: General

Function: Public Safety

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

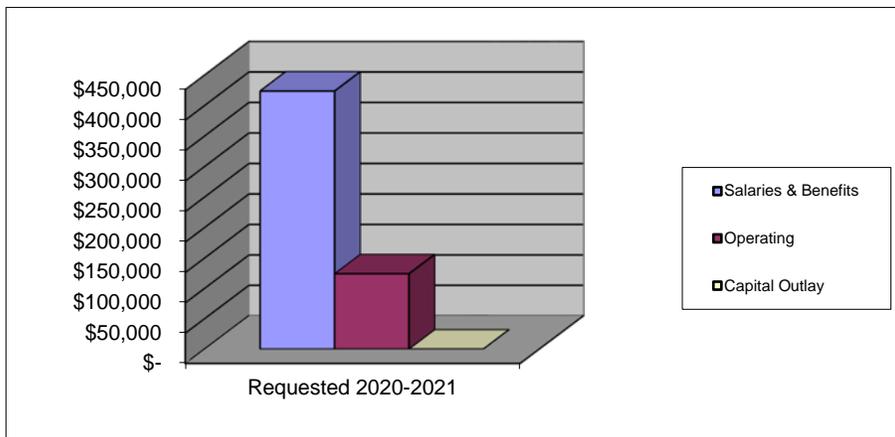
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 339,539	\$ 413,470	\$ 407,270	\$ 423,865
Operating	84,476	115,470	93,870	124,250
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 424,015</b>	<b>\$ 528,940</b>	<b>\$ 501,140</b>	<b>\$ 548,115</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 424,015	\$ 528,940	\$ 501,140	\$ 548,115

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees - Full Time	6.0	6.0	6.0	6.0
Budgeted Employees - Part Time	2.0	2.0	2.0	2.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
 DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Police-Communications	Function: Public Safety			Fund: 10	Department: 514	
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105140200	SALARIES & WAGES	\$ 281,506	\$ 275,227	\$ 278,543	\$ -	\$ 278,543	-1.1%
105140300	OVERTIME	22,000	19,691	25,000	-	25,000	13.6%
105140400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105140500	FICA EXPENSE	23,067	22,561	23,221	-	23,221	0.7%
105140600	GROUP INSURANCE EXPENSE	49,562	49,525	52,288	-	52,288	5.5%
105140700	RETIREMENT EXPENSE	24,001	25,885	30,011	-	30,011	25.0%
105140800	DEFERRED COMPENSATION	13,334	14,381	14,802	-	14,802	11.0%
	EMPLOYEE BENEFITS	413,470	407,270	423,865	-	423,865	
105141300	TELEPHONE	36,000	30,000	36,000	-	36,000	0.0%
105141400	TRAINING & TRAVEL	5,000	3,500	5,000	2,000	7,000	40.0%
105141600	EQUIPMENT MAINTENANCE	35,000	27,000	35,000	-	35,000	0.0%
105142100	RENT	7,000	7,000	7,000	-	7,000	0.0%
105143300	DEPARTMENTAL SUPPLIES	10,600	10,600	10,600	10,000	20,600	94.3%
105143600	UNIFORMS	3,750	3,700	3,750	-	3,750	0.0%
105144500	CONTRACTUAL SERVICES	11,400	11,470	11,400	700	12,100	6.1%
105144510	INS-PROPERTY & GENERAL	6,120	-	2,200	-	2,200	-64.1%
105145300	DUES & SUBSCRIPTIONS	600	600	600	-	600	0.0%
	OPERATING EXPENDITURES	115,470	93,870	111,550	12,700	124,250	
105147403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 528,940</u>	<u>\$ 501,140</u>	<u>\$ 535,415</u>	<u>\$ 12,700</u>	<u>\$ 548,115</u>	

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## 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.

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### Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Crimes Reported	1,082	1,100	1,200
Crimes Reviewed by Investigations	1,082	1,100	1,200
Cases Assigned to Investigations Division	434	440	480
Property/Evidence Processed – By OCA#	1,040	1,100	1,200

POLICE-INVESTIGATIONS

Fund: General

Function: Public Safety

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

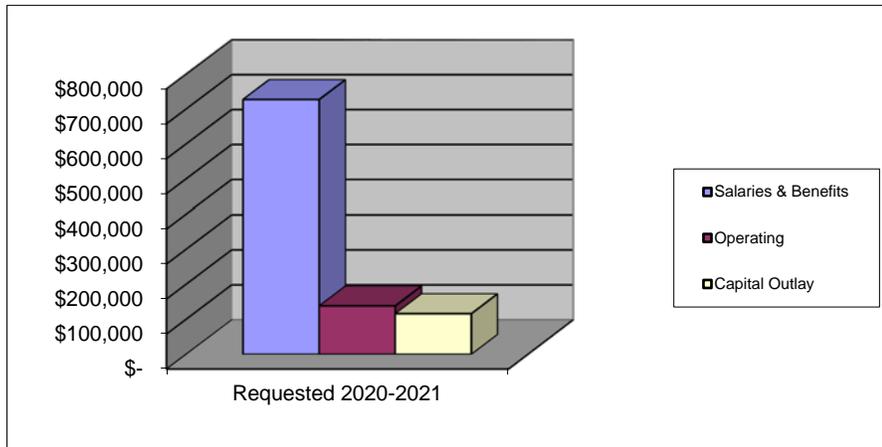
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 664,807	\$ 728,417	\$ 723,560	\$ 727,197
Operating	81,138	164,536	96,350	138,325
Capital Outlay	-	-	-	116,000
<b>Total</b>	<b>\$ 745,945</b>	<b>\$ 892,953</b>	<b>\$ 819,910</b>	<b>\$ 981,522</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 745,945	\$ 892,953	\$ 819,910	\$ 981,522

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	8.0	8.0	8.0	8.0
Budgeted Employees - Part Time	1.0	1.0	1.0	1.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Vehicle Replacement (3) \$ 116,000



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Police-Investigations	Function: Public Safety	Fund: 10	Department: 515			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105150200	SALARIES & WAGES	\$ 471,400	\$ 483,098	\$ 464,194	\$ -	\$ 464,194	-1.5%
105150300	OVERTIME	36,000	32,050	37,080	-	37,080	3.0%
105150130	SEPARATION ALLOWANCE	17,363	17,363	17,363	-	17,363	0.0%
105150150	PD EXTRA DUTY FEE	16,000	4,000	10,000	-	10,000	-37.5%
105150250	SRT/CNT ACTIVATION STIPEND	7,000	2,800	7,000	-	7,000	0.0%
105150400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105150500	FICA EXPENSE	40,576	40,440	40,977	-	40,977	1.0%
105150600	GROUP INSURANCE EXPENSE	66,083	66,036	69,718	-	69,718	5.5%
105150700	RETIREMENT EXPENSE	48,722	52,190	55,676	-	55,676	14.3%
105150800	401K EMPLOYER SHARE	25,273	25,583	25,189	-	25,189	-0.3%
	EMPLOYEE BENEFITS	728,417	723,560	727,197	-	727,197	
105151100	POSTAGE	750	100	750	-	750	0.0%
105151400	TRAINING & TRAVEL	18,000	4,000	10,000	-	10,000	-44.4%
105151700	AUTO REPAIR	7,680	5,000	8,000	-	8,000	4.2%
105152200	LEASED EQUIPMENT	-	-	-	-	-	0.0%
105153100	AUTO OPERATING	19,000	14,000	19,000	-	19,000	0.0%
105153300	DEPARTMENTAL SUPPLIES	23,500	21,900	19,500	-	19,500	-17.0%
105153600	UNIFORMS	15,000	10,000	15,000	-	15,000	0.0%
105153900	SPECIAL OPERATIONS	14,000	8,000	14,000	-	14,000	0.0%
105154500	CONTRACTUAL SERVICES	39,900	17,600	29,900	-	29,900	-25.1%
105154510	INS-PROPERTY & GENERAL	25,706	15,000	21,175	-	21,175	-17.6%
105155300	DUES & SUBSCRIPTIONS	1,000	750	1,000	-	1,000	0.0%
	OPERATING EXPENDITURES	164,536	96,350	138,325	-	138,325	
105157402	CAPITAL-MOTOR VEHICLE	-	-	-	116,000	116,000	0.0%
105157403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	116,000	116,000	
	TOTAL EXPENDITURES	<u>\$ 892,953</u>	<u>\$ 819,910</u>	<u>\$ 865,522</u>	<u>\$ 116,000</u>	<u>\$ 981,522</u>	

**DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL**

Department:	Police-Investigations	Function:	Public Safety
Project Title	Vehicle Replacement (3)	Fund:	General

Project Description:

Funding is requested to replace (3) aging Investigation 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 three (3) 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 their daily duties.

Costs:		2020-2021
Investigation Vehicles (3)		\$116,000
Total:		\$116,000

## 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 1,400 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.

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Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Fires	155	147	150
Overpressure Rupture, Explosion & Overheat	0	0	0
Rescue & Emergency Medical Service Incidents	991	1,140	1,150
Hazardous Condition (No Fire)	82	89	90
Service Calls	81	92	100
Good Intent Calls	255	336	340
False Alarms & False Calls	357	401	410
Severe Weather & Natural Disaster	139	27	35
Special Incident Type	0	0	0
 Total Incident Responses	 2,070	 2,232	 2,275
 Fire Inspections	 1,930	 1,957	 1,960
Fire Investigations	61	52	55
Fire & Life Safety Public Education Classes	268	270	275

FIRE

Fund: General

Function: Public Safety

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

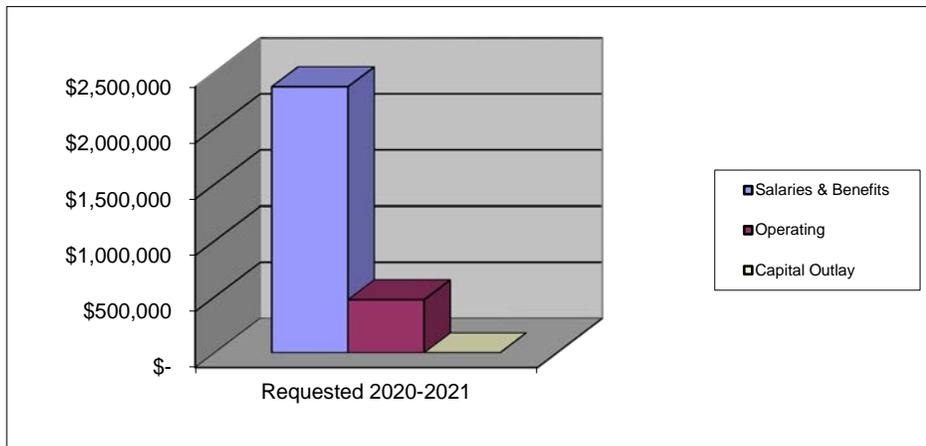
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 1,959,340	\$ 2,318,812	\$ 2,291,082	\$ 2,370,571
Operating	336,949	456,451	443,343	473,085
Capital Outlay	90,803	35,000	685,000	-
<b>Total</b>	<b>\$ 2,387,092</b>	<b>\$ 2,810,263</b>	<b>\$ 3,419,425</b>	<b>\$ 2,843,656</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Fire District	\$ 488,155	\$ 513,953	\$ 473,398	\$ 613,607
Fire Grants	102,839	242,530	237,500	117,180
Donations	25,958	-	2,500	-
General Revenues	1,770,140	2,053,780	2,706,027	2,112,869
<b>Total</b>	<b>\$ 2,387,092</b>	<b>\$ 2,810,263</b>	<b>\$ 3,419,425</b>	<b>\$ 2,843,656</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees-Full Time	33.0	33.0	33.0	33.0
Budgeted Employees-Part Time	17.0	17.0	17.0	17.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
 DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Fire	Function: Public Safety		Fund: 10	Department: 530		
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105300200	SALARIES & WAGES	\$ 1,677,871	\$ 1,665,751	\$ 1,686,777	\$ -	\$ 1,686,777	0.5%
105300150	FIRE EXTRA DUTY FEE	-	2,375	5,000	-	5,000	0.0%
105300300	OVERTIME	15,000	7,500	15,000	-	15,000	0.0%
105300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105300500	FICA EXPENSE	129,506	124,895	130,569	-	130,569	0.8%
105300600	GROUP INSURANCE EXPENSE	272,591	262,000	287,583	-	287,583	5.5%
105300700	RETIREMENT EXPENSE	143,899	146,932	164,483	-	164,483	14.3%
105300800	DEFERRED COMPENSATION	79,945	81,629	81,159	-	81,159	1.5%
	EMPLOYEE BENEFITS	2,318,812	2,291,082	2,370,571	-	2,370,571	
105301100	POSTAGE	400	400	450	-	450	12.5%
105301200	PRINTING	250	250	300	-	300	20.0%
105301300	TELEPHONE	11,000	14,000	13,000	-	13,000	18.2%
105301400	TRAINING & TRAVEL-OPERATE	28,000	16,250	28,000	-	28,000	0.0%
105301401	TRAINING & TRAVEL-INSPECT	4,000	3,000	4,000	-	4,000	0.0%
105301600	EQUIPMENT MAINTENANCE	23,000	23,000	23,000	-	23,000	0.0%
105301700	AUTO REPAIR	28,000	40,000	32,000	-	32,000	14.3%
105301800	UTILITIES	26,000	24,000	25,000	-	25,000	-3.8%
105303100	AUTO OPERATING	40,000	38,000	40,000	-	40,000	0.0%
105303300	DEPARTMENTAL SUPPLIES	170,600	164,393	177,850	-	177,850	4.2%
105303500	LAUNDRY & CLEANING	500	700	700	-	700	40.0%
105303600	UNIFORMS	23,000	22,000	23,000	-	23,000	0.0%
105304500	CONTRACTUAL SERVICES	30,850	24,850	27,350	-	27,350	-11.3%
105304510	INS-PROPERTY & GENERAL	60,351	61,500	66,935	-	66,935	10.9%
105305300	DUES & SUBSCRIPTIONS	6,000	6,500	7,000	-	7,000	16.7%
105305400	INSURANCE & BONDS	4,500	4,500	4,500	-	4,500	0.0%
	OPERATING EXPENDITURES	456,451	443,343	473,085	-	473,085	
105307402	CAPITAL-MOTOR VEHICLE	35,000	685,000	-	-	-	0.0%
105307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	35,000	685,000	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 2,810,263</u>	<u>\$ 3,419,425</u>	<u>\$ 2,843,656</u>	<u>\$ -</u>	<u>\$ 2,843,656</u>	

Town of

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Southern Pines

## 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:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Conditional Use Permits	6	7	8
Zoning Map Amendments	3	4	5
Planned Developments (CDP and PDP)	5	6	8
Subdivision Review (Minors and Final Plats)	9	16	18
Exempt Plat Review	32	40	45
TRC Pre-Application Meetings	19	30	40
Site Plan Review	23	20	24
Architectural Review	10	14	16
Nuisance/Zoning Complaint Notices Sent	13/346	15/400	15/450
Sign Permits	44	70	74
Misc. Zoning Permits (Fences, etc.)	82	100	110

**FY 2019-20 Accomplishments:** During FY 2019-20, the Planning Department continued work on improving day-to-day application processing efficiency, customer service, and code enforcement. In early fall of 2019, the Planning Department implemented a new software program known as SmartGov. This new interactive permitting portal system not only makes the permitting process more efficient but also allows users to check permit and inspection status in real-time. In addition to daily operations, the Planning Department continued work on the Comprehensive Long Range Plan’s Short Term Work Program. The Department also began updating the Town’s Bicycle and Pedestrian Master Plan. A new Planner I was hired in January 2020 and the new position is already yielding results in increased efficiency and reduced application processing times.

