



**ADOPTED  
ANNUAL BUDGET  
2021-2022**

06/08/21



**TOWN OF SOUTHERN PINES,  
NORTH CAROLINA**

**ANNUAL PROGRAM OF SERVICES**

**2021 – 2022**

**TOWN COUNCIL**

Carol R. Haney	Mayor
Paul G. Murphy	Mayor Pro-Tem
Mitchell O. Lancaster	Treasurer
William H. Pate	Council Member
Michael P. Saulnier	Council Member

**TOWN MANAGER**

Reagan D. Parsons

Town of

Chartered 1887

Southern Pines

**TOWN OF SOUTHERN PINES  
2021-2022 ANNUAL BUDGET**

**TABLE OF CONTENTS**

---

**INTRODUCTORY SECTION**

Executive Managers.....	i
Organizational Chart.....	ii
Executive Summary.....	iii

**OVERVIEW**

Profile.....	1
Budget Format.....	2
Description of the Budget Process.....	3

**GENERAL FUND**

General Fund Summary.....	6
Revenue Definitions.....	7
Property Tax Rates.....	9
Property Tax Valuation Trends.....	10
Fund Balance Budget Summary.....	11
Consolidated Revenue Summary.....	12
Schedule of Revenues.....	13
Consolidated Expenditure Summary.....	15
Expenditures by Function and Transfers.....	16
Expenditure Summary – General Government.....	17
Expenditure Summary – Public Safety.....	18
Expenditure Summary – Economic and Physical Development.....	19
Expenditure Summary – Transportation.....	20
Expenditure Summary – Cultural and Recreation.....	21
Legislative.....	22
Administration.....	25
Information Technology.....	28
Financial Services.....	32
Police – Patrol.....	35
Police – Communications.....	39
Police – Investigations.....	44
Fire.....	48
Planning.....	54
Inspections.....	58
Streets.....	61
Public Works/Sanitation.....	66
Fleet Maintenance.....	70
Recreation and Parks.....	73
Library.....	78
Building and Grounds.....	81
Departmental New and Capital Requests.....	85

**UTILITY FUND**

Utility Fund Summary.....	86
Water Rate Schedule.....	87
Sewer Rate Schedule.....	88
Retained Earnings Summary.....	89
Schedule of Revenues.....	90
Consolidated Expenditure Summary.....	91
Expenditure by Function and Transfers.....	92
Water Treatment Plant.....	93
Water Extensions/Maintenance.....	96
Sewer Extensions/Maintenance.....	102
Billing and Collections.....	105
Departmental New and Capital Requests.....	108

**CAPITAL PROJECT FUNDS**

Capital Project Summary.....	109
Building Renovation.....	110
Open Space.....	111
Nicks Creek Parkway.....	112
Enterprise Information and Document Management System.....	113
Parking Lot Project.....	114
Storm Water Improvements.....	115
Bike Transportation Project.....	116
Streambank Stabilization.....	117
Facility Modernization.....	118
Reservoir Dam Improvements.....	119
Unpaved Street Project.....	120
Sidewalks – Phase II.....	121
Recreation Improvements.....	122
Capital Reserve Fund.....	123
Warrior Woods Lift Station.....	124
North Pressure Zone.....	125
Sanitary Sewer Modernization.....	126
Water Treatment Process Modernization.....	127
Water and Sewer Improvements – Water Distribution System.....	128
Water and Sewer Improvements – Sewer Collection System.....	129
East Morganton Road Water Line Replacement.....	130
Lift Station Upgrades.....	131
Pennsylvania/PeeDee Rd Water Line Replacement.....	132
Midland Road Water Line Replacement.....	133

**OTHER FUNDS**

Other Funds Summary.....	134
Cemetery Perpetual Care.....	135
Water System Development Fees.....	136
Sewer System Development Fees.....	137

**DEBT SERVICE**

Debt Service.....	138
-------------------	-----

**VEHICLE/EQUIPMENT REPLACEMENT LIST**

Vehicle/Equipment Replacement List.....	141
---	-----

**BUDGET GLOSSARY**

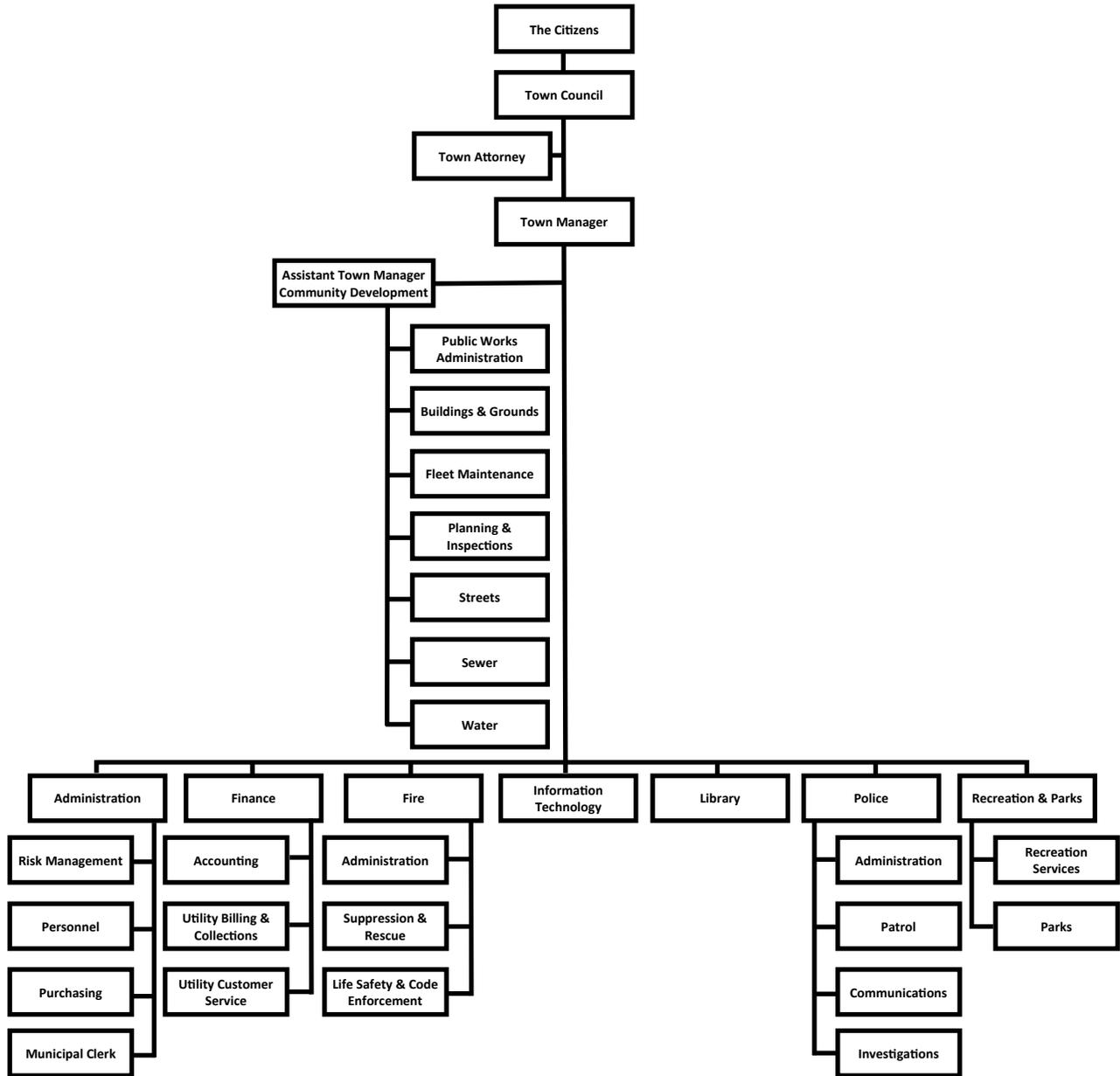
Budget Glossary.....	148
----------------------	-----

## **TOWN OF SOUTHERN PINES EXECUTIVE MANAGERS**

---

Reagan D. Parsons	Town Manager
Douglas R. Gill	Town Attorney
Jessica Roth	Assistant Town Manager
Mike Cameron	Fire Chief
Tess Brubaker-Speis	Director of Finance
Cindi King	Director of Recreation & Parks
Bruce Rosenberger	Director of Administrative Services
Nicholas Polidori	Police Chief
Amanda Brown	Director of Library Services
Nedra Norton	Director of Information Technology

# TOWN OF SOUTHERN PINES ORGANIZATIONAL CHART



## EXECUTIVE SUMMARY

I'm pleased to present the Town of Southern Pines draft Budget for Fiscal Year (FY) 2021-2022. As we developed the FY 2020-2021 budget last spring, we were facing a number of great unknowns with the spread of COVID-19, causing businesses to close and mandated restrictions. We prepared the FY 20-21 budget using a combination of collective best guess and conservative approaches. A year later, a number of realities have proven to be far more positive than we projected, giving us the ability to present a budget for FY 21-22 that not only maintains existing current service levels, but also holds the property tax rate at \$0.40 and provides for over \$475,000 in available fund balance.

One of the most positive and unexpected realities of FY 20-21 has been the strong performance of our Sales Tax collections, which proved not only to meet past levels of receipts, but actually exceeded all previous years in almost every month. These collections are likely due to some combination of new laws around on-line commerce and collections in addition to the constant influx of federal and state dollars through targeted tax and unemployment benefits. Regardless of the ultimate reason, steady collections have led us to adjust our assumptions upward for this revenue source that constitutes 25-30% of our total available resources each year.

In addition to the unexpectedly strong sales taxes, the Town has continued to experience growth over the past year, particularly with a recent upward trend in property values. While a majority of that growth will not be captured until the next County-wide re-appraisal, the trend is certainly promising from a tax base standpoint, even if potentially problematic in other ways. The long-term question is how long Southern Pines can expect to experience these upward trends and, ultimately, at what level values will settle. While we certainly are not seeing the explosion in growth and property values that communities in the Triangle region are experiencing, we are faring far better than most communities located in what many would consider "rural" North Carolina. Moore County, known for providing historically conservative revenue figures, has projected a 2.47% increase in growth over the next year for the property tax base in Southern Pines.

This budget will continue the Town's long history of providing 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 that are located throughout the Town. One of the Town's many strengths is our ongoing ability to attract and retain an educated and quality workforce. This is confirmed by data from the U.S. Census Bureau related to our available workforce; Southern Pines outperforms not only Moore County, but also the state and country with the education levels obtained by our residents aged 25 and over. Over half of Southern Pines citizens have earned at least a bachelor's degree, where this statistic is much closer to 30% in the county, state, and nationwide.

The FY 21-22 Budget includes a 2% across the board pay-scale adjustment for the Town's employees. This follows the mid-year adjustment of 2% that Council approved, which had been proposed prior to adoption of the FY 20-21 budget and could be implemented due to the aforementioned positive revenues.

The Town continues to experience increases in the provision of some services, particularly in the area of waste and recycling. In an effort to partially offset additional expenses associated with our Waste Contract, this budget proposes an increase of \$1.00/month for the Waste Disposal fees that are included on the utility bill. This increase would adjust the monthly disposal fees from \$11.00 to \$12.00, effective July 1, 2021. Even with this change, the proposed revenues generated from waste disposal fees constitute less than half of the expenditures for the hauling contracts and landfill usage. The budget does not propose any other increased fees related to the General Fund. The projected tax rate for FY 21-22 is proposed to remain at \$0.40 for a fourth year.

We knew last spring that FY 20-21 was going to be a busy, challenging year on its own merits, but it has proven to be exceptionally unique as the Town's Council, staff, and community adjusted to impacts from the COVID-19 pandemic and national events. We're pleased that many projects, both public and private,

have been completed or are underway and quality growth has continued to occur throughout the community. Some current capital projects include the delivery of the fire truck purchased in late FY 19-20 as well as the continued improvements to our facilities and infrastructure as recommended in the recently completed facilities assessment and space needs study. Work is now underway at our Public Works Annex. Upon completion, which is anticipated later this year, staff from the Town's community development divisions will relocate to the Annex and provide these services from a single location, compared to the status quo which requires customers to visit multiple locations to complete their business. Finally, in December 2020, the Town closed on 157+ acres of land known as the Whitehall tract that will provide for long term conservation and recreational use. This acquisition on Pee Dee Road is strategically located near the existing Reservoir Park and has the added benefit of averting the likely development of residential uses on a key piece of ecologically significant land.

The pandemic has certainly not slowed development interest and construction in Southern Pines; in fact, initial discussions and conceptual planning with builders and developers have arguably been at an all-time high over the past twelve months. Significant projects that have opened over the past year have ranged from new schools to the three-story building downtown which now houses the Southern Pines Growler Company and the Moore County Chamber of Commerce. A notable project that is currently under construction includes medical offices associated with Pinehurst Medical and Pinehurst Surgical clinics, part of a multi-phased health and life science campus on Morganton Road. Another sizable project includes the multi-family development at the intersection of Morganton Road and 15-501.

The Town also undertook significant work in support of the West Southern Pines (WSP) neighborhood over the past year. A Phase I economic study as completed, and has resulted in a new project with the Development Finance Initiative (DFI) considering the conceptual design and marketing of Town-owned lands connecting the Morganton Road corridor to the WSP community. This will represent a significant project in the coming year.