**FY 2020-21 Projects:** The Planning Department will continue its work processing a zoning entitlement, site plan and permit applications. Prior to January 1, 2021, staff will be working on an effort to incorporate all required updates to the UDO defined in the new 160D of the North Carolina Statutes. The Department seeks to expand coordination with Public Works to ensure consistency and accuracy in development project construction oversight and administration. Planning staff will also continue its work on the Comprehensive Long Range Plan’s Short Term Work Program. As application volume fluctuates throughout the year, the Department will work on special projects. These projects include work on joint highway corridor standards with Aberdeen and Pinehurst as well as assistance with the DFI Neighborhood Revitalization Strategy.

PLANNING

Fund: General

Function: Economic & Physical  
Development

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

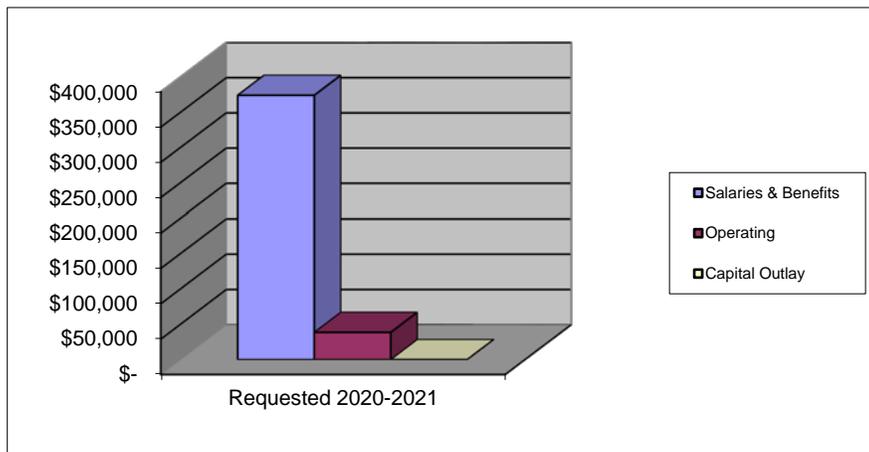
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 563,418	\$ 326,866	\$ 328,666	\$ 374,209
Operating	57,603	94,073	55,061	38,595
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 621,021</b>	<b>\$ 420,939</b>	<b>\$ 383,727</b>	<b>\$ 412,804</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Fees	\$ 379,510	\$ 35,000	\$ 68,740	\$ 50,000
Homeowner Recovery	2,030	-	-	-
General Revenues	239,481	385,939	314,987	362,804
<b>Total</b>	<b>\$ 621,021</b>	<b>\$ 420,939</b>	<b>\$ 383,727</b>	<b>\$ 412,804</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	4.0	5.0	5.0	5.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
 DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Planning	Function: Economic & Physical Development	Fund: 10	Department: 540			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105400200	SALARIES & WAGES	\$ 238,136	\$ 243,870	\$ 269,138	\$ -	\$ 269,138	13.0%
105400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105400500	FICA EXPENSE	18,217	18,249	20,589	-	20,589	13.0%
105400600	GROUP INSURANCE EXPENSE	37,172	33,150	43,573	-	43,573	17.2%
105400700	RETIREMENT EXPENSE	21,434	21,469	27,452	-	27,452	28.1%
105400800	DEFERRED COMPENSATION	11,907	11,928	13,457	-	13,457	13.0%
	EMPLOYEE BENEFITS	326,866	328,666	374,209	-	374,209	
105401100	POSTAGE	1,500	1,000	1,250	-	1,250	-16.7%
105401200	PRINTING	300	200	300	-	300	0.0%
105401300	TELEPHONE	3,000	2,000	2,000	-	2,000	-33.3%
105401400	TRAINING & TRAVEL	5,250	2,750	4,000	3,500	7,500	42.9%
105401600	EQUIPMENT MAINTENANCE	150	-	-	-	-	-100.0%
105401700	AUTO REPAIR	1,500	500	500	-	500	-66.7%
105401800	UTILITIES	3,500	4,000	4,750	-	4,750	35.7%
105403100	AUTO OPERATING	2,000	1,500	2,000	-	2,000	0.0%
105403300	DEPARTMENTAL SUPPLIES	7,350	7,350	2,500	4,500	7,000	-4.8%
105404500	CONTRACTUAL SERVICES	5,111	4,511	3,020	-	3,020	-40.9%
105404510	INS-PROPERTY & GENERAL	3,762	5,750	5,775	-	5,775	53.5%
105404600	PROFESSIONAL SERVICES	57,500	21,600	-	-	-	-100.0%
105404700	CARD PROCESSING FEE	1,750	1,900	2,000	-	2,000	14.3%
105405300	DUES & SUBSCRIPTIONS	1,400	2,000	2,500	-	2,500	78.6%
105406000	HOMEOWNER RECOVERY FD	-	-	-	-	-	0.0%
	OPERATING EXPENDITURES	94,073	55,061	30,595	8,000	38,595	
105407402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 420,939</u>	<u>\$ 383,727</u>	<u>\$ 404,804</u>	<u>\$ 8,000</u>	<u>\$ 412,804</u>	

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## 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:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Building Inspections Performed	748	898	1,078
Electrical Inspections Performed	883	1059	1,270
Mechanical Inspections Performed	734	880	1,056
Other Inspections Performed	80	96	105
Plumbing Inspections Performed	514	617	740
Insulation Inspections Performed	191	230	276
Building Permits Issued (Commercial/Residential)	431	496	520
Electrical Permits Issued	200	230	241
Plumbing Permits Issued	92	110	115
Mechanical Permits Issued	548	685	822
Other Permits Issued	126	157	180

**FY 2018-19 Accomplishments:** During FY 2018-2019, the Inspections Department continued its work processing applications, permits and inspection 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. In early fall of 2019, the Inspections Department implemented a new software program known as SmartGov. This new interactive permitting portal system not only makes the permitting process more efficient but also allows users to check permit and inspection status in real-time.

**FY 2019-20 Projects:** In the upcoming year, the Inspections Department will continue its goals of quality customer service provision and timely inspections. This includes improving SmartGov operations, through continued training and support. Inspection staff will continue ongoing work with adjoining jurisdictions and local, state and federal agencies. The Inspections Department has recently hired a new inspector that will receive a minimum of 3 years of training and must receive all mandatory certifications. The inspections department is currently researching Plan Review software that will decrease human entry error and expedite processing times. Staff also plans to increase its enforcement of minimum housing initiatives. Staff training and education will continue so that we can provide the best service possible to our community.

## 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.

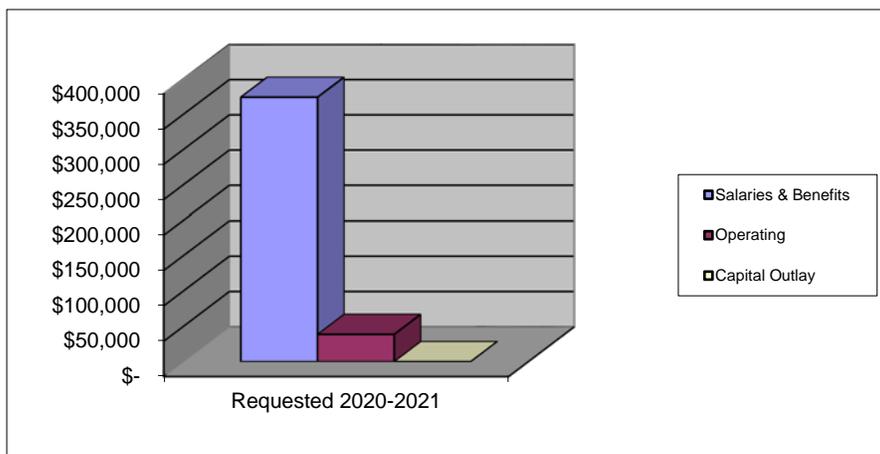
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ -	\$ 376,892	\$ 342,964	\$ 370,554
Operating	-	46,798	30,061	46,345
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 423,690</b>	<b>\$ 373,025</b>	<b>\$ 416,899</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Fees	\$ -	\$ 275,000	\$ 327,243	\$ 300,000
Homeowner Recovery	-	1,000	1,540	1,000
General Revenues	-	147,690	44,242	115,899
<b>Total</b>	<b>\$ -</b>	<b>\$ 423,690</b>	<b>\$ 373,025</b>	<b>\$ 416,899</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	-	5.0	5.0	5.0

### 2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Inspections	Function: Economic & Physical Development	Fund: 10	Department: 545			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105450200	SALARIES & WAGES	\$ 275,862	\$ 252,225	\$ 266,162	\$ -	\$ 266,162	-3.5%
105450400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105450500	FICA EXPENSE	21,105	18,710	20,362	-	20,362	-3.5%
105450600	GROUP INSURANCE EXPENSE	41,303	36,456	43,573	-	43,573	5.5%
105450700	RETIREMENT EXPENSE	24,828	22,348	27,149	-	27,149	9.3%
105450800	DEFERRED COMPENSATION	13,794	13,225	13,308	-	13,308	-3.5%
	EMPLOYEE BENEFITS	376,892	342,964	370,554	-	370,554	
105451100	POSTAGE	375	200	375	-	375	0.0%
105451200	PRINTING	300	100	200	-	200	-33.3%
105451300	TELEPHONE	2,250	3,000	3,000	-	3,000	33.3%
105451400	TRAINING & TRAVEL	8,500	2,000	6,000	1,500	7,500	-11.8%
105451600	EQUIPMENT MAINTENANCE	150	-	-	-	-	-100.0%
105451700	AUTO REPAIR	2,000	1,000	2,500	-	2,500	25.0%
105451800	UTILITIES	3,000	4,000	4,750	-	4,750	58.3%
105453100	AUTO OPERATING	4,500	3,000	4,500	-	4,500	0.0%
105453300	DEPARTMENTAL SUPPLIES	13,750	4,000	5,000	1,000	6,000	-56.4%
105454500	CONTRACTUAL SERVICES	2,011	1,911	2,020	-	2,020	0.4%
105454510	INS-PROPERTY & GENERAL	3,762	6,500	6,600	-	6,600	75.4%
105454600	PROFESSIONAL SERVICES	1,150	-	-	3,000	3,000	160.9%
105454700	CARD PROCESSING FEE	1,750	2,000	2,500	-	2,500	42.9%
105455300	DUES & SUBSCRIPTIONS	1,400	750	1,500	-	1,500	7.1%
105456000	HOMEOWNER RECOVERY FD	1,900	1,600	1,900	-	1,900	0.0%
	OPERATING EXPENDITURES	46,798	30,061	40,845	5,500	46,345	
105457402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 423,690</u>	<u>\$ 373,025</u>	<u>\$ 411,399</u>	<u>\$ 5,500</u>	<u>\$ 416,899</u>	

Town of

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## STREETS

**Narrative:** The objective of the Streets Division is to keep all public transportation routes open and in a safe traveling condition. The Streets Division plans to maintain approximately 167.07 lane miles of paved streets and 0.64 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:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Tons of Asphalt Placed (Town Forces)	688	800	700
Sq. Yards of Sidewalk Placed (Town Forces)	113	120	150
Sq. Yards of Sidewalk Placed (Contractor)	0	1675	TBD
Linear Feet – Storm Drainage Pipe Installed	306	150	200
Traffic Signs Installed	359	200	250
Miles of Paved Streets Maintained	166.67	167.07	167.32
Miles of Streets Resurfaced	1.40	1.62	1.30
Miles of Streets Swept	3,713	4,657	4,500

**FY 2019-20 Accomplishments:** During FY 2019-20, the Division continued its effort of phasing out dirt roads with the paving of the last two unimproved blocks of North Hale Street. The division completed over one-mile of crack sealing on Town roads. The division also completed the West Wisconsin Avenue stormwater and road repair project, the stormwater project along Clearfield Lane, and added more parking downtown with the road diet/travel lane conversion to on-street diagonal parking on the 300 Block of Northwest Broad Street. FY 2019-20 work also included continued work towards new sidewalk and curb installations per our sidewalk master plan, with the completion of sidewalk along South Carlisle Street and the commencement of new sidewalk along Bennett Street. The division also completed a parking project at the Campbell House, with the addition of two ADA parking places. The periodic Pavement Condition Survey was completed in FY 2019-20; this survey dictates the priority schedule for road resurfacing and reconstruction for the next four years within the Town.

**FY 2020-21 Projects:** In FY 2020-21, work will continue with sidewalk installations along Bennett Street. As part of the dirt road repaving schedule, the division seeks to pave the 600 block of Southeast Broad Street. Other paving projects include the resurfacing of North Knoll Road between Midland Road and Airport Road. The division is seeking to provide more parking spaces in the downtown; these projects may include simple striping or construction projects that include new curbing, asphalt and the like. Brick projects throughout the historic district to improve pedestrian safety and reduce maintenance are also proposed as part of the FY 2020-21 budget.

STREET

Fund: General

Function: Transportation

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

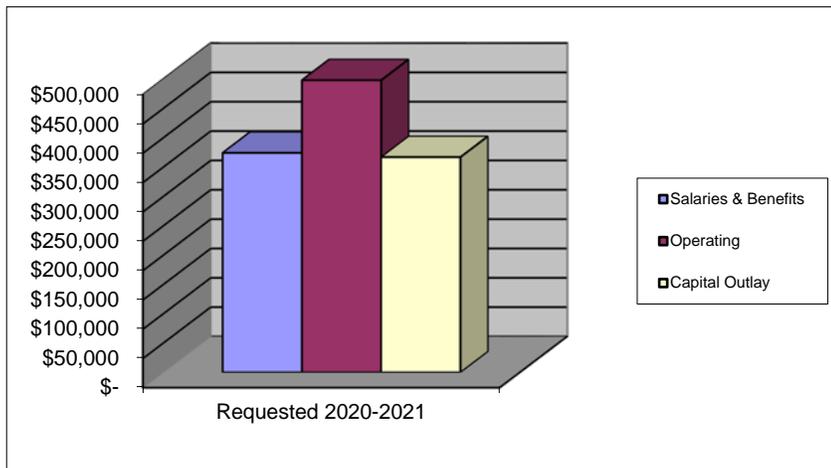
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 511,951	\$ 804,990	\$ 717,781	\$ 797,155
Operating	373,293	477,036	476,585	498,075
Capital Outlay	438,045	451,000	379,676	367,000
<b>Total</b>	<b>\$ 1,323,289</b>	<b>\$ 1,733,026</b>	<b>\$ 1,574,042</b>	<b>\$ 1,662,230</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Powell Bill	\$ 403,744	\$ 401,000	\$ 404,177	\$ 401,000
Street Revenue	43,690	30,000	32,800	30,000
General Revenues	875,855	1,302,026	1,137,065	1,231,230
<b>Total</b>	<b>\$ 1,323,289</b>	<b>\$ 1,733,026</b>	<b>\$ 1,574,042</b>	<b>\$ 1,662,230</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	10.0	15.0	15.0	15.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Flat Bed Dump Truck \$ 92,000  
Annual Paving 275,000



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Street	Function: Transportation	Fund: 10	Department: 560			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105600200	SALARIES & WAGES	\$ 549,871	\$ 491,595	\$ 529,978	\$ -	\$ 529,978	-3.6%
105600300	OVERTIME	10,000	10,000	12,500	-	12,500	25.0%
105600400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105600500	FICA EXPENSE	42,831	36,720	41,500	-	41,500	-3.1%
105600600	GROUP INSURANCE EXPENSE	123,905	110,866	130,720	-	130,720	5.5%
105600700	RETIREMENT EXPENSE	50,389	44,100	55,333	-	55,333	9.8%
105600800	DEFERRED COMPENSATION	27,994	24,500	27,124	-	27,124	-3.1%
	EMPLOYEE BENEFITS	804,990	717,781	797,155	-	797,155	
105601300	TELEPHONE	7,500	8,000	10,000	-	10,000	33.3%
105601400	TRAINING & TRAVEL	7,500	7,000	11,000	-	11,000	46.7%
105601600	EQUIPMENT MAINTENANCE	25,000	31,200	30,000	-	30,000	20.0%
105601700	AUTO REPAIR	15,000	13,000	15,000	-	15,000	0.0%
105601800	UTILITIES	145,000	144,000	165,000	-	165,000	13.8%
105603100	AUTO OPERATING	35,000	30,200	35,000	-	35,000	0.0%
105603300	DEPARTMENTAL SUPPLIES	148,500	158,000	153,000	-	153,000	3.0%
105604500	CONTRACTUAL SERVICES	36,700	33,610	38,200	-	38,200	4.1%
105604510	INS-PROPERTY & GENERAL	38,261	35,000	38,500	-	38,500	0.6%
105604550	DOWNTOWN STREET LIGHTING	-	-	-	-	-	0.0%
105604600	PROFESSIONAL SERVICES	18,200	16,200	2,000	-	2,000	-89.0%
105605300	DUES & SUBSCRIPTIONS	375	375	375	-	375	0.0%
	OPERATING EXPENDITURES	477,036	476,585	498,075	-	498,075	
105607300	PAVING	275,000	275,000	275,000	-	275,000	0.0%
105607402	CAPITAL-MOTOR VEHICLE	70,000	65,000	92,000	-	92,000	0.0%
105607403	CAPITAL-OTHER EQUIPMENT	106,000	39,676	-	-	-	0.0%
105607405	CAPITAL-BLDGS & STRUCTURE	-	-	-	-	-	0.0%
105607500	CONSTRUCTION	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	451,000	379,676	367,000	-	367,000	
	TOTAL EXPENDITURES	<u>\$ 1,733,026</u>	<u>\$ 1,574,042</u>	<u>\$ 1,662,230</u>	<u>\$ -</u>	<u>\$ 1,662,230</u>	



## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department: Streets	Function: General Government
Project Title: Annual Resurfacing Projects	Fund: General

Project Description:

Continuation of our annual resurfacing schedule for the roadways within the Town of Southern Pines in congruence with the Pavement Condition Survey.

Costs		2020-21
Capital		\$275,000
Total		\$275,000

Town of

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Southern Pines

## PUBLIC WORKS ADMINISTRATIVE/SANITATION

**Narrative:** The objectives of the Public Works 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.

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Performance Measures:

	2018-2019	2019-2020	2020-2021
	Actual	Projected	Proposed
Miles of Water Line Inspected	2.56	2.17	3.56
Miles of Sewer Line Inspected	2.33	2.39	2.00
Miles of Street Construction Inspected	1.04	1.76	1.87
Erosion Control Permits Issued	187	195	205
Erosion Control Inspections Site Visits	764	830	910
Recycling Tons Collected	1,206	1,200	1,230
Grease Trap Inspections	226	222	230
Capital Projects (\$MM)	\$0.926	\$2.096	\$7.030

**FY 2019-20 Accomplishments:** The division inspected the installation of improvements at numerous residential and commercial developments. Commercial development continue in Morganton Park, Tyler’s Ridge and smaller strip centers along US Highway 1 and US Highway 15-501. Residential development continued with Longleaf Golf & Family Club, Caropines, Ravensbrook, the Cottages on Midland and the Cottages on May in addition to a great number of smaller infill lot projects. The division assisted in numerous capital projects in conjunction with the Streets and Utilities Departments, including the Wisconsin Ave Culvert Replacement, Carlisle Street Sidewalk, Hale Street Paving, and the Warrior Woods Force Main Replacement. The division entered into fifteen engineering services contracts associated with current and planned capital projects including the formulation of a Utility Capital Improvement Plan, System Development Fee Study, Utility Rate Study, and initiated engineering for Water Treatment Plant Upgrades and multiple water and sewer infrastructure replacements. In FY 2019-20, the solid waste collection contract was in year two of a five-year contract.

**FY 2020-21 Projects:** The solid waste collection contract will in the third year of the renewed five-year contract. Inspections will continue with numerous commercial and residential projects slated for construction. Upgrades per the CIP for the water treatment plant will continue. The initial phase of the Warrior Woods Lift Station project will be completed. Various water and sewer projects will complete engineering and move on to construction including the East Morganton Road and Pennsylvania waterline replacements, and the ARO Lift Station Replacement. The division will provide assistance and design for a number of other projects including the implementation of the sewer system Rehabilitation and Replacement program, the dirt road paving projects, and the continued Sidewalk Master Plan implementation.

PUBLIC WORKS/SANITATION

Fund: General

Function: General Government

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

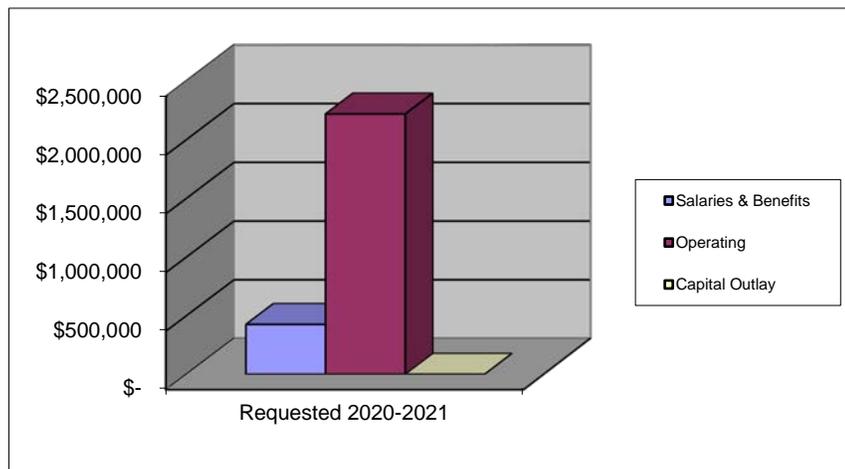
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 190,513	\$ 426,256	\$ 416,948	\$ 425,824
Operating	1,869,299	2,008,920	1,987,795	2,218,899
Capital Outlay	32,478	-	-	-
<b>Total</b>	<b>\$ 2,092,290</b>	<b>\$ 2,435,176</b>	<b>\$ 2,404,743</b>	<b>\$ 2,644,723</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Fees	\$ 32,982	\$ 14,000	\$ 57,870	\$ 15,000
Disposal Fees	701,310	786,440	791,850	916,116
General Revenues	1,357,998	1,634,736	1,555,023	1,713,607
<b>Total</b>	<b>\$ 2,092,290</b>	<b>\$ 2,435,176</b>	<b>\$ 2,404,743</b>	<b>\$ 2,644,723</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	4.0	4.0	4.0	4.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Public Works/Sanitation	Function: General Government	Fund: 10	Department: 565			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105650200	SALARIES & WAGES	\$ 323,233	\$ 318,265	\$ 318,245	\$ -	\$ 318,245	-1.5%
105650400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105650500	FICA EXPENSE	24,728	23,689	24,346	-	24,346	-1.5%
105650600	GROUP INSURANCE EXPENSE	33,042	31,642	34,859	-	34,859	5.5%
105650700	RETIREMENT EXPENSE	29,091	27,869	32,461	-	32,461	11.6%
105650800	DEFERRED COMPENSATION	16,162	15,483	15,913	-	15,913	-1.5%
	EMPLOYEE BENEFITS	426,256	416,948	425,824	-	425,824	
105651100	POSTAGE	300	300	300	-	300	0.0%
105651200	PRINTING	100	100	500	-	500	400.0%
105651300	TELEPHONE	4,200	4,200	4,200	-	4,200	0.0%
105651400	TRAINING & TRAVEL	14,750	9,500	15,750	-	15,750	6.8%
105651700	AUTO REPAIR	1,000	1,000	2,000	-	2,000	100.0%
105651800	UTILITIES	7,750	3,750	4,200	-	4,200	0.0%
105653100	AUTO OPERATING	10,000	10,000	10,000	-	10,000	0.0%
105653300	DEPARTMENTAL SUPPLIES	4,500	13,500	4,500	-	4,500	0.0%
105654500	CONTRACTUAL SERVICES	1,947,000	1,937,300	2,147,679	-	2,147,679	10.3%
105654510	INS-PROPERTY & GENERAL	4,125	4,125	5,500	-	5,500	33.3%
105654600	PROFESSIONAL SERVICES	10,000	-	10,000	10,000	20,000	100.0%
105655300	DUES & SUBSCRIPTIONS	5,195	4,020	4,270	-	4,270	-17.8%
	OPERATING EXPENDITURES	2,008,920	1,987,795	2,208,899	10,000	2,218,899	
105657401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105657402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105657403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 2,435,176</u>	<u>\$ 2,404,743</u>	<u>\$ 2,634,723</u>	<u>\$ 10,000</u>	<u>\$ 2,644,723</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.

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### Performance Measures:

	2018-2019	2019-2020	2020-2021
	Actual	Projected	Proposed
Preventative Maintenance	172	180	190
State Inspections	124	130	130
Tire Changes/Repaired	173	175	175
Brake Repairs	25	30	35
Misc. Repairs	464	465	475
Total Work Orders	814	980	1,000

**FY 2019-20 Accomplishments:** During FY 2019-20, 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. During FY 2019-20, the division has continued implementing the new 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. The Fleet Maintenance Division also continued with its surplus schedule bringing in revenues from replaced or beyond service life vehicles and equipment.

**FY 2020-21 Projects:** In the upcoming year, the Fleet Maintenance division seeks to continue its preventative maintenance and overall maintenance on the Town's fleet.

FLEET MAINTENANCE

Fund: General

Function: General Government

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

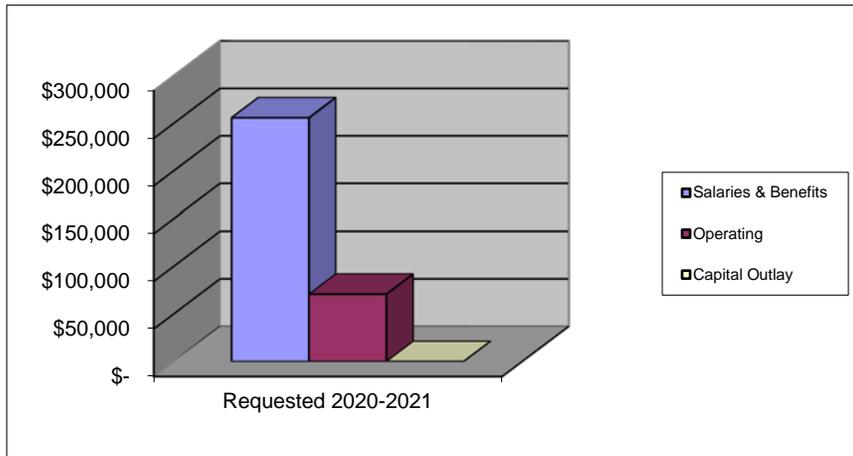
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 254,048	\$ 280,083	\$ 242,122	\$ 255,866
Operating	57,742	67,267	67,550	70,750
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 311,790</b>	<b>\$ 347,350</b>	<b>\$ 309,672</b>	<b>\$ 326,616</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 311,790	\$ 347,350	\$ 309,672	\$ 326,616

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees-Full Time	4.0	4.0	4.0	4.0
Budgeted Employees-Part Time	-	-	-	-

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Fleet Maintenance	Function: General Government	Fund: 10	Department: 580			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
105800200	SALARIES & WAGES	\$ 202,324	\$ 177,945	\$ 178,900	\$ -	\$ 178,900	-11.6%
105800300	OVERTIME	750	750	1,000	-	1,000	33.3%
105800400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105800500	FICA EXPENSE	15,536	13,613	13,762	-	13,762	-11.4%
105800600	GROUP INSURANCE EXPENSE	33,042	24,900	34,859	-	34,859	5.5%
105800700	RETIREMENT EXPENSE	18,277	16,016	18,350	-	18,350	0.4%
105800800	DEFERRED COMPENSATION	10,154	8,898	8,995	-	8,995	-11.4%
	EMPLOYEE BENEFITS	280,083	242,122	255,866	-	255,866	
105801300	TELEPHONE	1,200	1,200	1,200	-	1,200	0.0%
105801400	TRAINING & TRAVEL	4,500	3,000	4,500	-	4,500	0.0%
105801600	EQUIPMENT MAINTENANCE	3,000	3,000	3,000	-	3,000	0.0%
105801700	AUTO REPAIR	2,000	2,000	2,000	-	2,000	0.0%
105801800	UTILITIES	5,500	5,500	6,300	-	6,300	14.5%
105803100	AUTO OPERATING	3,000	3,300	3,300	-	3,300	10.0%
105803300	DEPARTMENTAL SUPPLIES	25,000	25,000	25,000	-	25,000	0.0%
105804500	CONTRACTUAL SERVICES	14,500	16,000	16,100	-	16,100	11.0%
105804510	INS-PROPERTY & GENERAL	8,017	8,000	8,800	-	8,800	9.8%
105805300	DUES & SUBSCRIPTIONS	550	550	550	-	550	0.0%
	OPERATING EXPENDITURES	67,267	67,550	70,750	-	70,750	
105807401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105807402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105807403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 347,350</u>	<u>\$ 309,672</u>	<u>\$ 326,616</u>	<u>\$ -</u>	<u>\$ 326,616</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 three parks trucks (\$110,000); Pro Gator and Sprayer for parks (\$40,000); Funding for parking lot improvements at the Douglass Community Center (\$305,500) and at the Morganton Road Sports Complex (\$350,000); and a performance stage at the Downtown Park (275,000).

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.

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Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Recreation Program Hours Conducted	5,995	6,200	6,400
Enrolled Participants	21,113	21,000	22,000
Outdoor special Event Permits Issued	40	40	40
Rental of Facilities	810	650	800
Trail Miles Maintained	210	230	230
Reservoir Park – Estimated Visitors	226,967	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.

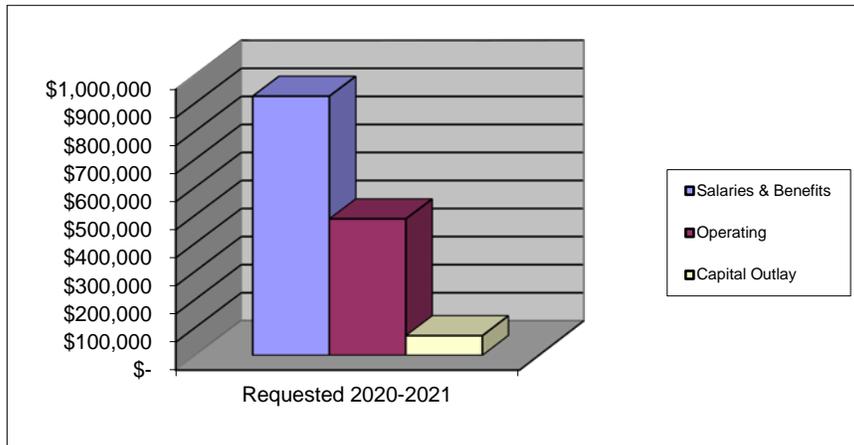
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 444,960	\$ 906,686	\$ 854,308	\$ 923,523
Operating	250,866	524,782	487,070	486,130
Capital Outlay	110,990	40,000	29,753	70,000
<b>Total</b>	<b>\$ 806,816</b>	<b>\$ 1,471,468</b>	<b>\$ 1,371,131</b>	<b>\$ 1,479,653</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Fees	\$ 209,450	\$ 195,000	\$ 150,000	\$ 195,000
Facility Rental Fees	37,855	35,000	35,000	35,000
Grants	1,350	1,000	-	1,000
General Revenues	558,161	1,240,468	1,186,131	1,248,653
<b>Total</b>	<b>\$ 806,816</b>	<b>\$ 1,471,468</b>	<b>\$ 1,371,131</b>	<b>\$ 1,479,653</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees-Full Time	5.0	12.0	12.0	13.0
Budgeted Employees-Part Time	27.0	27.0	29.0	29.0

### 2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Truck replacement (#980)	\$ 35,000
Truck replacement (#981)	35,000
Park Tech (new position)	46,517