Both the Council and Town staff deserve significant recognition for all of their efforts over the past year. Numerous hearings have been held, and development decisions made, despite being faced with a new virtual world and resulting terms of engagement. Those interested citizens who also maneuvered through the unknown and provided feedback on various proposals also deserve accolades. While we made effort to maintain a safe work environment and provide remote opportunities for many office staff, the reality is that a majority of the service we provide as public employees cannot be done remotely, nor virtually. By the very nature of emergency services, our police and fire personnel continually faced the prospect of exposure to the COVID-19 virus. Building and site inspectors had some of the busiest years on record, with very limited ability to perform necessary work remotely. Our employees have persevered and overcome, with departments like recreation and the library continuously thinking outside the box and developing alternative offerings for our citizens and patrons. 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 21-22 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 21-22 Budget proposal:

- 1. Maintains existing service levels.**
- 2. Funds all outstanding debt service and operational expenses: Fire Department - \$493k; Police Department - \$470k; Public Works Annex - \$72k; and Fire Truck - \$137k.**
- 3. Addresses the financing of the principal and interest owed on the Whitehall tract as well as funds to undertake a Master Planning process of the property.**
- 4. Funds ongoing capital projects that include:**

- a. **Transfer to Sidewalk Capital Project Fund (CPF): \$200k**
  - b. **Annual paving projects through the Powell Bill: \$275k**
  - c. **Three vehicle replacements for the Police Department: \$167k**
  - d. **Police Dispatch Console Replacement: \$131k**
  - e. **Replacement of a Quick Replacement Vehicle (QRV) for the Fire Department: \$56k**
  - f. **Right of Way mowing equipment: \$210k**
  - g. **Transfer to Streambank Stabilization Fund: \$110k**
  - h. **Transfer to Recreation Fund for replacement of the playground at Elizabeth Rounds Park: \$92k**
  - i. **Transfer to the Pennsylvania Avenue/PeeDee Road CPF: \$139.2k**
5. **Funds new capital programs that include:**
- a. **Creation and transfer to a Reservoir Park Dam Fund: \$75k**
  - b. **New Engineering Technician position: \$24k**
  - c. **New Community Development/Long Range Planner position: \$58k**
  - d. **Self-Propelled Lift: \$65k**
  - e. **Body Cameras for the Police Department: \$210k over five years**
  - f. **New Brush Truck/Utility vehicle for the Fire Department: \$212k**
6. **Reserves a 25% fund balance to in order to provide financial protection from catastrophic occurrences and maintain the Town's excellent bond rating and borrowing capacity.**

Many have contributed to the development of this budget proposal - the leadership and guidance of our Town's elected officials, the day-to-day feedback from our citizenry and customers, and an excellent Town staff who are dedicated to policy implementation and serving our 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 FY 21-22 Budget to Town Council for consideration and adoption.

### GENERAL FUND

This FY 21-22 proposal is based on an ad valorem rate of forty (40) cents. Based upon an average property value of \$321,445 (Moore County estimate for residential land and structure, the typical Southern Pines property owner would pay the Town \$1,285 in ad-valorem taxes. This average home value represents an increase of \$6,445 from FY 20-21, meaning that an "average" property owner would pay an additional \$125 in FY 21-22 compared to last year.

As an overview, the Budget document contains expected **General Fund revenues before other financing sources increases of \$418,555** over the revised amount budgeted in FY 20-21. This increase can be accounted for as follows: the expected property tax receipts from additional growth; the additional revenue generated from the \$1 increase in the Waste Disposal Fee; and a significant adjustment in anticipated sales tax receipts based on trends realized over the past four years. These increases offset the "loss" of revenue the Town expects from: a one-time CARES Act grant; phasing out, as scheduled, of the Staffing for Adequate Fire and Emergency Response Grants (SAFER) to temporarily fund new fire personnel; and an estimated decrease in investment earnings due to less cash available for investments and a declining interest rate environment.

On the expenditure side of the ledger, **General Fund expenditures before transfers are expected to increase \$1,174,569** compared to the revised FY 20-21 budget. The majority of this increase can be attributed to: state-mandated increases in Employer-provided pension contributions; a 3% increase to premiums for major medical insurance; and annual increases associated with the sanitation contract. In addition, nearly a third of the increase represents the first two payments on the installment loan to pay off the remaining debt on the Whitehall tract; the Town will enter into an installment contract by the end of FY

20-21 representing six semi-annual payments over each of the next three fiscal years. The remainder of the increase represents the proposed new positions and more expensive pieces of capital equipment listed earlier in this message.

Based on a 98.5% collection rate for tax revenues and without any dollars over and above our conservative estimates, the FY21-22 budget will result in an **ending available fund balance of \$475,218. Available fund balance represents dollars in reserve, over and above the locally mandated reserve that equals 25% of the operating expenditures.** As Council evaluates projects throughout the fiscal year, the available fund balance may be transferred to fund projects after Council approval.

### **UTILITY FUND**

The Utility Fund budget for FY 21-22 represents a continued conservative fiscal approach. In an effort to cover expenses associated with operations and maintenance expenses and contributions to capital projects scheduled over the next ten years and beyond, the proposed Budget increases water and sewer availability and consumption rates by 4%, effective July 1, 2021. The Town has undertaken extensive studies in recent years toward establishing capital improvement plans that address both aging infrastructure and future growth. These studies have resulted in the ability to update reports for the System Development Fee (SDF) and undertake a long-term rate analysis.

Debt service in FY 21-22 will total \$212k and includes the contribution from the Enterprise Fund for the upfit of the Public Works Annex and campus (representing 33% of the loan payment) as well as a scheduled payment for the AMR (Automatic Meter Reading) project. Overall **Utility Fund revenues are projected to increase \$672,787** over the amount budgeted in FY 20-21, which will help to cover increased costs of day-to-day business in addition to transfers to important capital projects.

**Overall, expenditures in the Operational and Maintenance Budget are projected to decrease \$177,341.** The decrease is attributed to the debt on the Raw Water Reservoir now being paid. Transfers to significant capital projects over recent years have depleted retained earnings, which must be replenished prior to undertaking any new loans and projects that are anticipated in the near future.

The Town has appropriated significant levels of Retained Earnings for four consecutive budgets. Paired with the 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, the FY 21-22 Budget accounts for an increase in the Water availability rate to \$13.00 and Sewer availability rate to \$6.76, which means water and sewer is available to the curb for a monthly expense of \$19.76. In addition, the consumption rate for water will increase by 4% (\$0.14 per 1,000g) and the sewer rate by 5% (\$0.24 per 1,000g). Based on these proposed increases, the average consumer (estimated at 5,000g per month) will pay an additional \$2.66 per month or \$31.92 annually.

### **CAPITAL PROJECT FUNDS**

The final area of significance in the proposed FY 21-22 Budget is the Town's Capital Project Funds. The following summary represents proposed changes from FY 20-21:

1. Capital Project Fund – Sidewalks II – Fund 57 will receive an appropriated transfer of \$200,000 from the General Fund, which includes \$61,750 generated by the vehicle registration fees. Planned work in FY 21-22 will include continued progress on our long-term sidewalk plans, including ongoing improvements along Bennet Street.
2. The Streambank Stabilization Fund will receive an additional \$110k toward the first phase of work to be completed 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.

3. The Sanitary Sewer Modernization Fund will receive an appropriation of \$462k from Retained Earnings. This will allow for continued rehabilitation and replacement efforts resulting from an AIA grant study of the Town's sanitary sewer system. This \$462k represents step two in an annual effort intended to improve the system over a ten-year period.
4. The Water Treatment Process Modernization Fund will be appropriated an additional \$250k from Retained Earnings to address projects at the Water Treatment Plant.
5. Fund 67 Water will receive a \$185k transfer from Retained Earnings toward repair and rehabilitating projects throughout the system.
6. The Recreation CPF will receive a transfer of \$92k for work at Betty Rounds Park, which includes replacing the playground and play surface, modernizing the equipment, and making it accessible.
7. The Town will create a CPF for Reservoir Park Dam with initial funding of \$75k. This will allow for necessary engineering studies and an update of the Emergency Plan. Future work will include necessary tree removal on the dam and on-site valving and equipment.
8. The CPF for the Pennsylvania Avenue/Pee Dee Road infrastructure project will receive a \$139.2k transfer from Retained Earnings. This project will upgrade the existing 10" water line to a 16" transmission main.

The Town Council, its Boards and Commissions, the citizens, and Town staff have made the development of this Budget document possible. I am truly 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 21-22 Budget and am humbled by all that the Council and staff have been able to accomplish during the difficult past year. 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 2020 population of 14,657 and is located in Moore County (County) and encompasses 17.40 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 28	Capital & New Request Forms to Department Directors
January 15	Capital and New Request Forms due to Finance
February 1	Departmental Budget Packets to Department Directors
February 15	Departmental Budget Packets due to Finance
March 10	Budget Reviews with Department Directors, Town Manager & Finance Director

March 24	Department Director's Retreat
April 7	Council Retreat
May 11	Presentation of Budget by Town Manager and Public Hearing
May 11 – June 8	Budget Discussions
June 8	Public Hearing
June 8	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. All inter-fund transfers and debt service requirements are included in the proposed budget.

## **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. An electronic copy is also available on the Town's website.

## **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 or Senior Accountant, and then voted upon by the Town Council. If approved, the original budget appropriation is then amended.

Town of

Chartered 1887

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.

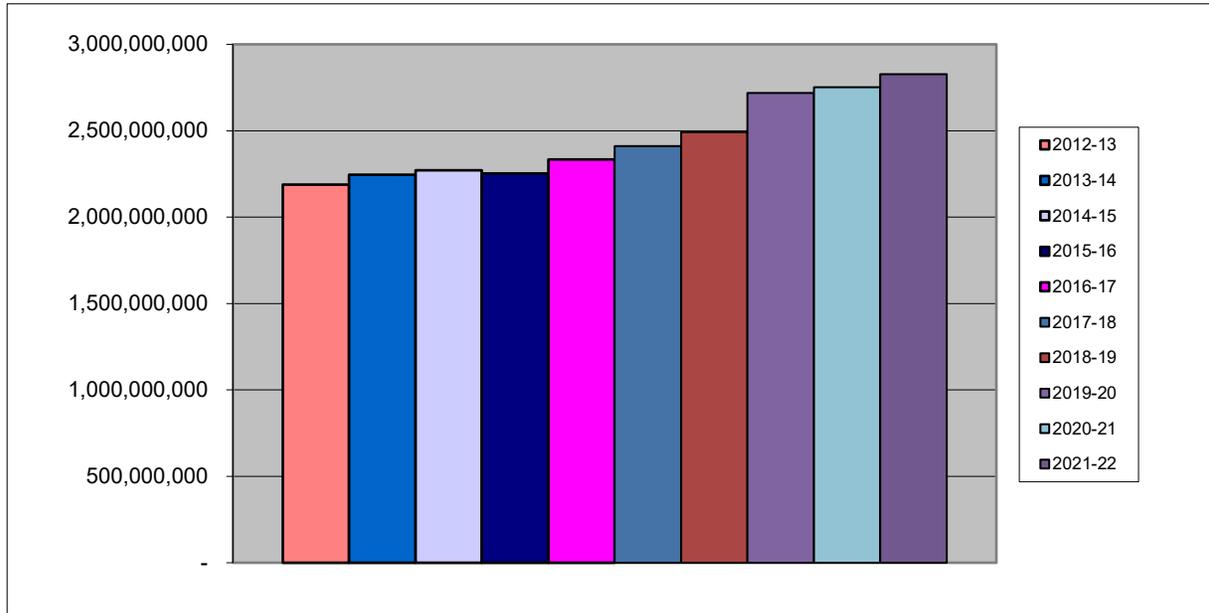
**TOWN OF SOUTHERN PINES**

**PROPERTY TAX RATES  
Last Ten Fiscal Years**

<b><u>Year Ended June 30</u></b>	<b><u>Town of Southern Pines</u></b>
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
2022	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>
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	2,491,817,005	9,965,189	249,182
2019	2019-20	2,718,552,546	10,856,347	271,855
2020	2020-21	2,751,158,650	11,004,634	275,116
2021	2021-22	2,826,484,300	11,305,937	282,648

Town of

Chartered 1887

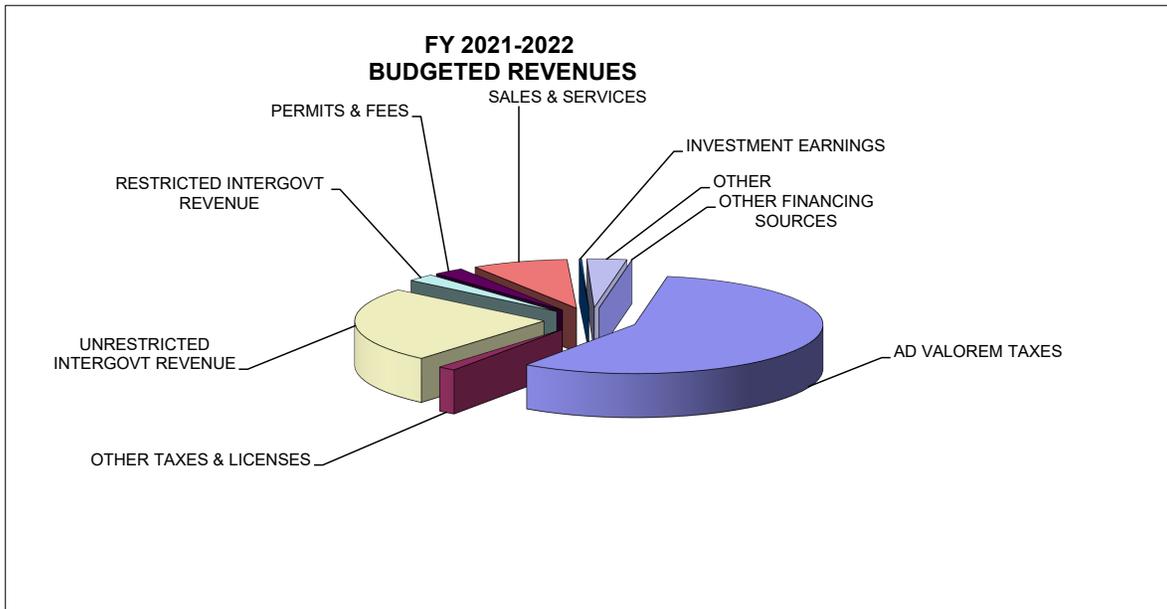
Southern Pines

TOWN OF SOUTHERN PINES  
GENERAL FUND  
BUDGET SUMMARY  
2021-2022

	ACTUAL 2019-2020	BUDGET 2020-2021 as of 03/31/21	EXPECTED REVENUES EXPENDITURES 2020-2021	BUDGET 2021-2022
Available Fund Balance - Beginning	\$ 6,806,883	\$ 7,791,204	\$ 7,791,204	\$ 8,803,215
Total Revenues & Reserve Increases	<u>21,038,317</u>	<u>20,939,605</u>	<u>21,581,562</u>	<u>19,618,755</u>
Total Funds Available	27,845,200	28,730,809	29,372,766	28,421,970
Total Expenditures	19,343,029	20,801,233	19,730,288	21,975,802
Transfers Out to Capital Projects	<u>710,967</u>	<u>613,922</u>	<u>839,263</u>	<u>477,000</u>
Available Fund Balance - Ending	<u>\$ 7,791,204</u>	<u>\$ 7,315,654</u>	<u>\$ 8,803,215</u>	5,969,168
Less 3 Months Expenditures				5,493,951
Available Fund Balance - FYE 06/30/22				<u>\$ 475,218</u>

TOWN OF SOUTHERN PINES  
GENERAL FUND  
CONSOLIDATED REVENUE SUMMARY  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021	EXPECTED as of 03/31/20	BUDGET 2021-2022	% of Revenue
AD VALOREM TAXES	\$ 9,670,485	\$ 9,989,891	\$ 10,780,683	\$ 10,877,565	\$ 10,972,832	\$ 11,158,348	56.88%
OTHER TAXES & LICENSES	245,365	258,833	309,616	285,150	293,621	298,550	1.52%
UNRESTRICTED INTERGOVT REVENUE	4,779,476	5,098,682	5,214,808	4,419,000	5,129,188	4,865,441	24.80%
RESTRICTED INTERGOVT REVENUE	424,748	706,216	780,125	788,419	772,995	472,320	2.41%
PERMITS & FEES	482,657	508,677	547,162	414,000	658,032	509,000	2.59%
SALES & SERVICES	1,246,730	1,358,692	1,377,183	1,510,658	1,343,675	1,611,600	8.21%
INVESTMENT EARNINGS	120,533	211,233	180,190	110,250	38,000	38,000	0.19%
OTHER	621,370	672,618	679,037	795,158	633,814	665,496	3.39%
OTHER FINANCING SOURCES	-	-	650,000	-	-	-	0.00%
	<u>\$ 17,591,364</u>	<u>\$ 18,804,842</u>	<u>\$ 20,518,804</u>	<u>\$ 19,200,200</u>	<u>\$ 19,842,157</u>	<u>\$ 19,618,755</u>	



Town of Southern Pines  
General Fund  
Schedule of Revenues  
2021-2022

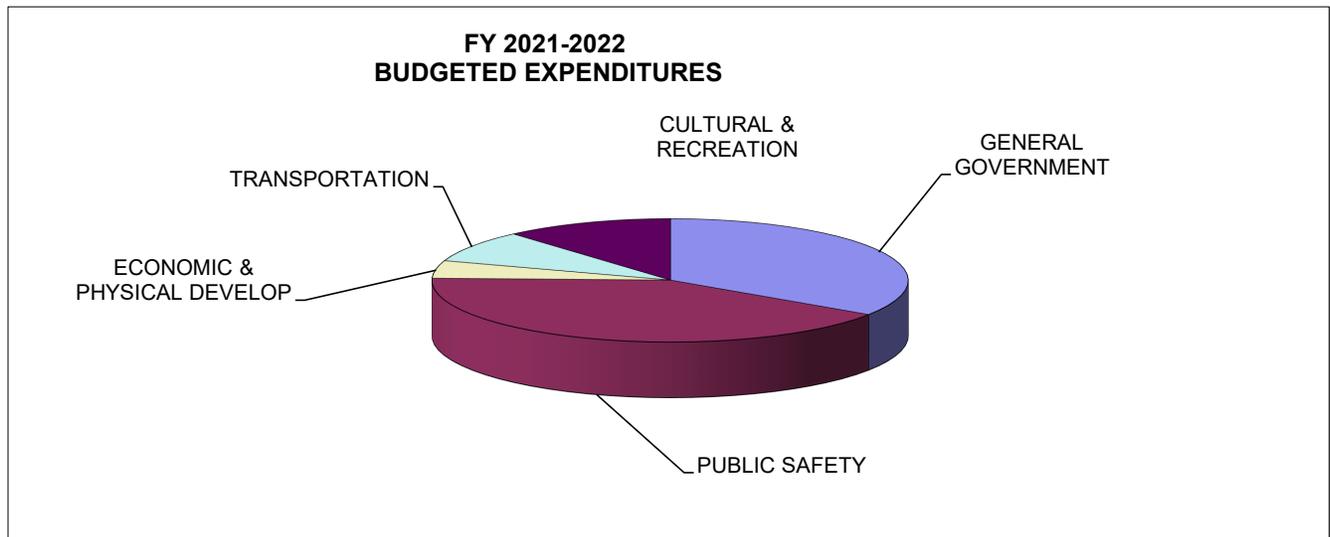
	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021 as of 07/01/20	BUDGET 2020-2021 as of 03/31/21	EXPECTED REVENUES 2020-2021	BUDGET 2021-2022
<b>AD VALOREM TAXES:</b>							
Current	\$ 9,623,389	\$ 9,954,525	\$ 10,836,428	\$ 10,839,565	\$ 10,839,565	\$ 10,954,077	\$ 11,136,348
Delinquent	27,278	17,767	(67,691)	20,000	20,000	9,000	10,000
Penalties & Interest	19,818	17,599	11,946	18,000	18,000	9,755	12,000
<b>TOTAL AD VALOREM TAXES</b>	<b>9,670,485</b>	<b>9,989,891</b>	<b>10,780,683</b>	<b>10,877,565</b>	<b>10,877,565</b>	<b>10,972,832</b>	<b>11,158,348</b>
<b>OTHER TAXES &amp; LICENSES:</b>							
Short-Term Rental Property Tax	55,428	49,983	54,782	48,000	48,000	52,075	50,000
Solid Waste Disposal Tax	9,344	9,754	10,781	9,000	9,000	10,341	10,000
Privilege/Beer - Wine License	2,405	2,870	2,380	2,000	2,000	3,055	2,400
Alcoholic Beverage Ctrl	178,188	196,226	198,273	165,000	165,000	167,000	175,000
Municipal Vehicle Tax	0	0	43,400	61,150	61,150	61,150	61,150
<b>TOTAL OTHER TAXES</b>	<b>245,365</b>	<b>258,833</b>	<b>309,616</b>	<b>285,150</b>	<b>285,150</b>	<b>293,621</b>	<b>298,550</b>
<b>UNRESTRICTED INTERGOVT REVENUE:</b>							
Article 39 Sales Tax - 1%	1,375,825	1,493,212	1,559,124	1,275,000	1,275,000	1,560,132	1,451,155
Article 40 Local Sales Tax - 1/2%	742,191	793,474	832,308	670,000	670,000	819,018	768,855
Article 42 Local Sales Tax - 1/2%	677,815	736,188	769,264	625,000	625,000	766,664	713,324
Article 44 1/2%-Hold Harmless	709,268	753,438	783,857	637,000	637,000	773,288	728,107
Beer and Wine Tax	59,581	60,397	61,178	58,000	58,000	58,000	58,000
Video Programming	159,510	151,120	147,621	154,000	154,000	142,086	146,000
Utilities Franchise/Sales	1,055,286	1,110,853	1,061,456	1,000,000	1,000,000	1,010,000	1,000,000
<b>TOTAL UNRESTRICTED INTERGOVERNMENTAL</b>	<b>4,779,476</b>	<b>5,098,682</b>	<b>5,214,808</b>	<b>4,419,000</b>	<b>4,419,000</b>	<b>5,129,188</b>	<b>4,865,441</b>
<b>RESTRICTED INTERGOVT REVENUE:</b>							
Powell Bill Allocation	405,234	403,744	404,177	401,000	401,000	386,118	390,000
State Aid Library	6,627	6,138	5,949	5,951	5,951	6,159	6,200
Library Grants	9,166	0	78,754	0	0	0	0
Recreation Grants	1,400	1,350	0	1,250	1,250	500	1,000
FEMA Revenue	0	174,887	24,772	0	203,038	203,038	0
On-Behalf of Pymts. - Fire	0	9,123	13,158	0	0	0	0
Fire Grants	0	102,839	248,208	177,180	177,180	177,180	75,120
Police Grants	2,321	8,135	5,107	0	0	0	0
<b>TOTAL RESTRICTED INTERGOVERNMENTAL</b>	<b>424,748</b>	<b>706,216</b>	<b>780,125</b>	<b>585,381</b>	<b>788,419</b>	<b>772,995</b>	<b>472,320</b>
<b>PERMITS AND FEES:</b>							
Inspections	359,180	329,608	338,600	300,000	300,000	452,000	325,000
Planning	41,095	32,157	78,740	35,000	35,000	87,000	85,000
Homeowner Recovery Fee	2,260	2,030	2,510	1,000	1,000	2,260	1,000
Zoning Fees	0	17,745	16,850	15,000	15,000	15,000	15,000
Street Department	45,234	43,690	36,920	30,000	30,000	35,000	30,000
Fire	1,050	850	700	0	0	500	0
Public Works	14,220	32,982	64,036	15,000	15,000	59,772	35,000
Police Department	19,618	49,615	8,806	18,000	18,000	6,500	18,000
<b>TOTAL PERMITS AND FEES</b>	<b>482,657</b>	<b>508,677</b>	<b>547,162</b>	<b>414,000</b>	<b>414,000</b>	<b>658,032</b>	<b>509,000</b>

Town of Southern Pines  
General Fund  
Schedule of Revenues  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021 as of 07/01/20	BUDGET 2020-2021 as of 03/31/21	EXPECTED REVENUES 2020-2021	BUDGET 2021-2022
<b>SALES AND SERVICES:</b>							
Library	43,685	46,157	33,842	40,000	40,000	24,000	<b>35,000</b>
Recreation Fees	209,294	209,450	152,966	195,000	195,000	100,000	<b>195,000</b>
Police Extra Duty	55,025	75,398	27,877	65,000	65,000	28,000	<b>65,000</b>
Fire Extra Duty	225	1,215	2,588	0	0	0	<b>0</b>
Rents	296,382	280,792	320,136	310,500	310,500	320,500	<b>320,500</b>
Facility Rental - Recreation	39,950	37,855	26,713	35,000	35,000	5,000	<b>25,000</b>
Court Facilities Fee	0	515	(98)	300	300	0	<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	596,169	701,310	807,159	858,858	858,858	860,175	<b>964,800</b>
<b>TOTAL SALES AND SERVICES</b>	<b>1,246,730</b>	<b>1,358,692</b>	<b>1,377,183</b>	<b>1,510,658</b>	<b>1,510,658</b>	<b>1,343,675</b>	<b>1,611,600</b>
<b>INVESTMENT EARNINGS:</b>	<b>120,533</b>	<b>211,233</b>	<b>180,190</b>	<b>110,250</b>	<b>110,250</b>	<b>38,000</b>	<b>38,000</b>
<b>OTHER:</b>							
Surplus Property Sales	4,991	64,829	77,001	85,000	85,000	35,330	<b>70,000</b>
Miscellaneous Revenue	89,199	77,108	86,553	46,400	82,176	105,197	<b>50,000</b>
Demolition Liens	350	0	5	0	0	1,000	<b>0</b>
Fire Donations	12,094	25,958	0	0	2,500	2,500	<b>0</b>
Court Costs	4,324	2,768	2,681	2,500	2,500	2,035	<b>2,500</b>
Cemetery	1,250	1,750	2,250	1,000	1,000	2,500	<b>1,000</b>
Fire District Revenue - Escrow	0	0	0	0	0	0	<b>89,838</b>
Fire District Revenue	504,122	488,155	473,398	613,607	613,607	475,122	<b>449,158</b>
Donations	5,040	12,050	37,149	3,000	8,375	10,130	<b>3,000</b>
<b>TOTAL OTHER REVENUE</b>	<b>621,370</b>	<b>672,618</b>	<b>679,037</b>	<b>751,507</b>	<b>795,158</b>	<b>633,814</b>	<b>665,496</b>
<b>OTHER FINANCING SOURCES</b>							
Financing Proceeds	0	0	650,000	0	0	0	<b>0</b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>17,591,364</b>	<b>18,804,842</b>	<b>20,518,804</b>	<b>18,953,511</b>	<b>19,200,200</b>	<b>19,842,157</b>	<b>19,618,755</b>
<b>FUND BALANCE [(ADD TO)/USE OF]:</b>	<b>117,446</b>	<b>(793,478)</b>	<b>(464,808)</b>	<b>1,739,405</b>	<b>2,214,955</b>	<b>727,394</b>	<b>2,834,047</b>
<b>REVENUES AFTER ADDITIONS/ REDUCTIONS FROM FUND BALANCE</b>	<b>\$ 17,708,810</b>	<b>\$ 18,011,364</b>	<b>\$ 20,053,996</b>	<b>\$ 20,692,916</b>	<b>\$ 21,415,155</b>	<b>\$ 20,569,551</b>	<b>\$ 22,452,802</b>