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Recreation	Function: Cultural & Recreation	Fund: 10	Department: 620			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
106200200	SALARIES & WAGES	\$ 662,853	\$ 617,070	\$ 641,972	\$ 30,770	\$ 672,742	1.5%
106200300	OVERTIME	14,400	10,000	2,500	-	2,500	0.0%
106200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106200500	FICA EXPENSE	53,203	47,634	49,302	2,354	51,656	-2.9%
106200600	GROUP INSURANCE EXPENSE	99,124	95,125	104,576	8,715	113,291	14.3%
106200700	RETIREMENT EXPENSE	48,984	54,308	52,782	3,139	55,921	14.2%
106200800	DEFERRED COMPENSATION	28,122	30,171	25,874	1,539	27,413	-2.5%
	EMPLOYEE BENEFITS	906,686	854,308	877,006	46,517	923,523	
106201100	POSTAGE	300	250	300	-	300	0.0%
106201200	PRINTING	11,000	6,000	10,000	-	10,000	-9.1%
106201300	TELEPHONE	7,000	6,500	7,000	-	7,000	0.0%
106201400	TRAINING & TRAVEL	8,900	4,000	8,900	-	8,900	0.0%
106201500	BUILDING & GROUNDS	41,450	40,900	61,750	-	61,750	49.0%
106201600	EQUIPMENT MAINTENANCE	10,800	10,800	12,000	-	12,000	11.1%
106201700	AUTO REPAIR	6,500	11,000	12,000	-	12,000	84.6%
106201800	UTILITIES	48,000	44,000	54,500	-	54,500	13.5%
106202100	RENT	3,500	3,500	3,500	-	3,500	0.0%
106203100	AUTO OPERATING	18,000	18,000	19,000	-	19,000	5.6%
106203300	DEPARTMENTAL SUPPLIES	58,400	55,990	52,450	-	52,450	-10.2%
106203500	LAUNDRY & CLEANING	300	150	300	-	300	0.0%
106204500	CONTRACTUAL SERVICES	204,175	195,480	105,780	-	105,780	-48.2%
106204501	CONTRACTUAL SERV-GRANT	2,500	1,000	2,500	-	2,500	0.0%
106204510	INS-PROPERTY & GENERAL	39,957	25,500	29,150	-	29,150	-27.0%
106204600	PROFESSIONAL SERVICES	5,000	5,000	35,000	-	35,000	600.0%
106204700	CARD PROCESSING FEE	1,200	1,200	1,200	-	1,200	0.0%
106205200	CHEMICALS	-	-	36,000	-	36,000	0.0%
106205300	DUES & SUBSCRIPTIONS	2,800	2,800	2,800	-	2,800	0.0%
106207300	RESERVOIR PARK EXPENSE	55,000	55,000	32,000	-	32,000	-41.8%
	OPERATING EXPENDITURES	524,782	487,070	486,130	-	486,130	
106207402	CAPITAL-MOTOR VEHICLE	-	-	70,000	-	70,000	0.0%
106207403	CAPITAL-EQUIPMENT	40,000	29,753	-	-	-	0.0%
	CAPITAL OUTLAY	40,000	29,753	70,000	-	70,000	
	TOTAL EXPENDITURES	<u>\$ 1,471,468</u>	<u>\$ 1,371,131</u>	<u>\$ 1,433,136</u>	<u>\$ 46,517</u>	<u>\$ 1,479,653</u>	

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department: Recreation	Function: Cultural and Recreation
Project Title Truck 981 Replacement	Fund: General

**Project Description:**

Replace 2008 Ford 150 with 76k+ miles that has been repaired multiple times by garage and outside vendors. New truck would be F150 as recommended by Garage Supervisor.

Costs	2020-2021
<b>Total</b>	<b>\$35,000</b>

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Recreation	Function:	Cultural and Recreation
Project Title	Truck 980 Replacement	Fund:	General

### Project Description:

Replace 2008 Ford 150 with 73k+ miles that has been repaired multiple times by garage and outside vendors. New truck would be F150 as recommended by Garage Supervisor.

Costs		2020-2021
Total		\$35,000

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Recreation & Parks	Function:	Cultural and Recreation
Project Title	Park Tech II Position	Fund:	General

### Project Description:

This requested position will work a five-day workweek that will include working on Saturday and Sunday. The position will perform Park Tech II duties as well as weekend janitorial duties in Recreation facilities and other town buildings (such as the library). The position will also perform simple repairs in Town buildings; touch up cleaning and repairs on Town buildings that are reserved on weekends; downtown cleaning, including trash removal when necessary; mowing park areas or cemetery; greenway trail repair and blowing; park ranger duties that include enforcing rules and regulations such as at the Reservoir Park; and seasonal ball field maintenance for Town sponsored program and rentals.

Costs	2020-2021
Salary & Other Benefits	\$46,517
Operations	
Total	\$46,517

## 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:	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Total Circulation – All Materials	130,898	139,900	143,900
Library Attendance	85,125	85,000	87,000
Total In-House Use (estimate)	20,682	21,870	22,500
Volumes added	4,758	4,500	4,500
Volumes withdrawn	4,247	5,000	5,000
Total Programs Held	742	715	725
Total Attendance at Programs (estimate)	18,173	17,569	17,500
Reference/Directional Transactions (estimate)	12,237	13,436	13,700
Interlibrary Loan Transactions	422	525	500
Library Users Registered (total)	7,571	7,600	7,700
Web visitors www.sppl.net (library)	42,122	43,000	44,000

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.

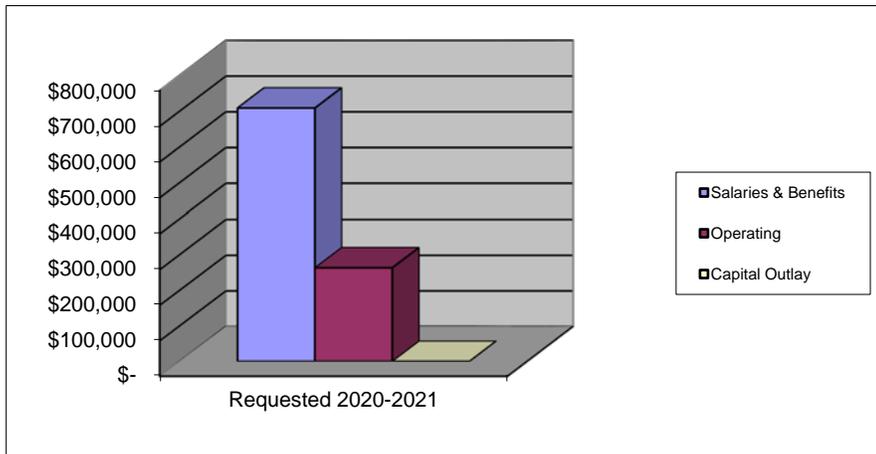
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 639,994	\$ 713,700	\$ 696,315	\$ 708,831
Operating	239,817	271,219	260,018	263,276
Capital Outlay	-	179,020	179,020	-
<b>Total</b>	<b>\$ 879,811</b>	<b>\$ 1,163,939</b>	<b>\$ 1,135,353</b>	<b>\$ 972,107</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
State Aid	\$ 6,138	\$ 6,100	\$ 5,948	\$ 5,951
Fees	46,157	40,000	35,000	40,000
General Revenues	827,516	1,117,839	1,094,405	926,156
<b>Total</b>	<b>\$ 879,811</b>	<b>\$ 1,163,939</b>	<b>\$ 1,135,353</b>	<b>\$ 972,107</b>

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees-Full Time	9.0	9.0	9.0	9.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Library	Function: Cultural & Recreation	Fund: 10	Department: 630			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
106300200	SALARIES & WAGES	\$ 531,497	\$ 518,658	\$ 519,331	\$ -	\$ 519,331	-2.3%
106300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106300500	FICA EXPENSE	40,660	39,678	39,729	-	39,729	-2.3%
106300600	GROUP INSURANCE EXPENSE	74,343	66,120	78,432	-	78,432	5.5%
106300700	RETIREMENT EXPENSE	43,200	46,557	47,872	-	47,872	10.8%
106300800	DEFERRED COMPENSATION	24,000	25,302	23,467	-	23,467	-2.2%
	EMPLOYEE BENEFITS	713,700	696,315	708,831	-	708,831	
106301100	POSTAGE	3,075	1,800	2,000	-	2,000	-35.0%
106301200	PRINTING	-	-	-	-	-	0.0%
106301300	TELEPHONE	850	1,200	1,500	-	1,500	76.5%
106301400	TRAINING & TRAVEL	11,000	7,000	11,000	-	11,000	0.0%
106301600	EQUIPMENT MAINTENANCE	2,500	2,500	2,000	-	2,000	-20.0%
106301800	UTILITIES	44,300	42,000	46,000	-	46,000	3.8%
106303300	DEPARTMENTAL SUPPLIES	27,700	33,188	25,950	-	25,950	-6.3%
106303400	MATERIALS & LIBRARY BOOKS	107,480	107,480	100,000	-	100,000	-7.0%
106303401	STATE AID MATERIALS	6,100	6,100	5,951	-	5,951	-2.4%
106303403	DONATION EXPENSES	3,000	3,000	3,000	-	3,000	0.0%
106303500	PERIODICALS	9,000	6,000	6,000	-	6,000	-33.3%
106303600	AUDIO-VISUAL	4,000	2,000	2,000	-	2,000	-50.0%
106304500	CONTRACTUAL SERVICES	44,400	40,000	48,750	-	48,750	9.8%
106304510	INS-PROPERTY & GENERAL	2,814	2,750	4,125	-	4,125	46.6%
106305300	DUES & SUBSCRIPTIONS	5,000	5,000	5,000	-	5,000	0.0%
	OPERATING EXPENDITURES	271,219	260,018	263,276	-	263,276	
106307401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
106307403	CAPITAL-OTHER EQUIPMENT	179,020	179,020	-	-	-	0.0%
	CAPITAL OUTLAY	179,020	179,020	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 1,163,939</u>	<u>\$ 1,135,353</u>	<u>\$ 972,107</u>	<u>\$ -</u>	<u>\$ 972,107</u>	

Town of

Chartered 1887

Southern Pines

## BUILDING & GROUNDS

**Narrative:** The Buildings & Grounds Division of Public Works provides expertise, labor, 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, maintenance of all Town owned buildings and horticultural services for Town properties. The division maintains the public property 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, comprised of one horticulture crew, one janitorial crew, one building maintenance crew, one Arborist and the Buildings and Grounds superintendent.

Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Grounds Maintenance:			
Class A (acres)	87.1	1	1
Horticulture Services (acres)	42	42	42
Building Maintenance and Janitorial :			
Total Square Footage	139,192	141,088	144,463
Works Orders	410	2,400	2,600

**FY 2019-20 Accomplishments:** The Division completed a partial interior renovation at the Public Works Annex building to provide new office space for the IT Department and Public Work Administration staff. The horticulture crew worked in conjunction with the Appearance Commission on Arbor Day, downtown street tree replacements, downtown planter pots as well as the planting of thirty-nine Crape Myrtles in the median along Brucewood Road. The formal garden at the Campbell house was also renovated. Numerous building electrical, cosmetic and HVAC repairs and replacements took place in FY 2019-20. The Library received new LED lighting. New decorative benches were installed throughout the historic district. Division staff coordinated the repaving of the Library parking lot and replaced two electric car chargers with newer technology. The hardwood flooring at the Campbell House was refinished and new windows were installed in the athletic director's office.

**FY 2020-21 Projects:** The Division has a number of flooring projects planned as well as exterior painting on four of our buildings. Contracted work will continue as we implement the repairs and replacements identified in the Building Condition and Needs Assessment prepared by our consultant, Creech & Associates. The Library will receive new ceiling tiles and drinking fountains. The division will continue to work with the Appearance Commission on street tree replacements, annual color and Arbor Day. There are a number of interior painting projects planned as well. The Division will also hold a lead role in the anticipated exterior and interior upfit of the Public Works Annex. The addition of a new man lift, requested as part of the capital budget for FY 2020-21, will increase our ability to perform maintenance on gutters, roof structures, outdoor lighting and trees in a safe and efficient manner.

## 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.

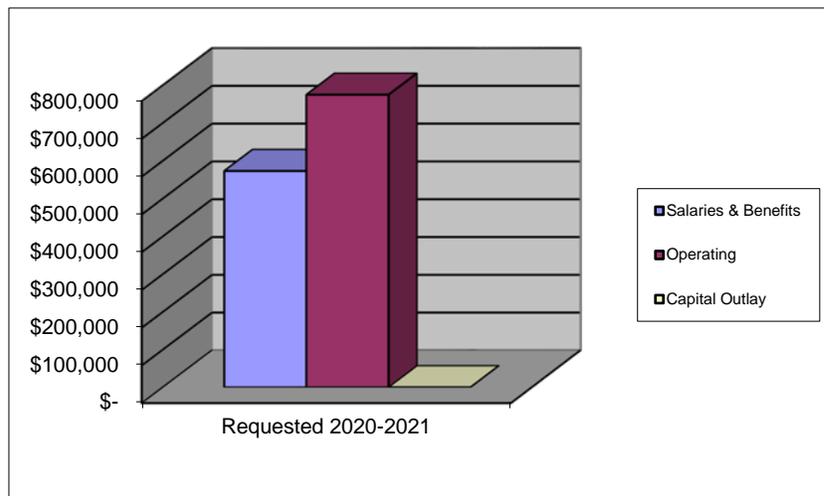
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 1,035,973	\$ 554,159	\$ 562,206	\$ 572,967
Operating	632,016	816,114	757,140	774,730
Capital Outlay	52,714	300,000	300,000	-
<b>Total</b>	<b>\$ 1,720,703</b>	<b>\$ 1,670,273</b>	<b>\$ 1,619,346</b>	<b>\$ 1,347,697</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
General Revenues	\$ 1,720,703	\$ 1,670,273	\$ 1,619,346	\$ 1,347,697

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees-Full Time	22.0	10.0	10.0	10.0

### 2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Building & Grounds	Function: General Government	Fund: 10	Department: 640			
Object Code	Object Title	2019-2020 Budget as of 3/31/2020	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
106400200	SALARIES & WAGES	\$ 385,368	\$ 395,359	\$ 391,954	\$ -	\$ 391,954	1.7%
106400300	OVERTIME	2,000	1,000	3,500	-	3,500	0.0%
106400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106400500	FICA EXPENSE	29,634	29,438	30,257	-	30,257	2.1%
106400600	GROUP INSURANCE EXPENSE	82,604	82,536	87,146	-	87,146	5.5%
106400700	RETIREMENT EXPENSE	35,182	34,633	40,337	-	40,337	14.7%
106400800	DEFERRED COMPENSATION	19,371	19,240	19,773	-	19,773	2.1%
	EMPLOYEE BENEFITS	554,159	562,206	572,967	-	572,967	
106401300	TELEPHONE	5,860	6,000	6,500	-	6,500	10.9%
106401400	TRAINING & TRAVEL	3,000	2,500	4,000	-	4,000	33.3%
106401500	BUILDING & GROUNDS	145,000	142,517	142,000	-	142,000	-2.1%
106401600	EQUIPMENT MAINTENANCE	10,000	12,000	12,000	-	12,000	20.0%
106401700	AUTO REPAIR	5,000	5,000	5,000	-	5,000	0.0%
106401800	UTILITIES	100,000	85,000	100,000	-	100,000	0.0%
106402100	RENT	-	-	-	-	-	0.0%
106403100	AUTO OPERATING	15,000	20,000	21,000	-	21,000	40.0%
106403300	DEPARTMENTAL SUPPLIES	94,400	105,600	106,650	-	106,650	13.0%
106404500	CONTRACTUAL SERVICES	83,450	52,824	89,880	-	89,880	7.7%
106404510	INS-PROPERTY & GENERAL	11,904	31,250	33,000	-	33,000	177.2%
106404600	PROFESSIONAL SERVICES	241,500	201,449	197,700	-	197,700	-18.1%
106405200	CHEMICALS	42,500	34,500	18,500	-	18,500	-56.5%
106405300	DUES & SUBSCRIPTIONS	1,500	1,500	1,500	-	1,500	0.0%
106405700	APPEARANCE COMMISSION	57,000	57,000	37,000	-	37,000	-35.1%
	OPERATING EXPENDITURES	816,114	757,140	774,730	-	774,730	
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	300,000	300,000	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 1,670,273</u>	<u>\$ 1,619,346</u>	<u>\$ 1,347,697</u>	<u>\$ -</u>	<u>\$ 1,347,697</u>	