TOWN OF SOUTHERN PINES  
GENERAL FUND  
CONSOLIDATED EXPENDITURE SUMMARY  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET as of 03/31/2021	EXPECTED EXPENDITURES 2020-2021	BUDGET 2021-2022
GENERAL GOVERNMENT	\$ 6,219,687	\$ 6,385,983	\$ 6,733,087	\$ 7,187,622	\$ 7,092,640	\$ 7,480,813
PUBLIC SAFETY	7,408,395	6,925,060	8,060,060	8,452,696	7,910,647	8,924,817
ECONOMIC & PHYSICAL DEVELOP	614,067	621,021	405,319	944,798	922,019	1,006,561
TRANSPORTATION	1,295,031	1,323,289	1,574,317	1,677,654	1,607,709	1,828,132
CULTURAL & RECREATION	1,687,082	1,686,627	2,229,207	2,477,081	2,216,409	2,492,887
<b>SUB-TOTAL</b>	<b>17,224,262</b>	<b>16,941,980</b>	<b>19,001,990</b>	<b>20,739,851</b>	<b>19,749,424</b>	<b>21,733,210</b>
NON-DEPARTMENTAL & TRANSFERS	484,548	1,069,384	680,379	675,304	820,127	719,592
<b>TOTAL</b>	<b>\$ 17,708,810</b>	<b>\$ 18,011,364</b>	<b>\$ 19,682,369</b>	<b>\$ 21,415,155</b>	<b>\$ 20,569,551</b>	<b>\$ 22,452,802</b>



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

TOWN OF SOUTHERN PINES  
GENERAL FUND  
EXPENDITURE BY FUNCTION AND TRANSFERS  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021 as of 07/01/20	BUDGET 2020-2021 as of 03/31/2021	EXPECTED EXPENDITURES 2020-2021	BUDGET 2021-2022
Legislative	\$ 194,366	\$ 147,985	\$ 177,200	\$ 177,856	\$ 205,541	\$ 190,311	\$ 198,201
General Administration	598,039	616,717	650,025	687,381	731,012	727,004	894,803
Information Technology	743,060	729,305	1,111,518	1,190,491	1,241,153	1,211,308	1,233,183
Financial Services	661,212	726,447	733,844	757,814	765,535	763,940	803,550
Police Administration & Patrol	3,444,492	3,368,008	3,388,391	3,933,220	4,032,671	3,778,411	4,123,635
Police Communications	395,542	424,015	476,706	548,115	555,404	551,408	764,762
Investigations	901,688	745,945	775,323	981,522	962,795	732,889	793,555
Fire/Rescue	2,666,673	2,387,092	3,419,640	2,843,656	2,901,826	2,847,939	3,242,865
Planning	614,067	621,021	405,319	412,804	483,657	469,492	533,772
Inspections	0	0	371,627	416,899	461,141	452,527	472,789
Street Maintenance	1,295,031	1,323,289	1,574,317	1,662,230	1,677,654	1,607,709	1,828,132
Public Works/Sanitation	1,950,116	2,092,289	2,344,142	2,644,723	2,515,200	2,497,474	2,608,904
Fleet Maintenance	336,547	311,788	297,682	326,616	331,156	323,505	341,349
Recreation	791,925	806,816	1,227,864	1,479,653	1,493,767	1,291,279	1,521,342
Library	895,157	879,811	1,001,343	972,107	983,314	925,130	971,545
Building and Grounds	1,697,347	1,720,702	1,389,926	1,347,697	1,369,275	1,350,348	1,371,823
Special Appropriations:							
Sponsorships	1,000	1,500	1,500	1,500	1,500	1,500	1,500
Economic Development-Dues	25,000	26,250	26,250	26,250	26,250	26,250	26,500
Economic Incentive	12,000	12,000	0	0	0	0	0
Shaw House	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Special Appropriations	39,000	40,750	28,750	28,750	28,750	28,750	29,000
Non-Departmental:							
W/S Indirect Costs	(986,277)	(1,021,577)	(1,050,334)	(1,141,360)	(1,141,360)	(1,141,360)	(1,184,485)
Installment Purchase-Fire Sub-Station	0	518,191	517,718	505,414	505,414	499,434	432,910
Installment Purchase St. Sweeper	38,819	0	0	0	0	0	0
Installment Purchase Police Station	534,354	530,020	502,028	485,864	485,864	485,864	469,701
Installment Purchase Whitehall Tract	0	0	0	0	0	0	315,758
Installment Purchase Annex Upfit	0	0	0	74,538	74,538	0	71,782
Installment Purchase Fire Vehicle	80,698	0	0	136,926	136,926	136,926	136,926
Total Non-Departmental	(332,406)	26,634	(30,588)	61,382	61,382	(19,136)	242,592
Total Expenditures	16,891,856	16,968,614	19,343,029	20,472,916	20,801,233	19,730,288	21,975,802
Transfers:							
Transfer to Cap Proj-Fire Sub-Station	35,000	0	0	0	0	0	0
Transfer to Cap Proj-Unpaved Street	185,000	230,000	0	0	0	0	0
Transfer to Cap Proj-Fiber Optics	76,593	0	0	0	0	0	0
Transfer to Cap Proj-Open Space	0	0	0	0	293,922	519,263	0
Transfer to Cap Proj-Storm Water	0	100,000	0	0	0	0	0
Transfer to Cap Proj-Pool Park	87,861	0	0	0	0	0	0
Transfer to Cap Proj-EIDMS	0	125,000	0	0	0	0	0
Transfer to Cap Proj-Downtown Park	185,000	35,000	0	0	0	0	0
Transfer to Cap Proj-Recreation Improv	97,500	100,000	80,000	0	0	0	92,000
Transfer to Cap-Proj-Parking Lots	0	200,000	43,000	45,000	45,000	45,000	0
Transfer to Cap-Proj-Facility Modern	0	102,750	313,817	0	0	0	0
Transfer to Cap-Proj-Building Renov	0	0	13,000	0	100,000	100,000	0
Transfer to Cap-Steambank Stabilization	0	0	0	75,000	75,000	75,000	110,000
Transfer to Cap Proj-Reservoir Dam Upfit	0	0	0	0	0	0	75,000
Transfer to General Capital Reserve	0	0	0	0	0	0	0
Transfer to Cap Proj-Sidewalks	150,000	150,000	261,150	100,000	100,000	100,000	200,000
Total Transfers	816,954	1,042,750	710,967	220,000	613,922	839,263	477,000
Total Expenditures/Transfers	\$ 17,708,810	\$ 18,011,364	\$ 20,053,996	\$ 20,692,916	\$ 21,415,155	\$ 20,569,551	\$ 22,452,802

## EXPENDITURE SUMMARY

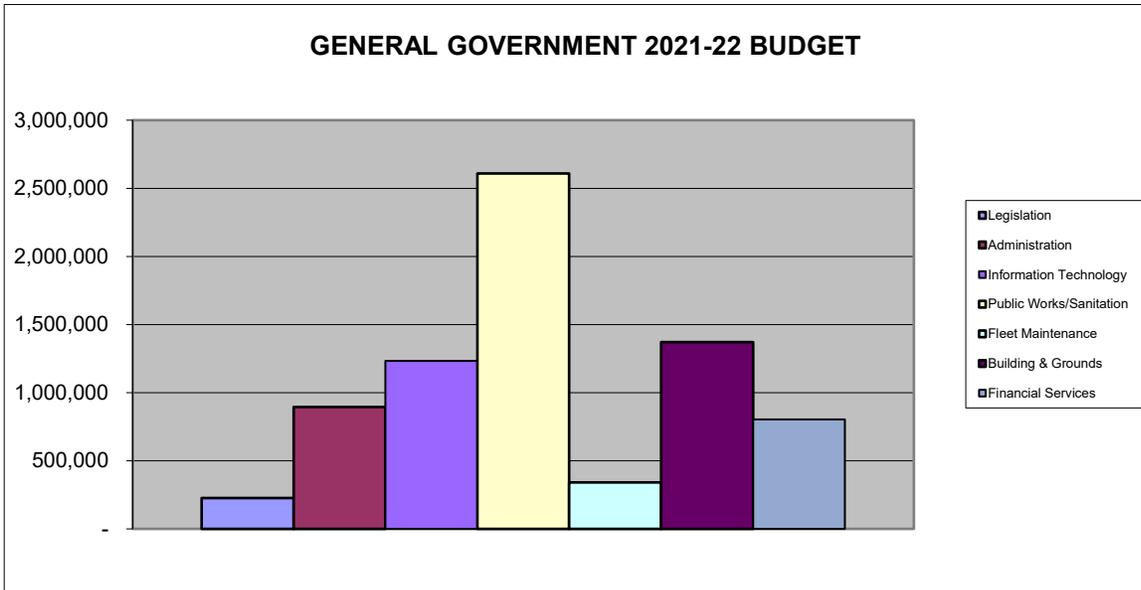
Fund: General

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 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 2,585,145	\$ 2,675,710	\$ 2,679,632	\$ 2,854,931
Operating	3,906,785	4,454,195	4,331,503	4,498,882
Capital Outlay	241,157	57,717	81,505	127,000
<b>Total</b>	<b>\$ 6,733,087</b>	<b>\$ 7,187,622</b>	<b>\$ 7,092,640</b>	<b>\$ 7,480,813</b>



**EXPENDITURE SUMMARY**

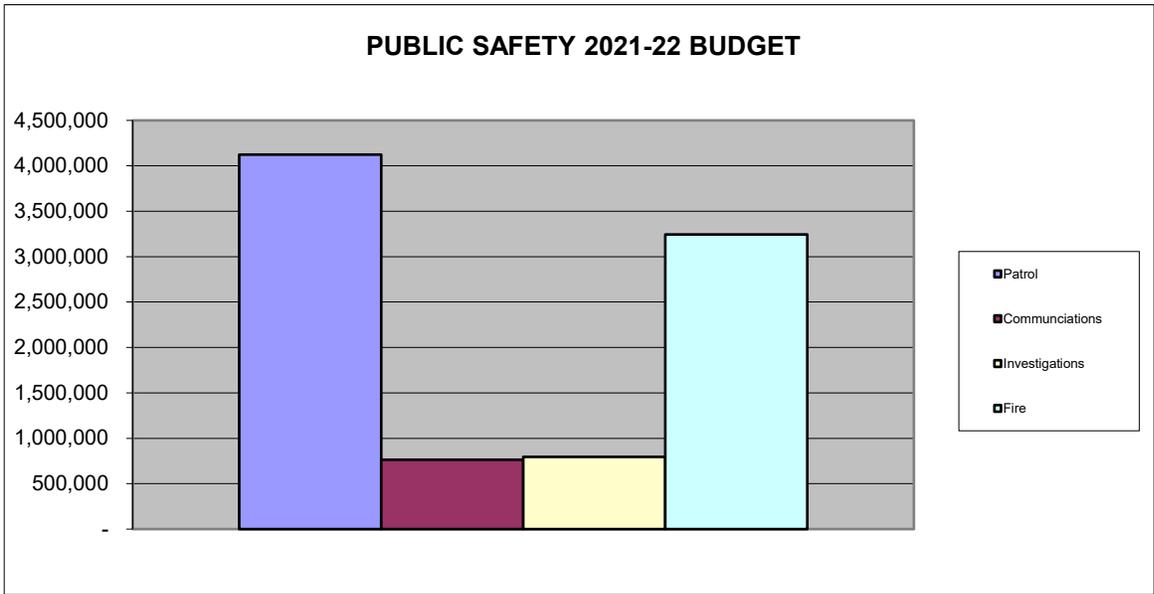
Fund: General

Function: Public Safety

General Fund Departments/Functions:

Police Patrol, Police Communications, Police Investigations, Fire

Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 6,230,273	\$ 6,703,083	\$ 6,341,597	\$ 6,875,330
Operating	1,065,010	1,433,613	1,255,050	1,437,987
Capital Outlay	764,776	316,000	314,000	611,500
<b>Total</b>	<b>\$ 8,060,059</b>	<b>\$ 8,452,696</b>	<b>\$ 7,910,647</b>	<b>\$ 8,924,817</b>



**EXPENDITURE SUMMARY**

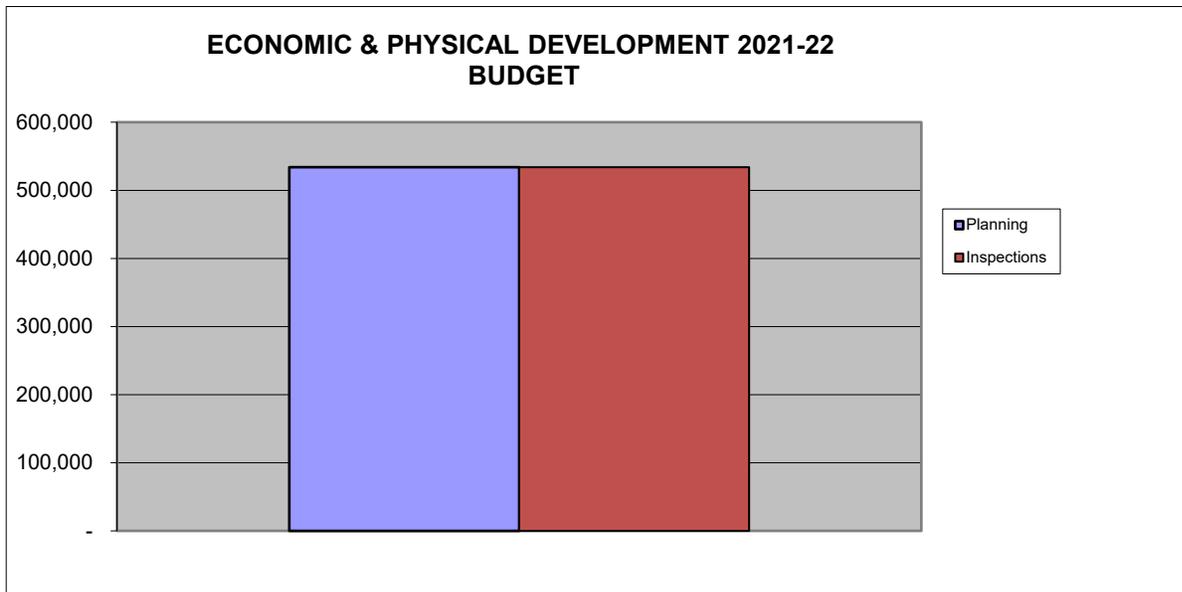
Fund: General

Function: Economic & Physical  
Development

General Fund Departments/Functions:

Planning, Inspections

Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 670,839	\$ 757,198	\$ 761,344	\$ 832,460
Operating	106,106	187,600	160,675	174,101
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 776,945</b>	<b>\$ 944,798</b>	<b>\$ 922,019</b>	<b>\$ 1,006,561</b>



**EXPENDITURE SUMMARY**

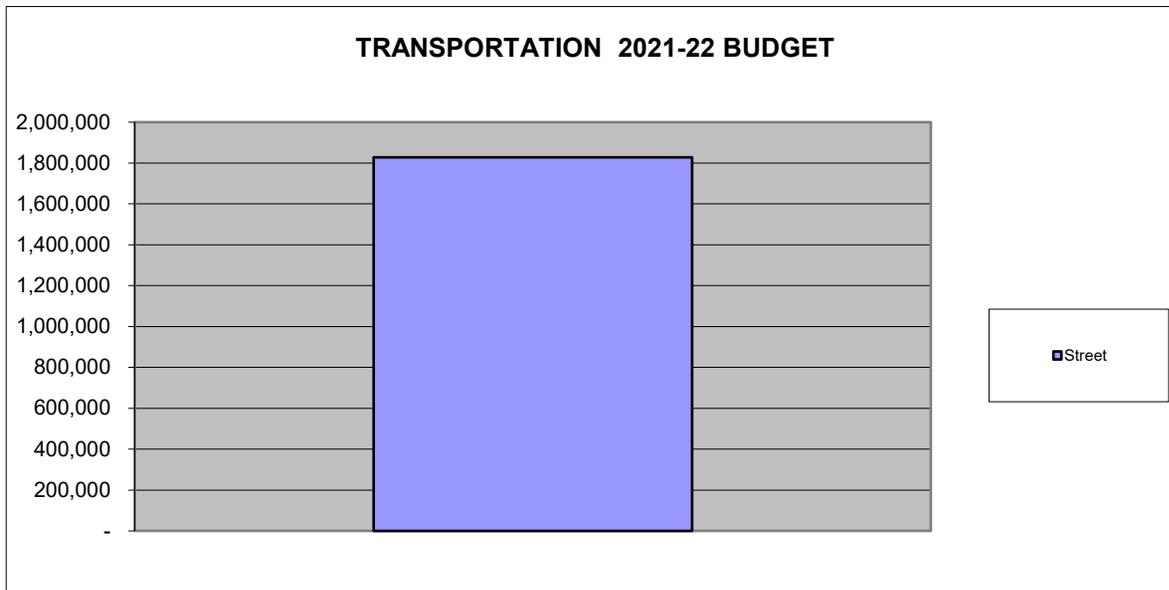
Fund: General

Function: Transportation

General Fund Departments/Functions:

Transportation

Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 708,217	\$ 812,579	\$ 789,201	\$ 838,017
Operating	477,431	498,075	445,780	505,115
Capital Outlay	388,669	367,000	372,728	485,000
<b>Total</b>	<b>\$ 1,574,317</b>	<b>\$ 1,677,654</b>	<b>\$ 1,607,709</b>	<b>\$ 1,828,132</b>



EXPENDITURE SUMMARY

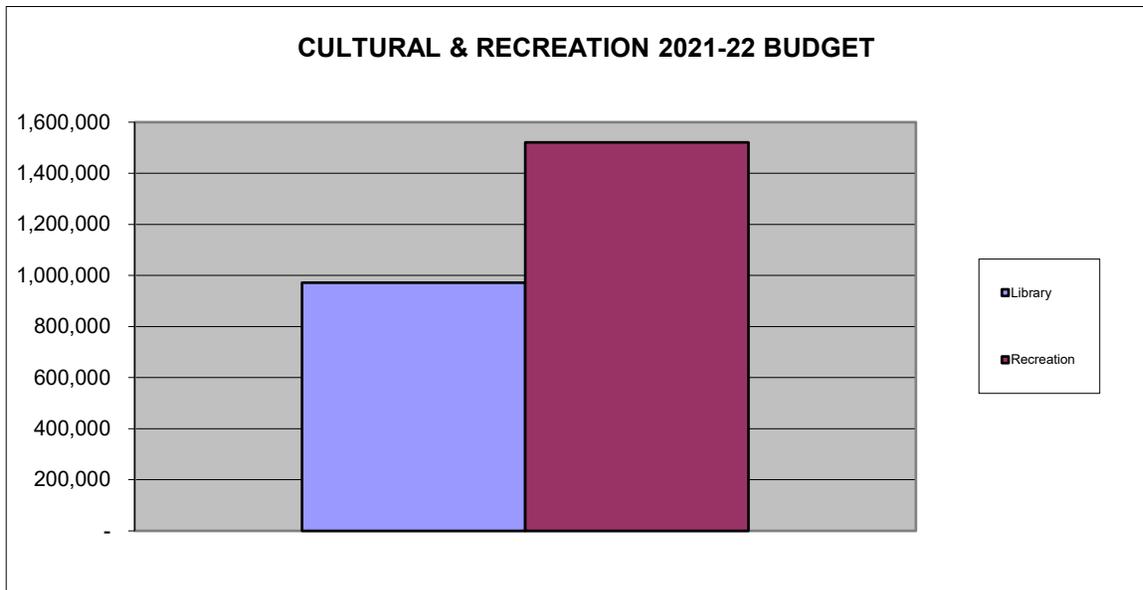
Fund: General

Function Cultural & Recreation

General Fund Departments/Functions:

Library, Recreation

Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 1,498,797	\$ 1,657,675	\$ 1,546,449	\$ 1,650,182
Operating	537,197	749,406	606,960	799,705
Capital Outlay	193,213	70,000	63,000	43,000
<b>Total</b>	<b>\$ 2,229,207</b>	<b>\$ 2,477,081</b>	<b>\$ 2,216,409</b>	<b>\$ 2,492,887</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.

---

### Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Agenda Items Considered:	85	90	88
- Consent	35	50	45
- Miscellaneous	4	6	5
- Architectural Reviews	10	10	8
- Workshop Items	47	50	52

LEGISLATIVE

Fund: General

Function: General Government

Goal: To provide overall guidance for municipal operations.

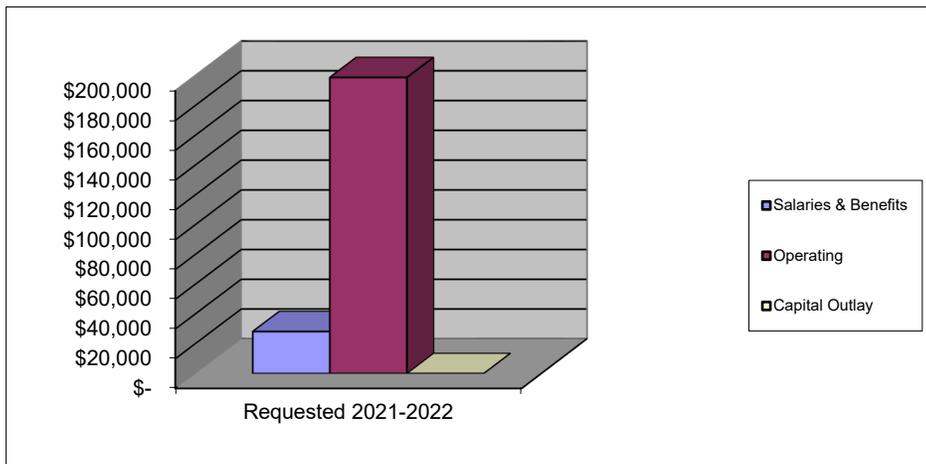
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 28,268	\$ 28,271	\$ 28,271	\$ 28,271
Operating	177,682	206,020	190,790	198,930
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 205,950</b>	<b>\$ 234,291</b>	<b>\$ 219,061</b>	<b>\$ 227,201</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 205,950	\$ 234,291	\$ 219,061	\$ 227,201

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	-	-	-	-

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Legislative	Function: General Government			Fund: 10	Department: 410	
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 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	5,100	2,800	4,800	-	4,800	-5.9%
104103300	DEPARTMENTAL SUPPLIES	35,100	24,800	38,450	-	38,450	9.5%
104104500	CONTRACTUAL SERVICES	10,050	9,000	26,300	-	26,300	161.7%
104104510	INS-PROPERTY & GENERAL	7,810	7,700	7,800	-	7,800	-0.1%
104104600	PROFESSIONAL SERVICES	67,000	67,000	68,500	-	68,500	2.2%
104105300	DUES & SUBSCRIPTIONS	24,275	23,805	24,080	-	24,080	-0.8%
104106300	SPECIAL APPROPRIATIONS	56,685	55,685	29,000	-	29,000	-48.8%
	OPERATING EXPENDITURES	206,020	190,790	198,930	-	198,930	
104107400	CAPITAL OUTLAY	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 234,291</u>	<u>\$ 219,061</u>	<u>\$ 227,201</u>	<u>\$ -</u>	<u>\$ 227,201</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.

---

### Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Applications Received	1,078	940	1,000
Full Time Employees Hired	30	36	35
Part Time Employees Hired	30	35	32
Recordable Employee Injuries/Illness	15	13	11
Total GL/Property/Vehicle Claims Filed	9	11	7
Purchase Orders Processed	1,310	1,050	1,100
Requests to Discard/Sell/Recycle Surplus	159	100	100

ADMINISTRATION

Fund: General

Function: General Government

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

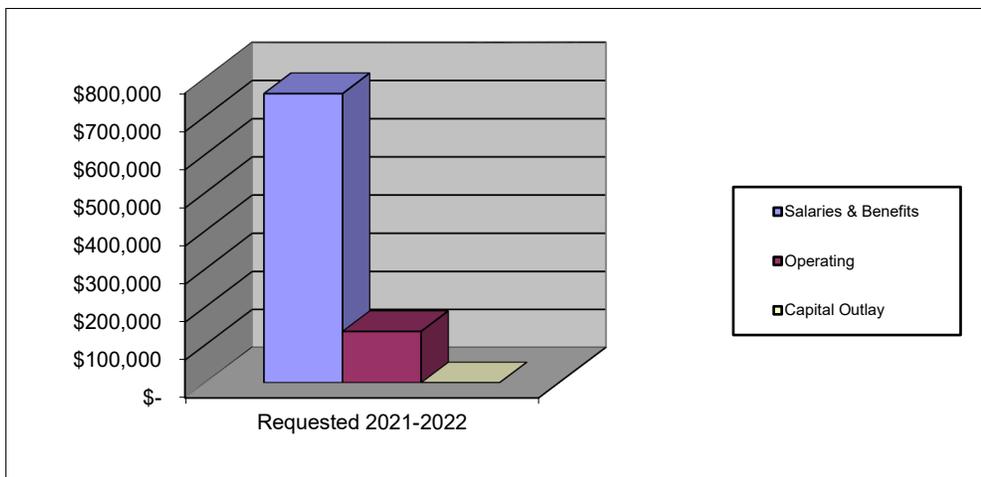
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 550,296	\$ 613,067	\$ 633,975	\$ 759,168
Operating	99,729	117,945	93,029	135,635
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 650,025</b>	<b>\$ 731,012</b>	<b>\$ 727,004</b>	<b>\$ 894,803</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 650,025	\$ 731,012	\$ 727,004	\$ 894,803

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	6.0	6.0	7.0	7.0
Budgeted Employees-Part Time	-	-	-	-