TOWN OF SOUTHERN PINES  
 2020-2021 GENERAL FUND BUDGET  
 DEPARTMENTAL NEW AND CAPITAL REQUESTS

DEPARTMENT	REQUEST	CONTINUATION CAPITAL OR NEW REQUEST	AMOUNT	Line Item
Information Technology	VoIP Server Replacement	C	\$ 57,717	10-430-7401
	Information Technology Department Total		57,717	
Police - Patrol	Vehicle Replacements (4)	C	200,000	10-511-7402
	New Position	N	60,463	10-511-0200,0500, 0600, 0700, 0800
	Police - Patrol Department Total		260,463	
Police - Investigations	Vehicle Replacements (3)	C	116,000	10-515-7402
	Police - Investigations Department Total		116,000	
Street	Truck Replacement #612	C	92,000	10-560-7402
	Paving - Annual	C	275,000	10-560-7300
	Street Department Total		367,000	
Recreation & Parks	Truck Replacement #980	C	35,000	10-620-7402
	Truck Replacement #981	C	35,000	10-620-7402
	New Position - Park Tech	N	46,517	10-620-0200, 0500, 0600, 0700, 0800
	Recreation & Parks Department Total		116,517	
GRAND TOTAL			<u>\$ 917,697</u>	

## **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

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MINIMUM:

<u>Meter Size</u>	<u>Inside Town</u>	<u>Outside Town</u>
¾"	\$12.50	\$25.00
1"	20.51	41.03
1 ½"	43.36	86.71
2"	75.36	150.72
3"	166.87	333.73
4"	294.88	589.77
6"	660.84	1,321.68
8"	1,173.14	2,346.27

VOLUME CHARGE PER 1,000 GALLONS:

<u>Inside Town</u>	<u>Outside Town</u>
\$3.38	\$6.76

***\*\*Rates go in effect January 1, 2021\*\****

## TOWN OF SOUTHERN PINES SEWER RATE SCHEDULE

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MINIMUM:

<u>Meter Size</u>	<u>Inside Town</u>	<u>Outside Town</u>
¾"	\$6.50	\$13.00
1"	8.46	16.93
1 ½"	13.95	27.90
2"	21.72	43.45
3"	43.81	87.62
4"	74.72	149.45
6"	163.15	326.30
8"	286.94	573.87

### VOLUME CHARGE PER 1,000 GALLONS

<u>Inside Town</u>	<u>Outside Town</u>
\$6.12	\$12.24

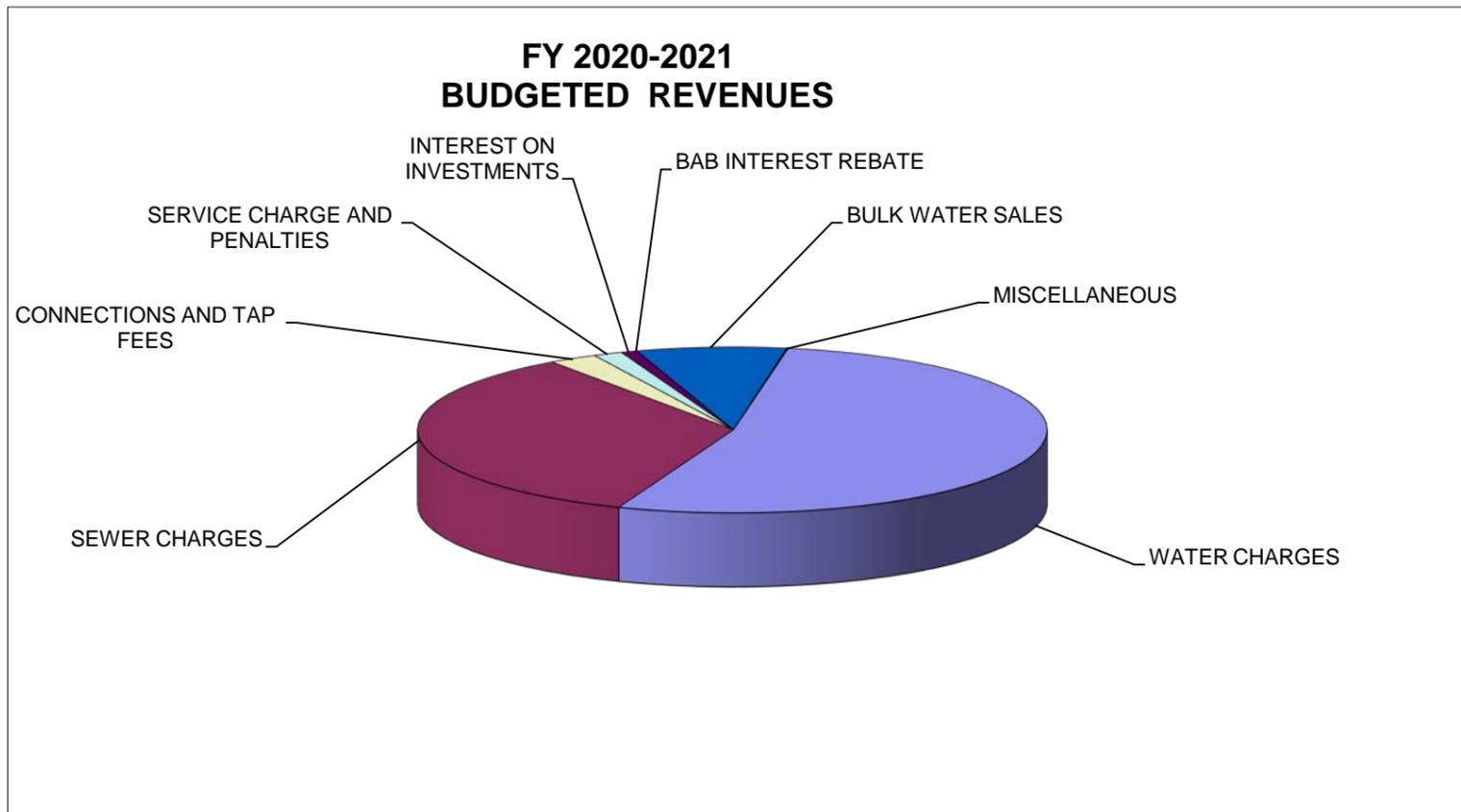
***\*\*Rates go in effect January 1, 2021\*\****

TOWN OF SOUTHERN PINES  
UTILITY FUND  
RETAINED EARNINGS SUMMARY  
2020-2021

	ACTUAL 2018-2019	BUDGET 2019-2020 as of 04/01/20	EXPECTED REVENUES EXPENDITURES 2019-2020	BUDGET 2020-2021
Available Retained Earnings - Beginning	\$ 6,917,562	\$ 7,684,290	\$ 7,684,290	\$ 5,640,753
Total Revenues	<u>8,763,096</u>	<u>7,838,350</u>	<u>8,208,454</u>	<u>8,079,523</u>
Total Funds Available	15,680,658	15,522,640	15,892,744	13,720,276
Total Expenditures	7,096,368	8,279,289	8,016,657	8,193,799
Transfers Out	<u>900,000</u>	<u>2,235,334</u>	<u>2,235,334</u>	<u>1,835,900</u>
Available Retained Earnings - Ending	<u><u>\$ 7,684,290</u></u>	<u><u>\$ 5,008,017</u></u>	<u><u>\$ 5,640,753</u></u>	<u><u>\$ 3,690,577</u></u>

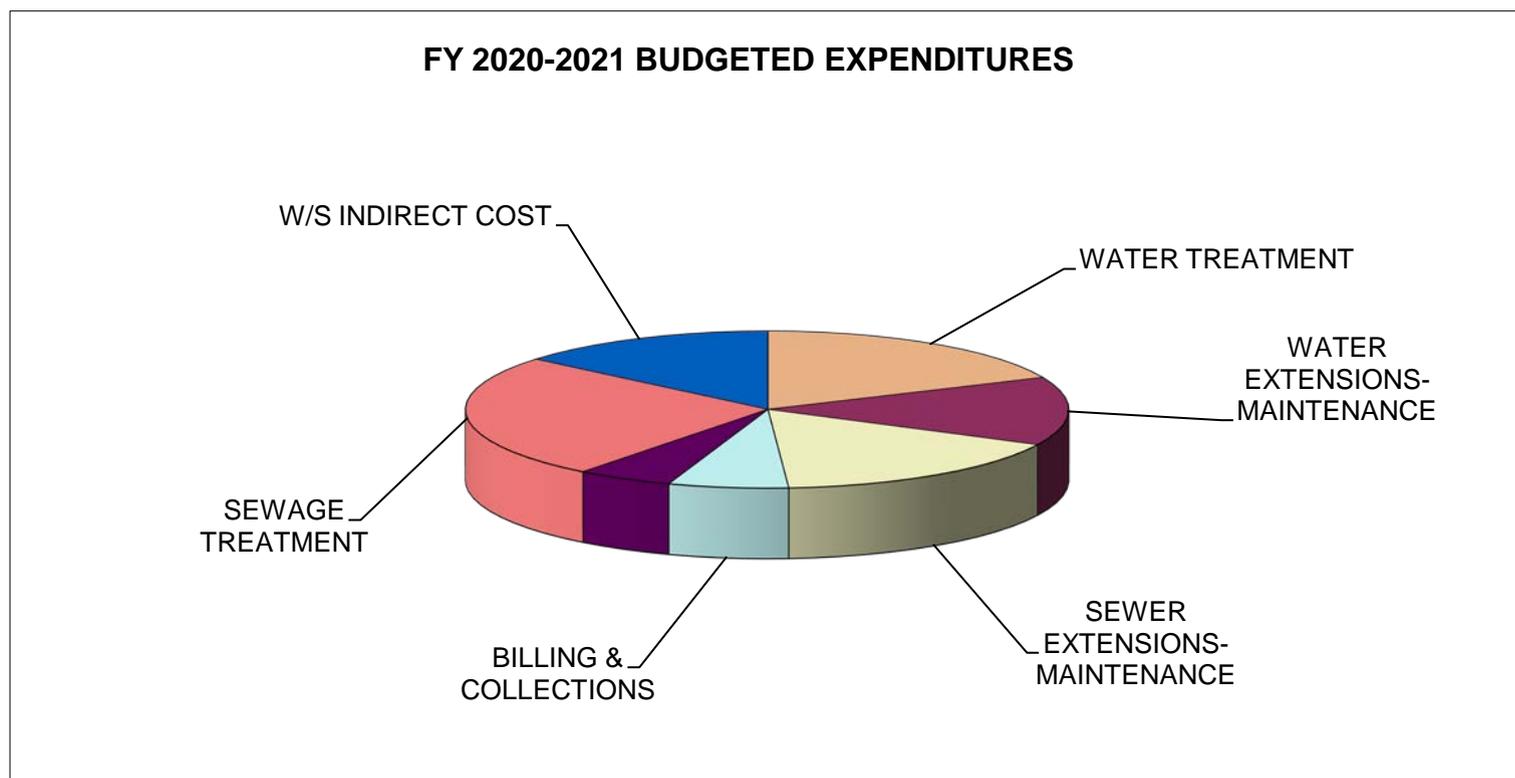
TOWN OF SOUTHERN PINES  
UTILITY FUND  
SCHEDULE OF REVENUES  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020 as of 07/01/19	BUDGET 2019-2020 as of 04/01/20	EXPECTED REVENUES 2019-2020	BUDGET 2020-2021
WATER CHARGES	\$ 4,153,136	\$ 4,281,774	\$ 4,446,032	\$ 4,186,950	\$ 4,186,950	\$ 4,368,135	\$ 4,278,150
SEWER CHARGES	2,474,859	2,647,643	2,774,161	2,672,400	2,672,400	2,813,625	2,766,110
CONNECTIONS AND TAP FEES	309,507	263,260	240,710	200,000	200,000	255,586	200,000
SERVICE CHARGE AND PENALTIES	126,374	127,665	127,324	125,000	125,000	89,368	120,000
INTEREST ON INVESTMENTS	27,804	59,754	111,801	85,000	85,000	95,468	65,000
BAB INTEREST REBATE	18,170	14,102	9,968	6,000	6,000	5,646	1,141
BULK WATER SALES	691,226	764,919	593,977	553,000	553,000	555,336	618,122
MISCELLANEOUS	28,710	6,408	39,449	10,000	10,000	6,540	5,000
GAIN ON SALE OF ASSETS	-	-	419,674	-	-	18,750	26,000
TRANSFER IN-RETAINED EARNINGS	-	-	386,713	2,076,273	2,676,273	2,043,537	1,950,176
TRANSFER OUT-RETAINED EARNINGS	(639,654)	(199,707)	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 7,190,132</b>	<b>\$ 7,965,818</b>	<b>\$ 9,149,809</b>	<b>\$ 9,914,623</b>	<b>\$ 10,514,623</b>	<b>\$ 10,251,991</b>	<b>\$ 10,029,699</b>



TOWN OF SOUTHERN PINES  
UTILITY FUND  
CONSOLIDATED EXPENDITURE SUMMARY  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020	EXPECTED EXPENDITURES 2019-2020	BUDGET 2020-2021
WATER TREATMENT	\$ 1,209,370	\$ 1,368,082	\$ 1,366,744	\$ 1,462,979	\$ 1,411,233	\$ 1,500,427
WATER EXTENSIONS-MAINTENANCE	672,026	788,543	918,398	1,102,321	1,037,583	1,156,699
SEWER EXTENSIONS-MAINTENANCE	722,364	702,299	763,214	1,547,843	1,442,594	1,350,152
BILLING & COLLECTIONS	449,512	427,352	425,939	524,015	483,116	523,972
FINANCING INTEREST & PRINCIPAL	597,837	590,988	590,926	591,797	591,797	421,189
SEWAGE TREATMENT	1,663,897	1,657,316	1,993,421	2,000,000	2,000,000	2,100,000
W/S INDIRECT COST	981,995	986,277	1,021,577	1,050,334	1,050,334	1,141,360
OTHER	-	-	-	-	-	-
<b>SUB-TOTAL</b>	<b>6,297,001</b>	<b>6,520,857</b>	<b>7,080,219</b>	<b>8,279,289</b>	<b>8,016,657</b>	<b>8,193,799</b>
TRANSFERS	900,000	1,445,000	2,069,590	2,235,334	2,235,334	1,835,900
<b>TOTAL</b>	<b>\$ 7,197,001</b>	<b>\$ 7,965,857</b>	<b>\$ 9,149,809</b>	<b>\$ 10,514,623</b>	<b>\$ 10,251,991</b>	<b>\$ 10,029,699</b>



TOWN OF SOUTHERN PINES  
UTILITY FUND  
EXPENDITURE BY FUNCTION AND TRANSFERS  
2020-2021

	ACTUAL 2016-2017	ACTUAL 2017-2018	ACTUAL 2018-2019	BUDGET 2019-2020 as of 07/01/19	BUDGET 2019-2020 as of 04/01/20	EXPECTED EXPENDITURES 2019-2020	BUDGET 2020-2021
Water Treatment	\$ 1,209,370	\$ 1,368,082	\$ 1,366,744	\$ 1,462,979	\$ 1,462,979	\$ 1,411,233	\$ 1,500,427
Water Extensions - Maintenance	672,026	788,543	918,398	1,102,321	1,102,321	1,037,583	1,156,699
Sewer Extensions - Maintenance	722,364	702,299	763,214	1,547,843	1,547,843	1,442,594	1,350,152
Billing & Collections	449,512	427,352	425,939	524,015	524,015	483,116	523,972
Loss on Disposal of Fixed Assets	-	-	-	-	-	-	-
Interest Expense, Financing Principal	590,968	590,949	590,926	591,797	591,797	591,797	421,189
Sewage Treatment	1,663,897	1,657,316	1,993,421	2,000,000	2,000,000	2,000,000	2,100,000
W/S Indirect Cost	981,995	986,277	1,021,577	1,050,334	1,050,334	1,050,334	1,141,360
Total Expenditures	6,290,132	6,520,818	7,080,219	8,279,289	8,279,289	8,016,657	8,193,799
Transfers:							
Transfer to North Pressure Zone	-	750,000	-	-	-	-	-
Transfer to Water Treatment Proc Mod	-	-	-	1,333,000	1,333,000	1,333,000	305,900
Lift Station Upgrades/Upfit	-	-	-	-	-	-	530,000
Sanitary Sewer Modernization	-	-	-	-	-	-	750,000
Transfer to Facility Modernization	-	-	-	302,334	302,334	302,334	-
Transfer to W&S Improvements	900,000	695,000	2,069,590	-	600,000	600,000	250,000
Total Transfers	900,000	1,445,000	2,069,590	1,635,334	2,235,334	2,235,334	1,835,900
Total Expenditures/Transfers	<u>\$ 7,190,132</u>	<u>\$ 7,965,818</u>	<u>\$ 9,149,809</u>	<u>\$ 9,914,623</u>	<u>\$ 10,514,623</u>	<u>\$ 10,251,991</u>	<u>\$ 10,029,699</u>

Town of

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Southern Pines

## 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 North Carolina permitted 8.0 MGD potable water production plant that is operated and maintained by a third party, Suez. Operators also maintain elevated and ground storage tanks and booster pump stations. Operators monitor and control distribution pumping and water quality testing and analysis on a daily basis.