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Administration	Function: General Government	Fund: 10	Department: 420			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
104200200	SALARIES & WAGES	\$ 453,671	\$ 469,415	\$ 551,175	\$ -	\$ 551,175	21.5%
104200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104200500	FICA EXPENSE	31,674	34,670	42,165	-	42,165	33.1%
104200600	GROUP INSURANCE EXPENSE	52,288	48,000	63,000	-	63,000	20.5%
104200700	RETIREMENT EXPENSE	42,232	46,500	62,834	-	62,834	48.8%
104200800	DEFERRED COMPENSATION	33,202	35,390	39,994	-	39,994	20.5%
	EMPLOYEE BENEFITS	613,067	633,975	759,168	-	759,168	
104201000	DISASTER RELIEF EXPENSE	0	5,000	-	-	-	-100.0%
104201100	POSTAGE	1,025	900	1,000	-	1,000	-2.4%
104201200	PRINTING	550	300	300	-	300	-45.5%
104201300	TELEPHONE	3,310	3,405	4,110	-	4,110	24.2%
104201400	TRAINING & TRAVEL	16,500	5,250	30,100	-	30,100	82.4%
104201401	TUITION REIMBURSEMENT	10,000	6,500	7,500	-	7,500	-25.0%
104201800	UTILITIES	4,850	4,100	4,550	-	4,550	-6.2%
104202600	ADVERTISING-HR	6,500	6,200	6,500	-	6,500	0.0%
104202610	ADVERTISING-LEGAL	10,000	14,000	15,000	-	15,000	50.0%
104203100	AUTO OPERATING	11,200	9,700	13,200	-	13,200	17.9%
104203300	DEPARTMENTAL SUPPLIES	7,150	7,579	7,300	-	7,300	2.1%
104204500	CONTRACTUAL SERVICES	30,445	19,525	26,145	-	26,145	-14.1%
104204510	INS-PROPERTY & GENERAL	4,950	4,350	5,280	-	5,280	6.7%
104204600	PROFESSIONAL SERVICES	2,000	-	4,000	-	4,000	100.0%
104204800	COMMITTEE EXPENDITURES	4,100	800	3,750	-	3,750	-8.5%
104204900	EAP EXPENDITURES	-	-	-	-	-	0.0%
104205000	WELLNESS INITIATIVES	-	-	-	-	-	0.0%
104205300	DUES & SUBSCRIPTIONS	5,365	5,420	6,900	-	6,900	28.6%
	OPERATING EXPENDITURES	117,945	93,029	135,635	-	135,635	
104207401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	\$ 731,012	\$ 727,004	\$ 894,803	\$ -	\$ 894,803	

Town of

Chartered 1887

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:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Web visitors <a href="http://www.southernpines.net">www.southernpines.net</a> (town)	401,647	386,094	416,981
IT/GIS work orders submitted	1,784	1,959	2,115
IT/GIS work orders completed	1,738	1,983	2,141

## INFORMATION TECHNOLOGY

Fund: General

Function: General Government

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

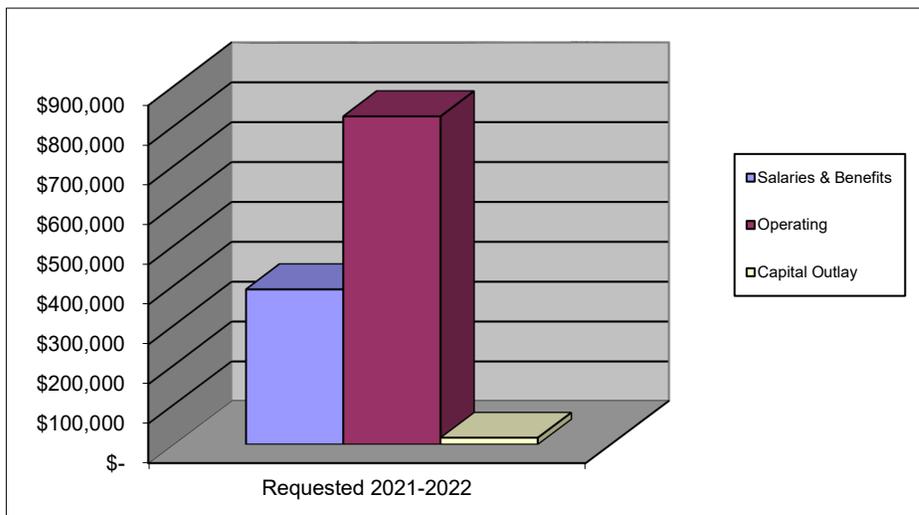
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 319,078	\$ 373,730	\$ 374,954	\$ 391,258
Operating	724,850	809,706	786,334	824,925
Capital Outlay	67,590	57,717	50,020	17,000
<b>Total</b>	<b>\$ 1,111,518</b>	<b>\$ 1,241,153</b>	<b>\$ 1,211,308</b>	<b>\$ 1,233,183</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 1,111,518	\$ 1,241,153	\$ 1,211,308	\$ 1,233,183
<b>Total</b>	<b>\$ 1,111,518</b>	<b>\$ 1,241,153</b>	<b>\$ 1,211,308</b>	<b>\$ 1,233,183</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees-Full Time	4.0	4.0	4.0	4.0

### 2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Added storage to existing SAN \$ 17,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Information Technology	Function: General Government	Fund: 10	Department: 430			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
104300200	SALARIES & WAGES	\$ 276,894	\$ 277,128	\$ 286,386	\$ -	\$ 286,386	3.4%
104300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104300500	FICA EXPENSE	20,749	20,887	21,905	-	21,905	5.6%
104300600	GROUP INSURANCE EXPENSE	34,859	34,859	36,000	-	36,000	3.3%
104300700	RETIREMENT EXPENSE	27,666	28,238	32,648	-	32,648	18.0%
104300800	DEFERRED COMPENSATION	13,562	13,842	14,319	-	14,319	5.6%
	EMPLOYEE BENEFITS	373,730	374,954	391,258	-	391,258	
104301100	POSTAGE	100	-	100	-	100	0.0%
104301300	TELEPHONE	84,610	75,000	85,162	-	85,162	0.7%
104301400	TRAINING & TRAVEL	15,911	8,261	15,911	-	15,911	0.0%
104301600	EQUIPMENT MAINTENANCE	500	-	500	-	500	0.0%
104302200	LEASED EQUIPMENT	5,732	-	5,732	-	5,732	0.0%
104303300	DEPARTMENTAL SUPPLIES	209,874	210,469	194,995	15,640	210,635	0.4%
104304500	CONTRACTUAL SERVICES	490,804	490,804	498,706	6,204	504,910	2.9%
104304510	INS-PROPERTY & GENERAL	1,925	1,550	1,725	-	1,725	-10.4%
104305300	DUES & SUBSCRIPTIONS	250	250	250	-	250	0.0%
	OPERATING EXPENDITURES	809,706	786,334	803,081	21,844	824,925	
104307401	CAPITAL-SOFTWARE/COMP EQ	57,717	50,020	-	17,000	17,000	0.0%
104307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	57,717	50,020	-	17,000	17,000	
	TOTAL EXPENDITURES	<u>\$ 1,241,153</u>	<u>\$ 1,211,308</u>	<u>\$ 1,194,339</u>	<u>\$ 38,844</u>	<u>\$ 1,233,183</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Information Technology

Function: General Government

Project Title: Expand SAN

Fund: General Fund

**Project Description:**

This project adds additional storage to the Town’s existing Storage Area Network (SAN) – Production environment. The increase in storage will provide support and service to all Town IT Servers.

Costs		2021-2022
SAN Enclosure – SCv320		\$17,000.00
<b>Total</b>		<b>\$17,000.00</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.

---

Performance Measures:	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Direct Deposit Stubs Issued	5,674	5,700	5,750
Payroll Checks Issued	144	165	170
Vendor Checks Issued	4,600	4,000	4,000
Invoices Processed	5,938	5,940	5,940
Reconciliations Performed	5,462	5,608	5,674
Financial Reports	1,102	1,100	1,100

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.

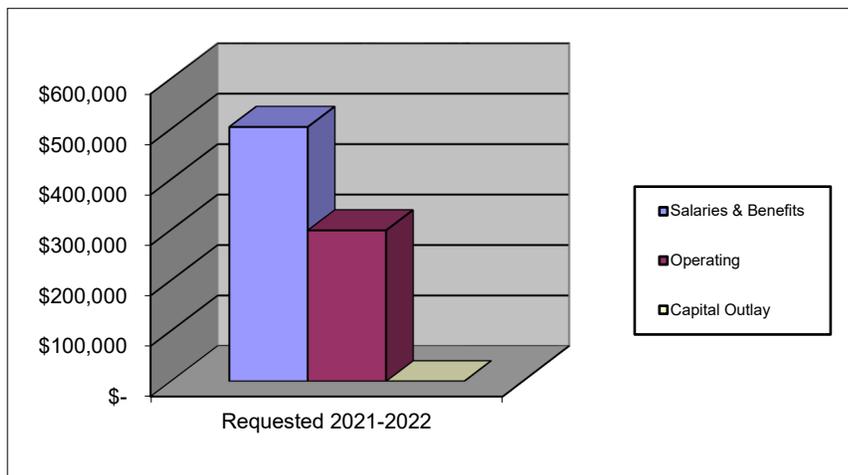
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 478,404	\$ 483,390	\$ 481,840	\$ 504,255
Operating	255,440	282,145	282,100	299,295
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 733,844</b>	<b>\$ 765,535</b>	<b>\$ 763,940</b>	<b>\$ 803,550</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 733,844	\$ 765,535	\$ 763,940	\$ 803,550

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	6.0	6.0	6.0	6.0
Budgeted Employees-Part Time	-	-	-	-

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Financial Services	Function: General Government	Fund: 10	Department: 440			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
104400200	SALARIES & WAGES	\$ 352,353	\$ 349,655	\$ 362,962	\$ -	\$ 362,962	3.0%
104400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104400500	FICA EXPENSE	26,365	26,749	27,767	-	27,767	5.3%
104400600	GROUP INSURANCE EXPENSE	52,288	52,288	54,000	-	54,000	3.3%
104400700	RETIREMENT EXPENSE	35,152	35,665	41,378	-	41,378	17.7%
104400800	DEFERRED COMPENSATION	17,232	17,483	18,148	-	18,148	5.3%
	EMPLOYEE BENEFITS	483,390	481,840	504,255	-	504,255	
104401100	POSTAGE	6,000	6,000	7,500	-	7,500	25.0%
104401200	PRINTING	7,800	7,800	8,000	-	8,000	2.6%
104401300	TELEPHONE	1,820	1,850	1,900	-	1,900	4.4%
104401400	TRAINING & TRAVEL	10,000	7,500	10,000	-	10,000	0.0%
104401600	EQUIPMENT MAINTENANCE	2,000	2,000	2,000	-	2,000	0.0%
104401800	UTILITIES	4,750	4,750	5,225	-	5,225	10.0%
104402200	LEASED EQUIPMENT	4,250	4,250	4,500	-	4,500	5.9%
104403300	DEPARTMENTAL SUPPLIES	15,750	15,750	17,110	-	17,110	8.6%
104404400	BANK SERVICE CHARGE	10,500	2,500	6,000	-	6,000	-42.9%
104404500	CONTRACTUAL SERVICES	7,375	7,000	7,400	-	7,400	0.3%
104404505	COUNTY COLLECTION FEE	175,000	186,750	190,000	-	190,000	8.6%
104404510	INS-PROPERTY & GENERAL	3,450	3,000	3,450	-	3,450	0.0%
104404600	PROFESSIONAL SERVICES	29,200	29,200	31,650	-	31,650	8.4%
104404920	BAD DEBT EXPENSE	3,000	2,500	3,000	-	3,000	0.0%
104405300	DUES & SUBSCRIPTIONS	1,250	1,250	1,560	-	1,560	24.8%
	OPERATING EXPENDITURES	282,145	282,100	299,295	-	299,295	
104407401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 765,535</u>	<u>\$ 763,940</u>	<u>\$ 803,550</u>	<u>\$ -</u>	<u>\$ 803,550</u>	

Town of

Chartered 1887

Southern Pines

## POLICE - PATROL

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

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

The Division is comprised of thirty (30) full time sworn law enforcement officers assigned to four (4) Patrol Teams and a Directed Patrol Unit. The Division has three (3) sworn part time law enforcement positions, as well as one (1) civilian Community Services/Accreditation Manager, four (4) sworn law enforcement officers in the Administration Division, one (1) civilian Administrative Assistant, one (1) Property and Evidence Technician, one (1) Police Technology Specialist, and one (1) part time Administrative Assistant/Records Clerk.

---

### Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Calls for Service/Officer Initiated Activity	24,829	27,000	30,000
Traffic Accident Investigations	727	625	900
Preliminary Reports Completed	1,149	1,250	1,350
Arrests	414	500	525
Traffic Stops	2,771	3,250	3,500
Traffic Citations	489	850	950
Traffic Warnings (Written and Verbal)	963	1,100	1,300
Community Policing Activities/Presentations	97	40	200

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.