FY 2020-2021 year will be year five (5) of a five (5) year Water Treatment Plant maintenance contract with Suez.

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### Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Total Gallons Treated, BG	1.237	1.277	1.328
Average Daily Production, MGD	3.389	3.499	3.638
Maximum Day Production, MG	6.047	6.200	6.325
Minimum Day Production, MG	1.766	1.800	1.835

**FY 2019-2020 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 wall pack, canopy & post lighting, vacuum pump, chemical transfer pump, air scour solenoid valves, upgraded lab analysis equipment and sand drying bed replenishment.

**FY 2020-2021 Projects:** Suez and the Town will complete blower and mixer drive replacements, upgrades and new generator at raw water pump station, a new generator at reservoir pump station, a new disinfectant system, a lime storage tank replacement, sludge clarifier piping modifications and filter media replacements.

**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 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Operating	\$ 1,366,743	\$ 1,462,979	\$ 1,411,233	\$ 1,429,427
Capital Outlay	-	-	-	71,000
<b>Total</b>	<b>\$ 1,366,743</b>	<b>\$ 1,462,979</b>	<b>\$ 1,411,233</b>	<b>\$ 1,500,427</b>

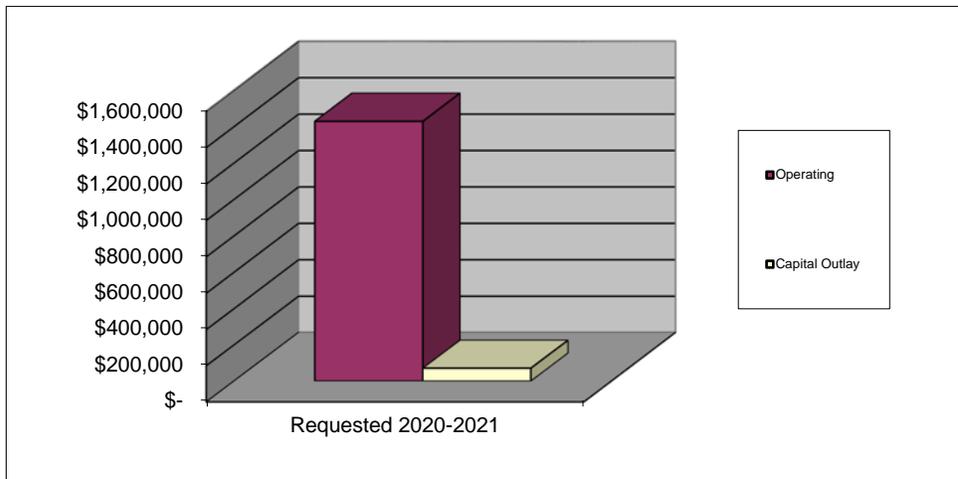
Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Utility Revenues	\$ 1,366,743	\$ 1,462,979	\$ 1,411,233	\$ 1,500,427

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Budgeted Employees	-	-	-	-

**2020-2021 CAPITAL OUTLAY DETAIL AND NEW REQUEST**

Clarifier #2 Improvements

\$ 71,000



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Water Treatment Plant	Function: Utility Fund			Fund: 60	Department: 710	
Object Code	Object Title	2019-2020 Budget as of 04/01/20	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
607101200	PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
607101500	BUILDING & GROUNDS	17,500	-	7,500	-	7,500	-57.1%
607101600	EQUIPMENT MAINTENANCE	130,237	125,376	66,000	-	66,000	-49.3%
607101800	UTILITIES	415,000	375,000	415,000	-	415,000	0.0%
607104500	CONTRACTUAL SERVICES	894,607	907,107	936,802	-	936,802	4.7%
607104510	INS-PROPERTY & GENERAL	5,635	3,750	4,125	-	4,125	-26.8%
	OPERATING EXPENDITURES	1,462,979	1,411,233	1,429,427	-	1,429,427	
607107402	CAPITAL-MOTOR VEHICLES	-	-	-	-	-	
607107403	CAPITAL-OTHER EQUIPMENT	-	-	-	71,000	71,000	0.0%
	CAPITAL OUTLAY	-	-	-	71,000	71,000	
	TOTAL EXPENDITURES	<u>\$ 1,462,979</u>	<u>\$ 1,411,233</u>	<u>\$ 1,429,427</u>	<u>\$ 71,000</u>	<u>\$ 1,500,427</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 10,000 water service connections. 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:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
New Services Installed	236	225	225
Water Mains Installed (linear feet)	6,706	2,000	4,000
Hydrants Installed	14	10	10
Valves Installed	31	20	20
Water Main Leaks Repaired	29	30	25
Service Leaks Repaired	69	80	75
Water Quality Complaints	57	30	25
Utility Locate Tickets	5,988	6,300	6,300

**FY2019-20 Accomplishments** – In addition to the typical maintenance items noted above, the Water Extensions Division continues to work closely with the Public Works Administration division. The coordinated efforts include assistance with shutdowns and new main installations associated with new developments, completion of a Capital Improvement Plan (CIP), a review of System Development Fees, a study of current and projected rates, initiation of engineering designs for the Morganton Road and the Pee Dee Road / West Pennsylvania Avenue water main upgrade projects. We also completed the Weymouth Booster Pump Station project, which includes a new generator.

**FY2020-21 Projects** – The Division will continue to provide excellent quality water and service to the Town while continuing to pursue a number of new Capital Projects. The CIP identified approximately \$12.5MM in projects needed over the next 5 years. In FY 20-21 we plan to complete the installation of the Morganton Road and the Pee Dee Road / West Pennsylvania Avenue water main upgrade and initiate the engineered designs required for the US Highway 1 transmission main relocation as part of the NCDOT US Highway 1 synchronized street project.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Water Extension/Maintenance	Function: Utility Fund		Fund: 60	Department: 730		
Object Code	Object Title	2019-2020 Budget as of 04/01/20	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
607300200	SALARIES & WAGES	\$ 335,195	\$ 332,832	\$ 346,916	\$ -	\$ 346,916	3.5%
607300300	OVERTIME	11,250	8,500	11,250	-	11,250	0.0%
607300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607300500	FICA EXPENSE	26,504	24,809	27,400	-	27,400	3.4%
607300600	GROUP INSURANCE EXPENSE	74,343	57,780	78,432	-	78,432	5.5%
607300700	RETIREMENT EXPENSE	31,181	29,457	36,533	-	36,533	17.2%
607300800	DEFERRED COMPENSATION	17,323	16,365	17,908	-	17,908	3.4%
	EMPLOYEE BENEFITS	495,796	469,743	518,439	-	518,439	
607301100	POSTAGE	1,000	1,000	1,000	-	1,000	0.0%
607301300	TELEPHONE	9,000	7,500	6,500	-	6,500	-27.8%
607301400	TRAINING & TRAVEL	6,000	5,000	6,000	-	6,000	0.0%
607301600	EQUIPMENT MAINTENANCE	9,000	9,000	9,500	-	9,500	5.6%
607301700	AUTO REPAIR	9,500	9,500	9,500	-	9,500	0.0%
607301800	UTILITIES	5,000	4,000	5,000	-	5,000	0.0%
607303100	AUTO OPERATING	22,000	22,000	22,000	-	22,000	0.0%
607303300	DEPARTMENTAL SUPPLIES	300,500	300,500	303,150	-	303,150	0.9%
607304500	CONTRACTUAL SERVICES	43,000	39,500	45,100	22,000	67,100	56.0%
607304510	INS-PROPERTY & GENERAL	30,175	32,500	35,750	-	35,750	18.5%
607304600	PROFESSIONAL SERVICES	52,000	16,000	28,500	10,000	38,500	-26.0%
607304700	UTILITY CUT REPAIR	15,000	17,000	20,000	-	20,000	33.3%
607305300	DUES & SUBSCRIPTIONS	4,350	4,340	4,260	-	4,260	-2.1%
	OPERATING EXPENDITURES	506,525	467,840	496,260	32,000	528,260	
607307402	CAPITAL-MOTOR VEHICLE	100,000	100,000	90,000	-	90,000	0.0%
607307403	CAPITAL-OTHER EQUIPMENT	-	-	-	20,000	20,000	0.0%
	CAPITAL OUTLAY	100,000	100,000	90,000	20,000	110,000	
	TOTAL EXPENDITURES	<u>\$ 1,102,321</u>	<u>\$ 1,037,583</u>	<u>\$ 1,104,699</u>	<u>\$ 52,000</u>	<u>\$ 1,156,699</u>	

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Water Extensions	Function:	Public Works
Project Title:	Replace LeRoi Air Compressor Vehicle 703	Fund:	Utility

### Project Description:

Replace LeRoi Air Compressor due to age and condition of the unit.

Costs		2020-21
		\$20,000
Total		\$20,000

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department: Water Extensions	Function: Public Works
Project Title: Replace vehicle #65	Fund: Utility

Project Description:

Replace vehicle #65 (flatbed dump) due to age and high mileage/hours.

Costs		2020-21
		\$90,000
<b>Total</b>		<b>\$90,000</b>

Town of

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Southern Pines

## 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 (19) 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:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Sewer Taps Installed	53	90	75
Sewer Taps Renewed	27	28	30
Sewer Stoppages – Mains	25	20	20
Sewer Stoppages – Laterals, Town	38	38	35
Sewer Stoppages – Laterals, Customer	78	94	80
Miles Sewer Lines Cleaned	15	20	20
Sewer Lift Stations Maintained	18	19	19

**FY 2019-20 Accomplishments** – In addition to the typical maintenance items noted above, the Sewer Division continues to work closely with the Public Works Administration division. The coordinated efforts include assistance with new main installations associated with new developments, completion of a Capital Improvement Plan (CIP), a review of System Development Fees, a study of current and projected rates, initiation of the engineered design for the ARO Sewer Lift Station Replacement and the Lift Station SCADA projects. The most significant accomplishment in FY 2019-20 is the completion of the Warrior Woods Force Main Replacement and Lift Station Upgrade project.

**FY 2020-21 Projects** – The Division will continue to provide reliable sewer collection service to the Town while continuing to pursue a number of new Capital Projects. The CIP identified approximately \$10.8MM in projects needed over the next 5 years. In FY 2020-21 we plan to complete the ARO Lift Station Replacement, Town-wide lift station SCADA monitoring, and the West New York Avenue aerial sewer installation among other projects. We also plan to install emergency backups at various lift stations and begin the ongoing Sewer System Rehabilitation and Replacement program identified as part of the Asset Management Plan funded by the AIA grant.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Sewer Extension/Maintenance	Function: Utility Fund			Fund: 60	Department: 740	
Object Code	Object Title	2019-2020 Budget as of 04/01/20	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
607400200	SALARIES & WAGES	\$ 343,167	\$ 324,480	\$ 335,884	\$ -	\$ 335,884	-2.1%
607400300	OVERTIME	11,250	7,500	11,250	-	11,250	0.0%
607400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607400500	FICA EXPENSE	27,113	24,190	26,556	-	26,556	-2.1%
607400600	GROUP INSURANCE EXPENSE	74,343	69,520	78,432	-	78,432	5.5%
607400700	RETIREMENT EXPENSE	31,898	29,205	35,408	-	35,408	11.0%
607400800	DEFERRED COMPENSATION	17,722	16,625	17,357	-	17,357	-2.1%
	EMPLOYEE BENEFITS	505,493	471,520	504,887	-	504,887	
607401100	POSTAGE	500	500	500	-	500	0.0%
607401300	TELEPHONE	10,700	7,500	8,500	-	8,500	-20.6%
607401400	TRAINING & TRAVEL	5,100	5,100	6,100	-	6,100	19.6%
607401600	EQUIPMENT MAINTENANCE	60,000	50,000	60,000	-	60,000	0.0%
607401700	AUTO REPAIR	12,000	15,000	15,000	-	15,000	25.0%
607401800	UTILITIES	66,000	66,000	80,000	-	80,000	21.2%
607403100	AUTO OPERATING	35,000	35,000	37,500	-	37,500	7.1%
607403300	DEPARTMENTAL SUPPLIES	137,900	137,350	144,200	5,000	149,200	8.2%
607404500	CONTRACTUAL SERVICES	133,425	97,525	136,325	22,500	158,825	19.0%
607404510	INS-PROPERTY & GENERAL	23,225	24,000	26,730	-	26,730	15.1%
607404600	PROFESSIONAL SERVICES	45,000	26,500	33,500	-	33,500	-25.6%
607404700	UTILITY CUT REPAIR	22,500	24,000	25,000	-	25,000	11.1%
607405300	DUES & SUBSCRIPTIONS	6,000	5,550	6,410	-	6,410	6.8%
	OPERATING EXPENDITURES	557,350	494,025	579,765	27,500	607,265	
607407402	CAPITAL-MOTOR VEHICLE	485,000	477,049	-	238,000	238,000	0.0%
607407403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	485,000	477,049	-	238,000	238,000	
	TOTAL EXPENDITURES	<u>\$ 1,547,843</u>	<u>\$ 1,442,594</u>	<u>\$ 1,084,652</u>	<u>\$ 265,500</u>	<u>\$ 1,350,152</u>	



## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Sewer Extensions	Function:	Public Works
Project Title:	Replace vehicle #64	Fund:	Utility

### Project Description:

Replace vehicle #64 due to age and high mileage/hours.

Costs		2020-21
		\$113,000
Total		\$113,000

Town of

Chartered 1887

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.

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### Performance Measures:

	2018-2019 Actual	2019-2020 Projected	2020-2021 Proposed
Water & Sewer Meters Read	117,949	119,390	120,882
Water & Sewer Bills Mailed	99,771	100,861	101,520
Meter Readings (average monthly)	9,829	9,949	10,073
Customer Service Work Orders	5,910	6,188	6,265
Customer Bills Drafted	36,918	38,740	39,225

## 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.

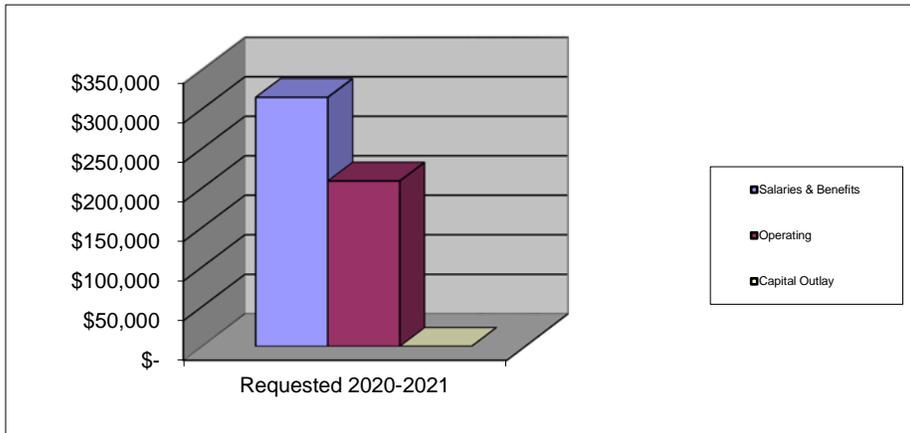
Object of Expenditures	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Salaries & Benefits	\$ 276,461	\$ 311,360	\$ 293,566	\$ 314,922
Operating	149,478	212,655	189,550	209,050
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 425,939</b>	<b>\$ 524,015</b>	<b>\$ 483,116</b>	<b>\$ 523,972</b>

Revenues by Type	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
Utility Revenues	\$ 425,939	\$ 524,015	\$ 483,116	\$ 523,972

	Actual FY 2018-19	Budget FY 2019-20	Expected FY 2019-20	Requested FY 2020-21
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.