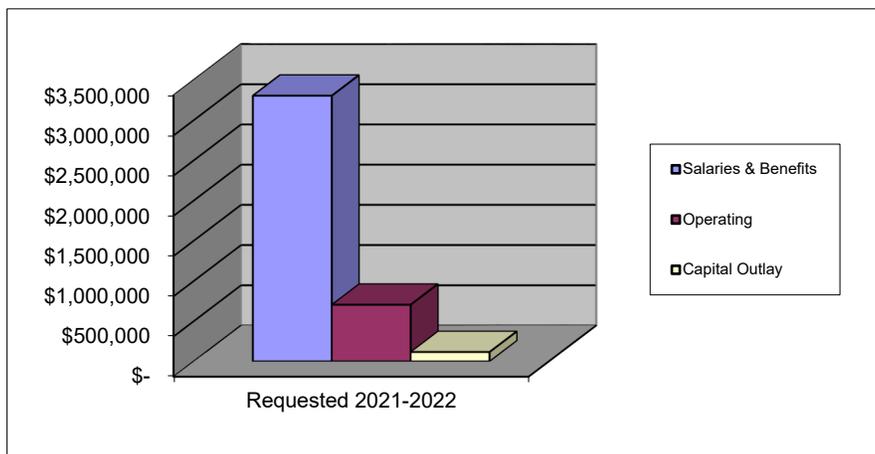
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 2,825,986	\$ 3,126,868	\$ 2,970,861	\$ 3,303,235
Operating	468,731	677,803	574,550	704,400
Capital Outlay	93,673	228,000	233,000	116,000
<b>Total</b>	<b>\$ 3,388,390</b>	<b>\$ 4,032,671</b>	<b>\$ 3,778,411</b>	<b>\$ 4,123,635</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Fees	\$ 36,684	\$ 83,000	\$ 34,500	\$ 83,000
Grants	5,107	-	-	-
General Revenues	3,346,599	3,949,671	3,743,911	4,040,635
<b>Total</b>	<b>\$ 3,388,390</b>	<b>\$ 4,032,671</b>	<b>\$ 3,778,411</b>	<b>\$ 4,123,635</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	36.0	37.0	38.0	38.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Vehicle Replacements (2) \$ 116,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Police-Administration/Patrol	Function: Public Safety		Fund: 10	Department: 511		
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105110200	SALARIES & WAGES	\$ 2,086,253	\$ 2,034,524	\$ 2,178,776	\$ -	\$ 2,178,776	4.4%
105110300	OVERTIME	135,000	110,000	133,000	-	133,000	-1.5%
105110130	SEPARATION ALLOWANCE	26,991	25,392	27,913	-	27,913	3.4%
105110150	PD EXTRA DUTY FEE	32,354	17,000	32,354	-	32,354	0.0%
105110250	SRT/CNT ACTIVATION STIPEND	10,000	2,000	10,000	-	10,000	0.0%
105110400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105110500	FICA EXPENSE	171,743	165,895	182,227	-	182,227	6.1%
105110600	GROUP INSURANCE EXPENSE	313,728	277,135	342,000	-	342,000	9.0%
105110700	RETIREMENT EXPENSE	240,623	229,345	283,848	-	283,848	18.0%
105110800	401K EMPLOYER SHARE	110,176	109,570	113,117	-	113,117	2.7%
	EMPLOYEE BENEFITS	3,126,868	2,970,861	3,303,235	-	3,303,235	
105111100	POSTAGE	2,000	800	2,000	-	2,000	0.0%
105111400	TRAINING & TRAVEL	35,000	15,000	35,000	-	35,000	0.0%
105111600	EQUIPMENT MAINTENANCE	6,000	5,000	6,000	-	6,000	0.0%
105111700	AUTO REPAIR	37,478	30,000	30,000	-	30,000	-20.0%
105111800	UTILITIES	75,000	57,000	75,000	-	75,000	0.0%
105113100	AUTO OPERATING	60,000	55,000	60,000	-	60,000	0.0%
105113300	DEPARTMENTAL SUPPLIES	154,425	143,850	169,150	42,000	211,150	36.7%
105113500	LAUNDRY & CLEANING	9,000	7,500	9,000	-	9,000	0.0%
105113600	UNIFORMS	30,000	41,000	30,000	-	30,000	0.0%
105114500	CONTRACTUAL SERVICES	65,000	65,000	65,000	-	65,000	0.0%
105114510	INS-PROPERTY & GENERAL	130,900	125,500	138,650	-	138,650	5.9%
105114600	PROFESSIONAL SERVICES	55,000	10,900	24,100	-	24,100	-56.2%
105114800	GRANT EXPENDITURES	15,000	15,000	15,000	-	15,000	0.0%
105115300	DUES & SUBSCRIPTIONS	3,000	3,000	3,500	-	3,500	16.7%
	OPERATING EXPENDITURES	677,803	574,550	662,400	42,000	704,400	
105117401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105117402	CAPITAL MOTOR VEHICLE	228,000	233,000	116,000	-	116,000	
105117403	CAPITAL - OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	228,000	233,000	116,000	-	116,000	
	TOTAL EXPENDITURES	\$ 4,032,671	\$ 3,778,411	\$ 4,081,635	\$ 42,000	\$ 4,123,635	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 511- POLICE

Function: Public Safety

Project Title: 7402- Vehicle Replacement (2)

Fund: General Fund

**Project Description:**

Funding is requested to replace two (2) aging Patrol Division vehicles in accordance with the Town of Southern Pines Vehicle Replacement Schedule. This request will also provide resources to equip these vehicles for immediate service. The result will be increased safety for the officers 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 to effectively carry out the daily duties of a Patrol Officer.

\$58,000 per car- fully equipped with NEW VIPER radio, MVR, printer, light bar, equipment, stripes, etc.

Replacing vehicles 8603- 2013 Chevy caprice and 893- 2011 Ford Crown Victoria

Costs		2021-2022
2 – Vehicles		\$116,000
<b>Total:</b>		<b>\$116,000</b>

## 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), two (2) Telecommunicators (part-time) and one (1) Communications Supervisor. All employees assigned to the Communications Division receive extensive training and certifications in all aspects of their duties and responsibilities.

---

### Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Calls for Service/Officer Initiated Activities	24,829	27,000	30,000
Phone Calls Taken by Telecommunicators	39,012	42,000	45,000
Walk-in/Other Requests	1,889	2,100	2,300

POLICE-COMMUNICATIONS

Fund: General

Function: Public Safety

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

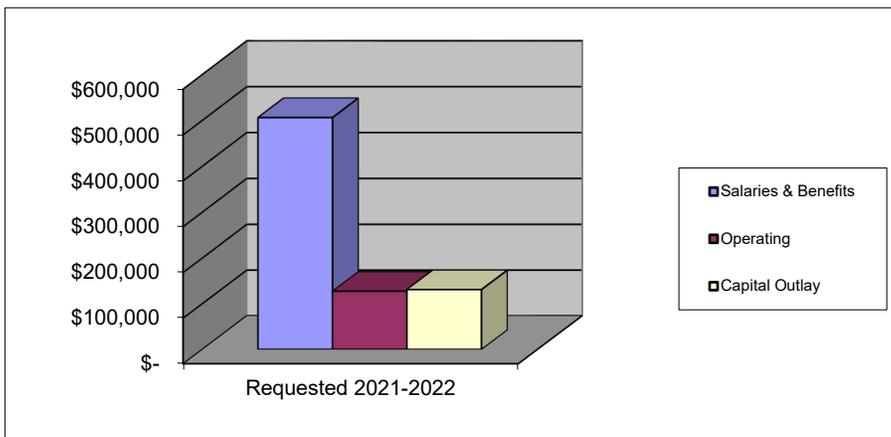
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 401,259	\$ 431,154	\$ 438,533	\$ 506,282
Operating	75,447	124,250	112,875	127,480
Capital Outlay	-	-	-	131,000
<b>Total</b>	<b>\$ 476,706</b>	<b>\$ 555,404</b>	<b>\$ 551,408</b>	<b>\$ 764,762</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 476,706	\$ 555,404	\$ 551,408	\$ 764,762

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees - Full Time	6.0	6.0	6.0	7.0
Budgeted Employees - Part Time	2.0	2.0	2.0	-

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Dispatch console replacement \$ 131,000  
 FT telecommunicator - replacing 2 PT \$ 59,982



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Police-Communications	Function: Public Safety	Fund: 10	Department: 514			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105140200	SALARIES & WAGES	\$ 285,832	\$ 293,077	\$ 296,044	\$ 34,600	\$ 330,644	15.7%
105140300	OVERTIME	25,000	23,000	25,000	2,000	27,000	8.0%
105140400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105140500	FICA EXPENSE	23,221	23,492	24,560	2,800	27,360	17.8%
105140600	GROUP INSURANCE EXPENSE	52,288	52,288	54,000	9,000	63,000	20.5%
105140700	RETIREMENT EXPENSE	30,011	31,322	36,599	4,172	40,771	35.9%
105140800	DEFERRED COMPENSATION	14,802	15,354	15,677	1,830	17,507	18.3%
	EMPLOYEE BENEFITS	431,154	438,533	451,880	54,402	506,282	
105141300	TELEPHONE	36,000	36,000	36,000	-	36,000	0.0%
105141400	TRAINING & TRAVEL	7,000	4,000	7,000	1,500	8,500	21.4%
105141600	EQUIPMENT MAINTENANCE	35,000	32,000	35,000	-	35,000	0.0%
105142100	RENT	7,000	7,000	7,000	-	7,000	0.0%
105143300	DEPARTMENTAL SUPPLIES	20,600	18,000	18,500	1,500	20,000	-2.9%
105143600	UNIFORMS	3,750	3,000	3,750	1,500	5,250	40.0%
105144500	CONTRACTUAL SERVICES	12,100	10,500	12,100	1,000	13,100	8.3%
105144510	INS-PROPERTY & GENERAL	2,200	1,775	1,950	-	1,950	-11.4%
105145300	DUES & SUBSCRIPTIONS	600	600	600	80	680	13.3%
	OPERATING EXPENDITURES	124,250	112,875	121,900	5,580	127,480	
105147403	CAPITAL-OTHER EQUIPMENT	-	-	-	131,000	131,000	0.0%
	CAPITAL OUTLAY	-	-	-	131,000	131,000	
	TOTAL EXPENDITURES	<u>\$ 555,404</u>	<u>\$ 551,408</u>	<u>\$ 573,780</u>	<u>\$ 190,982</u>	<u>\$ 764,762</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 514 POLICE

Function: Public Safety

Project Title: Dispatch console system

Fund: General Fund

**Project Description:**

The VIPER dispatch console system in the Communications Center is at end of life and longer supported. This complete replacement includes PC's, all hardware, software and warranty within the Communications Center.

IT Department has worked with PD staff on this project for the correct specs, and installation.

Costs-		2021-2022
Equipment		\$131,000
Total-		\$131,000

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 514 POLICE

Function: Public Safety

Project Title: New Position

Fund: General Fund

**Project Description:**

Staffing is always a challenge in the dispatch center. There has been little success attracting PT dispatchers to fill the budgeted PT position annually. Deleting the two PT positions and creating an additional full time position will allow for maximum coverage 7 days a week. Each day there will be a dayshift dispatcher working 7a-7p, and a nightshift dispatcher working 7p-7a. Adding this full time position allows for a mid-shift dispatcher to work 7 days a week to maximize staffing and provide coverage for dispatchers who are out of work due to illness, training or vacation.

Costs:		2021-2022
Salary & Benefits		\$54,402
Operating		5,580
Total-		\$59,982

Town of

Chartered 1887

Southern Pines

## POLICE - INVESTIGATIONS

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

Additional responsibilities of the Investigation Division include victim/witness services, 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 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 and one (1) Investigator-Sergeant, with the Operations Captain maintaining oversight of the Division.

---

### Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Crimes Reported	1,189	1,400	1,600
Crimes Reviewed by Investigations	896	1,200	1,600
Cases Assigned to Investigations Division	420	525	650
Cases Cleared by Investigations Division	103	200	200

POLICE-INVESTIGATIONS

Fund: General

Function: Public Safety

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

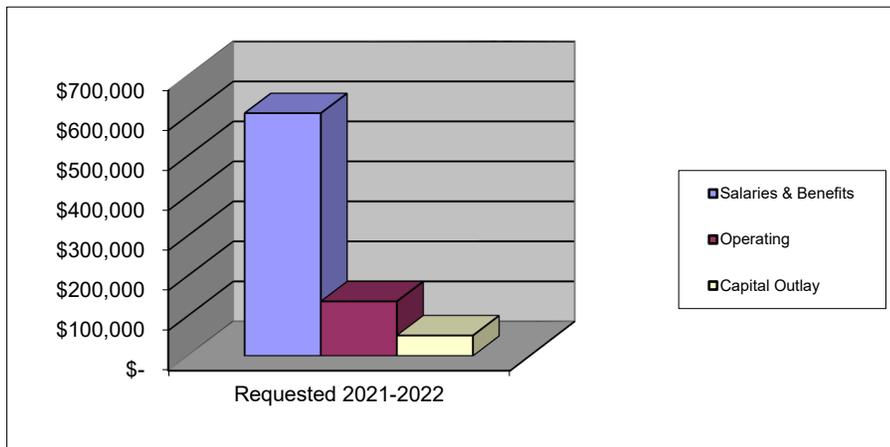
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 709,211	\$ 736,470	\$ 550,164	\$ 606,455
Operating	66,112	138,325	101,725	136,100
Capital Outlay	-	88,000	81,000	51,000
<b>Total</b>	<b>\$ 775,323</b>	<b>\$ 962,795</b>	<b>\$ 732,889</b>	<b>\$ 793,555</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 775,323	\$ 962,795	\$ 732,889	\$ 793,555

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	8.0	8.0	8.0	7.0
Budgeted Employees - Part Time	1.0	1.0	1.0	-

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Vehicle Replacement (1) \$ 51,000