2020-2021 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2020-2021	Department: Billing & Collections	Function: Finance			Fund: 60	Department: 750	
Object Code	Object Title	2019-2020 Budget as of 04/01/20	2019-2020 Expected	2020-2021 Continuation	2020-2021 New Budget Requests	2020-2021 Total Request	% Increase (Decrease)
607500200	SALARIES & WAGES	\$ 222,167	\$ 205,420	\$ 213,784	\$ -	\$ 213,784	-3.8%
607500400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607500500	FICA EXPENSE	16,996	15,715	16,355	-	16,355	-3.8%
607500600	GROUP INSURANCE EXPENSE	41,302	43,812	52,288	-	52,288	26.6%
607500700	RETIREMENT EXPENSE	19,861	18,398	21,806	-	21,806	9.8%
607500800	DEFERRED COMPENSATION	11,034	10,221	10,689	-	10,689	-3.1%
	EMPLOYEE BENEFITS	311,360	293,566	314,922	-	314,922	
607501100	POSTAGE	42,500	41,000	46,750	-	46,750	10.0%
607501200	PRINTING	400	400	750	-	750	87.5%
607501300	TELEPHONE	-	200	300	-	300	-100.0%
607501400	TRAINING & TRAVEL	4,500	1,000	2,500	-	2,500	-44.4%
607501600	EQUIPMENT MAINTENANCE	2,650	2,650	2,650	-	2,650	0.0%
607501800	UTILITIES	4,200	3,500	4,750	-	4,750	13.1%
607503300	DEPARTMENTAL SUPPLIES	25,250	25,000	24,000	-	24,000	-5.0%
607504500	CONTRACTUAL SERVICES	39,050	28,000	30,000	-	30,000	-23.2%
607504510	INS-PROPERTY & GENERAL	4,805	1,000	2,750	-	2,750	-42.8%
607504600	PROFESSIONAL SERVICES	29,000	26,500	31,800	-	31,800	9.7%
607504700	CARD PROCESSING FEE	20,000	20,000	22,500	-	22,500	12.5%
607504920	BAD DEBT EXPENSE	40,000	40,000	40,000	-	40,000	0.0%
607505300	DUES & SUBSCRIPTIONS	300	300	300	-	300	0.0%
	OPERATING EXPENDITURES	212,655	189,550	209,050	-	209,050	
607507401	CAPITAL-SOFTWARE/COMP	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 524,015</u>	<u>\$ 483,116</u>	<u>\$ 523,972</u>	<u>\$ -</u>	<u>\$ 523,972</u>	

TOWN OF SOUTHERN PINES  
 2020-2021 UTILITY FUND BUDGET  
 DEPARTMENTAL NEW AND CAPITAL REQUESTS

DEPARTMENT	REQUEST	CONTINUATION CAPITAL OR NEW REQUEST	AMOUNT	Line Item
Water Extensions	Flatbed Dump Truck Replacement #65	C	\$ 90,000	60-730-7402
	Leroi Air Compressor #703	C	20,000	60-730-7403
Water Extensions Department Total			110,000	
Sewer Extensions	Dump Truck Replacement #64	C	\$ 113,000	60-740-7402
	Ford-350 Crane Truck #51	C	125,000	60-740-7402
Sewer Extensions Department Total			238,000	
GRAND TOTAL			<u>\$ 348,000</u>	

## **CAPTIAL PROJECT FUNDS SUMMARY**

Capital Project Funds are used to account for the acquisition and construction of 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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction - Garage	\$ 128,600	\$ -	\$ 128,600	\$ 278,600
Construction - Community Services Facility	425,500	-	425,500	985,500
<b>Total Expenditures</b>	<b>\$ 554,100</b>	<b>\$ -</b>	<b>\$ 554,100</b>	<b>\$ 1,264,100</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 1,100	\$ 20	\$ 1,080	\$ 1,100
Transfer In-General Fund	13,000	13,000	-	13,000
Financing Proceeds	540,000	-	540,000	1,250,000
<b>Total Revenues</b>	<b>\$ 554,100</b>	<b>\$ 13,020</b>	<b>\$ 541,080</b>	<b>\$ 1,264,100</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Land	\$ 135,700	\$ 84,255	\$ 51,445	\$ 135,700
<b>Total Expenditures</b>	<b>\$ 135,700</b>	<b>\$ 84,255</b>	<b>\$ 51,445</b>	<b>\$ 135,700</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 9,700	\$ 11,867	\$ (2,167)	\$ 9,700
Transfer In-Fund 47	126,000	126,000	-	126,000
<b>Total Revenues</b>	<b>\$ 135,700</b>	<b>\$ 137,867</b>	<b>\$ (2,167)</b>	<b>\$ 135,700</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 72,000	\$ -	\$ 72,000	\$ 72,000
<b>Total Expenditures</b>	<b>\$ 72,000</b>	<b>\$ -</b>	<b>\$ 72,000</b>	<b>\$ 72,000</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 15,000	\$ 18,061	\$ (3,061)	\$ 15,000
Land Exchange/Transfer In-Fund 60	57,000	57,000	-	57,000
<b>Total Revenues</b>	<b>\$ 72,000</b>	<b>\$ 75,061</b>	<b>\$ (3,061)</b>	<b>\$ 72,000</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
ERP Expenditures	\$ 861,185	\$ 645,090	\$ 216,095	\$ 861,185
Transfer Out-CP Library HVAC	225,000	225,000	-	225,000
<b>Total Expenditures</b>	<b>\$ 1,086,185</b>	<b>\$ 870,090</b>	<b>\$ 216,095</b>	<b>\$ 1,086,185</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 14,200	\$ 29,263	\$ (15,063)	\$ 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
<b>Total Revenues</b>	<b>\$ 1,086,185</b>	<b>\$ 1,101,248</b>	<b>\$ (15,063)</b>	<b>\$ 1,086,185</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 243,000	\$ -	\$ 243,000	\$ 288,000
Total Expenditures	\$ 243,000	\$ -	\$ 243,000	\$ 288,000

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ -	\$ 6,430	\$ (6,430)	\$ -
Transfer In - General Fund	243,000	243,000	-	288,000
Total Revenues	\$ 243,000	\$ 249,430	\$ (6,430)	\$ 288,000

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 571,500	\$ 461,991	\$ 109,509	\$ 571,500
<b>Total Expenditures</b>	<b>\$ 571,500</b>	<b>\$ 461,991</b>	<b>\$ 109,509</b>	<b>\$ 571,500</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 22,500	\$ 35,205	\$ (12,705)	\$ 22,500
Transfer In-CP Patrick Road	50,000	50,000	-	50,000
Transfer In-General Fund	499,000	499,000	-	499,000
<b>Total Revenues</b>	<b>\$ 571,500</b>	<b>\$ 584,205</b>	<b>\$ (12,705)</b>	<b>\$ 571,500</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 278,000	\$ 41,675	\$ 236,325	\$ 278,000
<b>Total Expenditures</b>	<b>\$ 278,000</b>	<b>\$ 41,675</b>	<b>\$ 236,325</b>	<b>\$ 278,000</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In - General Fund	\$ 140,000	\$ 140,000	\$ -	\$ 140,000
Transfer In - CP Patrick Road	138,000	138,000	-	138,000
Interest	-	8,311	(8,311)	-
<b>Total Revenues</b>	<b>\$ 278,000</b>	<b>\$ 286,311</b>	<b>\$ (8,311)</b>	<b>\$ 278,000</b>

**STREAMBANK STABILIZATION  
Fund 50**

The Streambank Stabilization Capital Project Fund is established for the purpose of stabilizing the erosion of the streambank behind the Fire and Police Stations. The fund was established with a project ordinance in fiscal year 2019-2020 and will be funded by a transfer from the General Fund in fiscal year 2020-21.

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ -	\$ -	\$ -	\$ 75,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ -	\$ -	\$ -	\$ -
Transfer In-General Fund	-	-	-	75,000
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction - Douglass Community Center -GF	\$ 102,750	\$ 30,191	\$ 72,559	\$ 102,750
Construction - Planning/Finance/Utility Billing - GF	45,967	13,452	32,515	45,967
Construction - Public Works Offices - GF	56,500	2,742	53,758	56,500
Construction - Library Building - GF	65,250	-	65,250	65,250
Construction - Fleet Maintenance Bldg - GF	24,350	-	24,350	24,350
Construction - Campbell House - GF	63,750	17,503	46,247	63,750
Construction - Planning/Finance/Utility Billing - EF	22,984	3,613	19,371	22,984
Construction - Public Works Offices - EF	56,500	2,742	53,758	56,500
Construction - Fleet Maintenance Bldg - EF	24,350	1,157	23,193	24,350
Construction - Water Treatment Facility - EF	198,500	-	198,500	198,500
Construction - Miscellaneoud Bldg Repair - GF	58,000	-	58,000	58,000
<b>Total Expenditures</b>	<b>\$ 718,901</b>	<b>\$ 71,400</b>	<b>\$ 589,501</b>	<b>\$ 718,901</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In-General Fund	\$ 416,567	\$ 416,567	\$ -	\$ 416,567
Transfer In-Enterprise Fund	302,334	302,334	-	302,334
Interst	-	4,952	(4,952)	-
<b>Total Revenues</b>	<b>\$ 718,901</b>	<b>\$ 723,853</b>	<b>\$ (4,952)</b>	<b>\$ 718,901</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 657,500	\$ 409,496	\$ 248,004	\$ 657,500
<b>Total Expenditures</b>	<b>\$ 657,500</b>	<b>\$ 409,496</b>	<b>\$ 248,004</b>	<b>\$ 657,500</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In - General Fund	\$ 657,500	\$ 657,500	\$ -	\$ 657,500
Interest	-	10,624	(10,624)	-
<b>Total Revenues</b>	<b>\$ 657,500</b>	<b>\$ 668,124</b>	<b>\$ (10,624)</b>	<b>\$ 657,500</b>

**SIDEWALKS - PHASE II**  
**Fund 57**

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

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 757,877	\$ 354,068	\$ 403,809	\$ 857,877
<b>Total Expenditures</b>	<b>\$ 757,877</b>	<b>\$ 354,068</b>	<b>\$ 403,809</b>	<b>\$ 857,877</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In - CP Sidewalks	\$ 46,727	\$ 46,727	\$ -	\$ 46,727
Transfer In - General Fund	711,150	711,150	-	811,150
Interest	-	9,550	(9,550)	-
<b>Total Revenues</b>	<b>\$ 757,877</b>	<b>\$ 767,427</b>	<b>\$ (9,550)</b>	<b>\$ 857,877</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 357,500	\$ 268,700	\$ 88,800	\$ 357,500
<b>Total Expenditures</b>	<b>\$ 357,500</b>	<b>\$ 268,700</b>	<b>\$ 88,800</b>	<b>\$ 357,500</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In - General Fund	\$ 357,500	\$ 357,500	\$ -	\$ 357,500
Interest	-	3,919	(3,919)	-
<b>Total Revenues</b>	<b>\$ 357,500</b>	<b>\$ 361,419</b>	<b>\$ (3,919)</b>	<b>\$ 357,500</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer to Capital Project Funds	\$ 520,591	\$ -	\$ 520,591	\$ 520,591
Total Expenditures	\$ 520,591	\$ -	\$ 520,591	\$ 520,591

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 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
Transfer In - CP Downtown Park	6,748	-	6,748	6,748
Transfer In - CP Pool Park	12,740	-	12,740	12,740
Transfer In - CP Public Access Road	27,590	-	27,590	27,590
Transfer In - CP Fire Sub Station	273,642	-	273,642	273,642
Interest	-	6,934	(6,934)	-
Total Revenues	\$ 520,591	\$ 206,805	\$ 313,786	\$ 520,591

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 1,055,000	\$ 388,040	\$ 666,960	\$ 1,338,151
<b>Total Expenditures</b>	<b>\$ 1,055,000</b>	<b>\$ 388,040</b>	<b>\$ 666,960</b>	<b>\$ 1,338,151</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In-Utility Fund	\$ 263,750	\$ 263,750	\$ -	\$ 263,750
Transfer In-System Development Fees	\$ -	\$ -	-	\$ 227,851
Transfer In-Sewer Impact Fees	791,250	791,250	-	846,550
Interest	-	20,276	(20,276)	-
<b>Total Revenues</b>	<b>\$ 1,055,000</b>	<b>\$ 1,075,276</b>	<b>\$ (20,276)</b>	<b>\$ 1,338,151</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 760,000	\$ -	\$ 760,000	\$ 760,000
<b>Total Expenditures</b>	<b>\$ 760,000</b>	<b>\$ -</b>	<b>\$ 760,000</b>	<b>\$ 760,000</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 10,000	\$ 30,304	\$ (20,304)	\$ 10,000
Transfer In-Utility Fund	750,000	750,000	-	750,000
<b>Total Revenues</b>	<b>\$ 760,000</b>	<b>\$ 780,304</b>	<b>\$ (20,304)</b>	<b>\$ 760,000</b>

**SANITARY SEWER MODERNIZATION  
Fund 63**

The Sanitary Sewer Modernization Capital Project Fund was established for the purpose to identify, investigate, rehabilitate and/or replace the Town's sewer infrastructure. The fund was established with a project ordinance in fiscal year 2019-2020 and will be funded by the Utility Fund.

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ -	\$ -	\$ -	\$ 750,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ -	\$ -	\$ -	\$ -
Transfer In-Utility Fund	-	-	-	750,000
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750,000</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer to Capital Improvements - Water	\$ 330,000	\$ -	\$ 330,000	\$ 502,231
<b>Total Expenditures</b>	<b>\$ 330,000</b>	<b>\$ -</b>	<b>\$ 330,000</b>	<b>\$ 502,231</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
System Development Fees - Water	\$ 330,000	\$ 288,791	\$ 41,209	\$ 502,231
Interest	-	3,432	(3,432)	-
<b>Total Revenues</b>	<b>\$ 330,000</b>	<b>\$ 292,223</b>	<b>\$ 37,777</b>	<b>\$ 502,231</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer to Capital Improvements - Sewer	\$ 213,827	\$ -	\$ 213,827	\$ 388,692
<b>Total Expenditures</b>	<b>\$ 213,827</b>	<b>\$ -</b>	<b>\$ 213,827</b>	<b>\$ 388,692</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
System Development Fees - Sewer	\$ 213,827	\$ 221,628	\$ (7,801)	\$ 388,692
Interest	-	2,616	(2,616)	-
<b>Total Revenues</b>	<b>\$ 213,827</b>	<b>\$ 224,244</b>	<b>\$ (10,417)</b>	<b>\$ 388,692</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 2,354,600	\$ -	\$ 2,354,600	\$ 2,872,500
<b>Total Expenditures</b>	<b>\$ 2,354,600</b>	<b>\$ -</b>	<b>\$ 2,354,600</b>	<b>\$ 2,872,500</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 21,600	\$ 27,412	\$ (5,812)	\$ 21,600
Transfer In-CP Water Distribution	1,000,000	1,000,000	-	1,212,000
Transfer In-Utility Fund	1,333,000	1,333,000	-	1,638,900
<b>Total Revenues</b>	<b>\$ 2,354,600</b>	<b>\$ 2,360,412</b>	<b>\$ (5,812)</b>	<b>\$ 2,872,500</b>

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 1,999,866	\$ 1,245,870	\$ 753,996	\$ 1,948,866
Transfer Out-CP Morganton Rd Bridge Water	43,176	43,176	-	43,176
Transfer Out-CP Water Plant Modernization	1,000,000	1,000,000	-	1,212,000
Total Expenditures	\$ 3,043,042	\$ 2,289,046	\$ 753,996	\$ 3,204,042

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 5,000	\$ 91,000	\$ (86,000)	\$ 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-CP Morganton Rd Waterline	-	-	-	36,000
Transfer In-Utility Fund	1,575,000	1,575,000	-	1,700,000
Total Revenues	\$ 3,043,042	\$ 3,129,042	\$ (86,000)	\$ 3,204,042

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 2,497,434	\$ 1,727,504	\$ 769,930	\$ 3,032,434
Transfer Out-CP Morganton Rd Bridge	14,392	14,392	-	14,392
Total Expenditures	\$ 2,511,826	\$ 1,741,896	\$ 769,930	\$ 3,046,826

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 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-Sewer Impact Fees	-	-	-	410,000
Transfer In-Utility Fund	1,856,250	1,856,250	-	1,981,250
Total Revenues	\$ 2,511,826	\$ 2,523,966	\$ (12,140)	\$ 3,046,826

**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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ 378,340	\$ 25,159	\$ 353,181	\$ 518,268
Transfer Out - CP Water Diistribution	-	-	-	36,000
<b>Total Expenditures</b>	<b>\$ 378,340</b>	<b>\$ 25,159</b>	<b>\$ 353,181</b>	<b>\$ 554,268</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer In-Water Impact Fees	\$ 378,340	\$ 378,340	\$ -	\$ 378,340
Transfer In-Water System Dev Fees	\$ -	\$ -	-	\$ 175,928
Interest	-	6,336	(6,336)	-
<b>Total Revenues</b>	<b>\$ 378,340</b>	<b>\$ 384,676</b>	<b>\$ (6,336)</b>	<b>\$ 554,268</b>

**LIFT STATION UPGRADES**  
**Fund 69**

The Lift Station Upgrades Capital Project Fund was established for the purpose of upgrading area Town lift stations to increase capacity in lift station's sewer basin. The fund was established with a project ordinance in fiscal year 2019-2020 and will be funded by the Utility Fund.

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Construction	\$ -	\$ -	\$ -	\$ 530,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 530,000</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ -	\$ -	\$ -	\$ -
Transfer In-Utility Fund	-	-	-	530,000
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 530,000</b>

**PEEDEE/PENNSYLVANIA ROAD LINE REPLACEMENT  
Fund 74**

The PeeDee/Pennsylvania Line Replacement Capital Project Fund was established for the purpose of upgrading the existing 10" waterline with a 16" transmission main. The fund was established with a project ordinance in fiscal year 2019-2020 and was funded by transfers from Water Impact Fees.

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Design & Construction	\$ 1,839,317	\$ -	\$ 1,839,317	\$ 1,957,800
<b>Total Expenditures</b>	<b>\$ 1,839,317</b>	<b>\$ -</b>	<b>\$ 1,839,317</b>	<b>\$ 1,957,800</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ -	\$ -	\$ -	\$ -
Transfer In-Water System Dev Fees	-	-	-	\$ 118,483
Transfer In-Impact Fees	1,839,317	-	1,839,317	1,839,317
<b>Total Revenues</b>	<b>\$ 1,839,317</b>	<b>\$ -</b>	<b>\$ 1,839,317</b>	<b>\$ 1,957,800</b>

**MIDLAND ROAD WATER LINE REPLACEMENT  
Fund 75**

The Midland Road Waterline Replacement Capital Project Fund was established for the purpose of upgrading the existing 6" waterline with a 12" water main. The fund was established with a project ordinance in fiscal year 2019-2020 and was funded by transfers from Water Impact Fees.

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Design & Construction	\$ 160,438	\$ -	\$ 160,438	\$ 160,438
<b>Total Expenditures</b>	<b>\$ 160,438</b>	<b>\$ -</b>	<b>\$ 160,438</b>	<b>\$ 160,438</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ -	\$ -	\$ -	\$ -
Transfer In-Impact Fees	160,438	-	160,438	160,438
<b>Total Revenues</b>	<b>\$ 160,438</b>	<b>\$ -</b>	<b>\$ 160,438</b>	<b>\$ 160,438</b>

## **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 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Reserved for Future Expense	\$ 80,000	\$ -	\$ 80,000	\$ 84,500
<b>Total Expenditures</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 84,500</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest	\$ 14,000	\$ 14,078	\$ (78)	\$ 14,500
Sale of Plots	66,000	68,915	(2,915)	70,000
<b>Total Revenues</b>	<b>\$ 80,000</b>	<b>\$ 82,993</b>	<b>\$ (2,993)</b>	<b>\$ 84,500</b>

**WATER IMPACT  
Fund 72**

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer to Capital Improvements	\$ 4,809,792	\$ 2,785,445	\$ 2,024,347	\$ 4,809,792
<b>Total Expenditures</b>	<b>\$ 4,809,792</b>	<b>\$ 2,785,445</b>	<b>\$ 2,024,347</b>	<b>\$ 4,809,792</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest Earned	\$ 400,000	\$ 409,336	\$ (9,336)	\$ 400,000
Impact Fees	4,409,792	4,408,972	820	4,409,792
<b>Total Revenues</b>	<b>\$ 4,809,792</b>	<b>\$ 4,818,308</b>	<b>\$ (8,516)</b>	<b>\$ 4,809,792</b>

**SEWER IMPACT  
Fund 73**

Expenditures by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Transfer to Capital Improvements/Debt Serv	\$ 1,759,980	\$ 1,271,236	\$ 488,744	\$ 1,759,980
<b>Total Expenditures</b>	<b>\$ 1,759,980</b>	<b>\$ 1,271,236</b>	<b>\$ 488,744</b>	<b>\$ 1,759,980</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2020	Balance FY 2019-2020	FY 2020-2021 Project Authorization
Interest Earned	\$ 160,000	\$ 144,451	\$ 15,549	\$ 160,000
Impact Fees	1,599,980	1,599,980	-	1,599,980
<b>Total Revenues</b>	<b>\$ 1,759,980</b>	<b>\$ 1,744,431</b>	<b>\$ 15,549</b>	<b>\$ 1,759,980</b>

## DEBT SERVICE

The Town does not have any outstanding general obligation bonds as of 06/30/20 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, 2019 is as show in the following table.

Assessed Valuations		<u>\$ 2,485,845,496</u>
Debt Limit 8% of assessed valuations		\$ 198,867,640
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>8,108,241</u>	
Total	8,108,241	
Less deduction allowed by G.S. 159.55(a)(2) and G.S. 159.55(b)-Utility debt	-	
Net Debt	<u>8,108,241</u>	
<b>LEGAL DEBT MARGIN</b>		<b><u>\$ 190,759,399</u></b>

The Town has installment financing outstanding debt principal totaling \$6,763,455 as of 06/30/20. 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	\$ 204,427	\$ 3,475	\$ 207,902
Total	<u>\$ 204,427</u>	<u>\$ 3,475</u>	<u>\$ 207,902</u>

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

FY 2020-2021	\$ 433,333	\$ 52,531	\$ 485,864
FY 2021-2022	433,333	36,368	469,701
FY 2022-2023	433,333	20,204	453,537
FY 2023-2024	216,667	4,041	220,708
Total	<u>\$ 1,516,666</u>	<u>\$ 113,144</u>	<u>\$ 1,629,810</u>

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

FY 2020-2021	\$ 348,543	\$ 156,871	\$ 505,414
FY 2021-2022	348,543	144,567	493,110
FY 2022-2023	348,543	132,263	480,806
FY 2023-2033	3,485,433	645,938	4,131,371
Total	<u>\$ 4,531,062</u>	<u>\$ 1,079,639</u>	<u>\$ 5,610,701</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 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>\$ 511,298</u>	<u>\$ 16,680</u>	<u>\$ 527,978</u>

Town of

Chartered 1887

Southern Pines

# FY 2020-21 Vehicle Replacements

## GENERAL FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
General	Fire	530	811	1998	KME Engine
General	Police - Investigations	515	8902	2000	Ford Excursion
General	Police - Patrol	511	871	2007	Ford Crown Victoria
General	Recreation & Parks	620	980	2008	Ford F-150 Pickup
General	Recreation & Parks	620	981	2008	Ford F-150 Pickup
General	Police - Investigations	515	884	2009	Chevrolet Impala
General	Police - Patrol	511	890	2010	Chevrolet Tahoe
General	Police - Investigations	515	891	2010	Chevrolet Impala
General	Streets & Right-of-Way	560	612	2010	International Flatbed Dump Truck
General	Police - Patrol	511	897	2013	Ford Taurus
General	Police - Patrol	511	898	2013	Ford Taurus

## ENTERPRISE FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
Enterprise	Water Extensions	730	65	1997	International Flatbed Dumptruck
Enterprise	Water Extensions	730	703	1998	Leroi Air Compressor
Enterprise	Sewer Extensions	740	64	1998	International Dump Truck
Enterprise	Sewer Extensions	740	51	1999	Ford F-350 Crane Truck

# FY 2021-22 & FY 2022-23 Potential Replacements

## GENERAL FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
General	Streets & Right-of-Way	560	601	1990	Dresser A450E Grade
General	Buildings & Grounds	640	903	1997	Morbark Chipper
General	Fire	530	837	1998	Pace Utility Trailer
General	Streets & Right-of-Way	560	615	1998	Hudson Trailer
General	Police - Investigations	515	8906	2000	Ford Van
General	Streets & Right-of-Way	560	715	2000	Wacker RollerPacker
General	Recreation & Parks	620	913	2000	John Deere Field Groom
General	Recreation & Parks	620	922	2000	Beaver 7X15 Trailer
General	Buildings & Grounds	640	42	2000	Ford Van
General	Buildings & Grounds	640	908	2000	H&H Water Trailer
General	Buildings & Grounds	640	916	2000	H&H Water Trailer
General	Fleet Maintenance	580	7	2001	Ford F-150 Pickup
General	Fire	530	818	2002	Ford F-450 Brush
General	Police - Patrol	511	899	2004	Yamaha EZGO Golf Cart
General	Planning	540	8591	2004	Ford Explorer
General	Streets & Right-of-Way	560	626	2004	Husqvarna Targetpac 4
General	Buildings & Grounds	640	984	2004	Freightliner Bucket Truck
General	Fire	530	813	2005	HME Engine
General	Recreation & Parks	620	95	2005	Ford F-150 Pickup
General	Buildings & Grounds	640	915	2005	TY Crop Delivery Trailer
General	Fire	530	81	2006	Pierce Ladder Truck
General	Fire	530	812	2006	Pierce Engine
General	Fleet Maintenance	580	8101	2006	Chevrolet Tahoe
General	Fleet Maintenance	580	859	2006	Ford Explorer
General	Buildings & Grounds	640	924	2006	Hyster Forklift
General	Police - Patrol	511	888	2007	Allmand Light Tower Trailer
General	Fire	530	830	2007	Covenant Enclosed Trailer
General	Streets & Right-of-Way	560	511	2007	Kubota RTV 1100
General	Streets & Right-of-Way	560	610	2007	Hudson Trailer
General	Streets & Right-of-Way	560	611	2007	Caterpillar CB334E
General	Recreation & Parks	620	927	2007	John Deere Reel Mower
General	Police - Patrol	511	879	2008	Dodge Durango
General	Fire	530	831	2008	Chevrolet 1500 Pickup
General	Public Works Administration	565	13	2008	Ford F-250 Pickup
General	Recreation & Parks	620	931	2008	John Deere Gator
General	Buildings & Grounds	640	929	2008	Skyjack Scissor Lift
General	Buildings & Grounds	640	939	2008	John Deere Gator 6X4
General	Fire	530	833	2009	Chevrolet Traverse
General	Streets & Right-of-Way	560	66	2009	Chevrolet 2500 Pickup
General	Streets & Right-of-Way	560	67	2009	Chevrolet 1500 Pickup
General	Recreation & Parks	620	937	2009	John Deere Reel Mower
General	Buildings & Grounds	640	43	2009	Ford Van

## FY 2021-22 & FY 2022-23 Potential Replacements

### GENERAL FUND

GENERAL FUND					
General					
General	Buildings & Grounds	640	932	2009	Kubota M59 Tractor
General	Streets & Right-of-Way	560	521	2010	John Deere Boom Mower
General	Streets & Right-of-Way	560	613	2010	International Dump Truck
General	Streets & Right-of-Way	560	614	2010	International Dump Truck
General	Streets & Right-of-Way	560	712	2010	Sullair Air Compressor
General	Fleet Maintenance	580	30	2010	Yamaha YDRE3
General	Buildings & Grounds	640	982	2010	Ford Transit Van
General	Police - Patrol	511	893	2011	Ford Crown Victoria
General	Police - Patrol	511	896	2011	Ford Crown Victoria
General	Fire	530	816	2011	Kenworth Tanker
General	Fire	530	834	2011	Transport Training Trailer
General	Streets & Right-of-Way	560	935	2011	Texas Tandem Trailer
General	Recreation & Parks	620	936	2011	Texas Tandem Trailer
General	Fire	530	829	2012	Chevrolet Suburban
General	Streets & Right-of-Way	560	616	2012	Case 580 Backhoe
General	Streets & Right-of-Way	560	617	2012	Marathon Tar Trailer
General	Police - Patrol	511	8503	2013	Chevrolet Tahoe
General	Police - Patrol	511	8603	2013	Chevrolet Caprice
General	Police - Investigations	515	895	2013	Ford Explorer
General	Fire	530	810	2013	Chevrolet Tahoe
General	Fire	530	835	2013	Chevrolet 2500 Pickup
General	Streets & Right-of-Way	560	941	2013	Hustler Z Mower
General	Streets & Right-of-Way	560	943	2013	Texas Trailer
General	Recreation & Parks	620	942	2013	Hustler Super 104
General	Buildings & Grounds	640	983	2013	Chevrolet 2500 Pickup

## FY 2021-22 & FY 2022-23 Potential Replacements

### ENTERPRISE FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
Enterprise	Sewer Extensions	740	524	1980	Onan Generator
Enterprise	Sewer Extensions	740	525	1980	Onan Generator
Enterprise	Sewer Extensions	740	513	2000	Hudson Trailer
Enterprise	Water Extensions	730	70	2001	Ford Ranger Pickup
Enterprise	Sewer Extensions	740	512	2001	Hudson Trailer
Enterprise	Water Extensions	730	700	2006	Caterpillar 420E Backhoe
Enterprise	Sewer Extensions	740	508	2006	Harben Jet Trailer
Enterprise	Sewer Extensions	740	510	2007	Haulmark Camera Trailer
Enterprise	Sewer Extensions	740	516	2008	Wacker Generator
Enterprise	Sewer Extensions	740	517	2008	Wacker Generator
Enterprise	Sewer Extensions	740	518	2008	Pioneer Sewer Pump
Enterprise	Water Extensions	730	705	2009	Hurco Valve Machine
Enterprise	Sewer Extensions	740	59	2009	International Vac Con Jet Truck
Enterprise	Water Extensions	730	72	2011	Ford Ranger Pickup
Enterprise	Water Extensions	730	713	2012	Chevrolet 1500 Pickup
Enterprise	Water Extensions	730	714	2012	Chevrolet Colorado Pickup
Enterprise	Sewer Extensions	740	52	2012	Freightliner Vacall Jet
Enterprise	Sewer Extensions	740	522	2013	Caterpillar 420F Backhoe

## 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 1<sup>st</sup> and ends June 30<sup>th</sup>.

**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