2021-2022 ANNUAL BUDGET  
 DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Police-Investigations	Function: Public Safety	Fund: 10	Department: 515			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105150200	SALARIES & WAGES	\$ 473,467	\$ 347,835	\$ 370,295	\$ -	\$ 370,295	-21.8%
105150300	OVERTIME	37,080	25,000	36,000	-	36,000	-2.9%
105150130	SEPARATION ALLOWANCE	17,363	17,362	17,362	-	17,362	0.0%
105150150	PD EXTRA DUTY FEE	10,000	3,500	10,000	-	10,000	0.0%
105150250	SRT/CNT ACTIVATION STIPEND	7,000	2,500	7,000	-	7,000	0.0%
105150400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105150500	FICA EXPENSE	40,977	30,309	33,710	-	33,710	-17.7%
105150600	GROUP INSURANCE EXPENSE	69,718	60,662	60,000	-	60,000	-13.9%
105150700	RETIREMENT EXPENSE	55,676	43,186	50,923	-	50,923	-8.5%
105150800	401K EMPLOYER SHARE	25,189	19,810	21,165	-	21,165	-16.0%
	EMPLOYEE BENEFITS	736,470	550,164	606,455	-	606,455	
105151100	POSTAGE	750	200	750	-	750	0.0%
105151400	TRAINING & TRAVEL	10,000	5,000	10,000	-	10,000	0.0%
105151700	AUTO REPAIR	8,000	7,000	8,000	-	8,000	0.0%
105152200	LEASED EQUIPMENT	-	-	-	-	-	0.0%
105153100	AUTO OPERATING	19,000	13,000	19,000	-	19,000	0.0%
105153300	DEPARTMENTAL SUPPLIES	19,500	16,000	19,500	-	19,500	0.0%
105153600	UNIFORMS	15,000	11,500	15,000	-	15,000	0.0%
105153900	SPECIAL OPERATIONS	14,000	8,000	14,000	-	14,000	0.0%
105154500	CONTRACTUAL SERVICES	29,900	20,050	29,900	-	29,900	0.0%
105154510	INS-PROPERTY & GENERAL	21,175	18,175	18,950	-	18,950	-10.5%
105155300	DUES & SUBSCRIPTIONS	1,000	2,800	1,000	-	1,000	0.0%
	OPERATING EXPENDITURES	138,325	101,725	136,100	-	136,100	
105157402	CAPITAL-MOTOR VEHICLE	88,000	81,000	51,000	-	51,000	0.0%
105157403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	88,000	81,000	51,000	-	51,000	
	TOTAL EXPENDITURES	<u>\$ 962,795</u>	<u>\$ 732,889</u>	<u>\$ 793,555</u>	<u>\$ -</u>	<u>\$ 793,555</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 515- POLICE

Function: Public Safety

Project Title: 7402- Vehicle Replacement

Fund: General Fund

**Project Description:**

Funding is requested to replace one (1) aging Investigation Division vehicle in accordance with the Town of Southern Pines Vehicle Replacement Schedule. This request will also provide resources to equip these vehicles for immediate service. The result will be increased safety for the officers and the public, as well as reduced vehicle maintenance costs and down-time. In addition, new vehicles allow for the installation and carrying of needed equipment to effectively carry out the daily duties of an Investigator.

\$51,000 per car- fully equipped with NEW VIPER radio, MVR, emergency lights, equipment, etc.

Replacing vehicle 8903- 2014 Chevy Tahoe

Costs		2021-2022
Vehicle Replacement		\$51,000
<b>Total:</b>		<b>\$51,000</b>

## 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, child safety 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.

Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Fires	209	225	215
Overpressure Rupture, Explosion & Overheat	1	0	0
Rescue & Emergency Medical Service Incidents	868	1,117	1,125
Hazardous Condition (No Fire)	78	88	90
Service Calls	90	88	100
Good Intent Calls	215	170	175
False Alarms & False Calls	337	310	315
Severe Weather & Natural Disaster	36	24	30
Special Incident Type	0	0	0
Total Incident Responses	1,834	2,022	2,050
Fire Inspections	2,059	1,766	2,080
Fire Investigations	67	62	65
Fire & Life Safety Public Education Classes	189	100	120

FIRE

Fund: General

Function: Public Safety

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

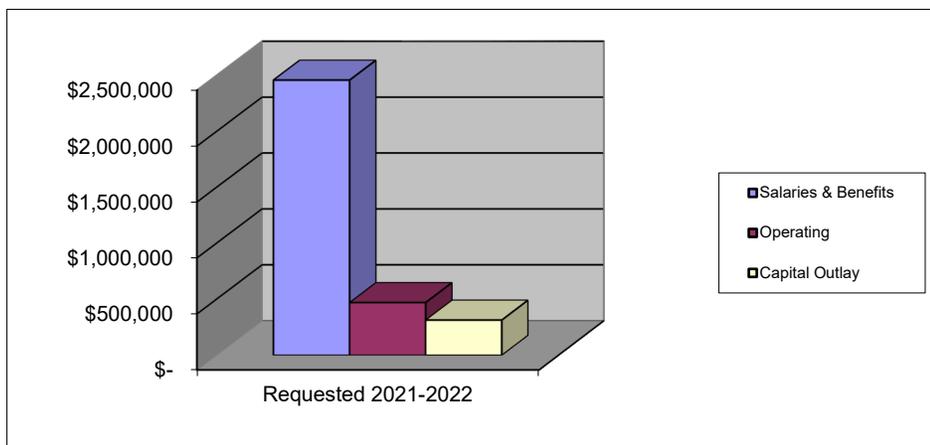
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 2,293,817	\$ 2,408,591	\$ 2,382,039	\$ 2,459,358
Operating	454,720	493,235	465,900	470,007
Capital Outlay	671,103	-	-	313,500
<b>Total</b>	<b>\$ 3,419,640</b>	<b>\$ 2,901,826</b>	<b>\$ 2,847,939</b>	<b>\$ 3,242,865</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Fire District	\$ 473,398	\$ 513,953	\$ 475,122	\$ 449,158
Fire Grants	248,208	177,180	177,180	75,120
Donations	-	-	2,500	-
General Revenues	2,698,034	2,210,693	2,193,137	2,718,587
<b>Total</b>	<b>\$ 3,419,640</b>	<b>\$ 2,901,826</b>	<b>\$ 2,847,939</b>	<b>\$ 3,242,865</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees-Full Time	33.0	33.0	33.0	33.0
Budgeted Employees-Part Time	17.0	17.0	17.0	17.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Brush Truck Replacement (818)	\$ 212,000
QVR Vehicle Replacement (squad 81)	55,500
Self Contained Breathing Apparatus	46,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Fire	Function: Public Safety		Fund: 10	Department: 530		
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105300200	SALARIES & WAGES	\$ 1,724,797	\$ 1,696,655	\$ 1,733,050	\$ -	\$ 1,733,050	0.5%
105300150	FIRE EXTRA DUTY FEE	5,000	2,500	5,000	-	5,000	0.0%
105300300	OVERTIME	15,000	15,000	15,000	-	15,000	0.0%
105300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105300500	FICA EXPENSE	130,569	131,133	134,108	-	134,108	2.7%
105300600	GROUP INSURANCE EXPENSE	287,583	285,910	297,000	-	297,000	3.3%
105300700	RETIREMENT EXPENSE	164,483	168,326	191,298	-	191,298	16.3%
105300800	DEFERRED COMPENSATION	81,159	82,515	83,902	-	83,902	3.4%
	EMPLOYEE BENEFITS	2,408,591	2,382,039	2,459,358	-	2,459,358	
105301100	POSTAGE	450	350	450	-	450	0.0%
105301200	PRINTING	300	150	300	-	300	0.0%
105301300	TELEPHONE	13,000	12,000	13,000	-	13,000	0.0%
105301400	TRAINING & TRAVEL-OPERATE	28,000	27,000	28,000	-	28,000	0.0%
105301401	TRAINING & TRAVEL-INSPECT	4,000	3,500	4,000	-	4,000	0.0%
105301600	EQUIPMENT MAINTENANCE	27,352	23,700	24,000	-	24,000	-12.3%
105301700	AUTO REPAIR	45,298	45,000	35,000	-	35,000	-22.7%
105301800	UTILITIES	25,000	25,000	26,000	-	26,000	4.0%
105303100	AUTO OPERATING	40,000	21,000	38,000	-	38,000	-5.0%
105303300	DEPARTMENTAL SUPPLIES	180,350	180,350	156,000	-	156,000	-13.5%
105303500	LAUNDRY & CLEANING	700	500	700	-	700	0.0%
105303600	UNIFORMS	23,000	22,000	23,000	-	23,000	0.0%
105304500	CONTRACTUAL SERVICES	27,350	24,250	30,162	-	30,162	10.3%
105304510	INS-PROPERTY & GENERAL	66,935	70,100	80,395	-	80,395	20.1%
105305300	DUES & SUBSCRIPTIONS	7,000	6,500	7,000	-	7,000	0.0%
105305400	INSURANCE & BONDS	4,500	4,500	4,000	-	4,000	-11.1%
	OPERATING EXPENDITURES	493,235	465,900	470,007	-	470,007	
105307402	CAPITAL-MOTOR VEHICLE	-	-	267,500	-	267,500	0.0%
105307403	CAPITAL-OTHER EQUIPMENT	-	-	-	46,000	46,000	0.0%
	CAPITAL OUTLAY	-	-	267,500	46,000	313,500	
	TOTAL EXPENDITURES	\$ 2,901,826	\$ 2,847,939	\$ 3,196,865	\$ 46,000	\$ 3,242,865	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Fire Department

Function: Public Safety

Project Title: Brush Truck (1)

Fund: General Fund

**Project Description: Brush Truck Replacement/Upgrade**

The Southern Pines Fire Department is requesting to replace Brush Truck 818

Our overall goal is to purchase one Brush Truck with the same design and compartmentation to allow our cross staffed units to be easily maintained and operated. We also plan on increasing the capabilities of this truck by building-in more mission critical standards. While this truck will be designed for wildland and brush fires it will primarily be built for the Urban Interface Fires that Southern Pines typically deals with, such as: fires in and around structures, fires in hard to reach locations because of urban sprawl, etc. It will also be designed for response to storm damage calls and have capabilities to respond to medical calls. It will be four wheel drive with a winch and additional compartments in order to respond to multiple call types.

Costs		2021-2022
1 Brush Truck		\$208,500.00
Radio		\$3, 500.00
<b>Total</b>		<b>\$212,000.00</b>

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Fire Department

Function: Public Safety

Project Title: Vehicle Replacement

Fund: General Fund

Project Description: **Replace Squad 81 (QRV)**

Squad 81 is a 2012 Quick Response Vehicle that is primarily used on Medical Calls. Per the Apparatus Replacement Plan it is scheduled to be replaced in FY 21/22 at the 10 year mark.

If the Fire Department Staffing request is approved then the replacement for Squad 81 will transition to the new Battalion Chief's positions and become a Command Staff Vehicle.

Costs	2021-2022
Vehicle	\$46,500.00
Rolling Rack	\$5,500.00
Radio	\$3,500.00
<b>Total</b>	<b>\$55,500.00</b>

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Fire Department

Function: Public Safety

Project Title: SCBA Fill Station Upgrade

Fund: General Fund

**Project Description: Self-Contained Breathing Apparatus (SCBA) Fill Station**

For the purposes of filling SCBA the county is split in half. Southern Pines has a stationary Fill Station and Seven Lakes Fire Department has a Mobile Fill Station. We average filling 460 SCBA Bottles each year county-wide.

The current SCBA Fill Station at Station 81 was purchased by the Moore County Fire Chiefs' Association in 1992 (29 years old) and installed at Southern Pines Fire Department because we are staffed 24 hours a day.

In January of 2018 the Chiefs' Association donated \$8,183.23 to the Town of Southern Pines from their Air Compressor Certificate of Deposit. The Fill Station was also added to the annual County Funding Formula so we receive a portion of funds each year for maintenance and replacement of the Fill Station.

Replacing this equipment will have a direct impact on the needed breathing air that every firefighter in the county depends on for firefighting.

Costs		2021-2022
<b>Total</b>		<b>\$46,000.00</b>

## PLANNING

**Narrative:** The Planning Division provides overall coordination of the Town’s physical and community development activities. Functions of the Planning Division 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:

	2019-2020 Actual	2020- 2021 Projected	2021-2022 Proposed
Conditional Use Permits	6	8	8
Zoning Map Amendments	4	4	5
Planned Developments (CDP and PDP)	6	6	7
Subdivision Review (Minors and Final Plats)	22	22	27
Exempt Plat Review	32	52	62
TRC Pre-Application Meetings	28	34	41
Site Plan Review	20	32	38
Architectural Review	14	14	17
Nuisance/Zoning Complaint Notices Sent	17/310	26/360	31/430
Sign Permits	46	50	60
Misc. Zoning Permits (Fences, etc.)	79	142	170

**FY 2020-21 Accomplishments:** During FY 2020-21, the Planning Division was impacted by COVID-19. Frequent health-related changes in employee work arrangements impacted the Planning Division’s productivity in the first half of the fiscal year, while development feasibility inquiries due to the COVID-19 housing boom increased in the second half of the fiscal year. The Planning Division experienced an increase in pre-application meetings, exempt plat reviews, miscellaneous zoning permits and citizen complaints as more people spent more time at home. However, Planning Division staff commendably worked around a multitude of both personal and professional challenges – such as closed offices, remote meetings, social distancing and mask-wearing- to maintain an acceptable level of customer service. The Planning Division was still able to allocate remaining resources towards updating the Unified Development Ordinance per NCGS Chapter 160D and administering the Historic District and the Historic District Commission.

**FY 2021-22 Projects:** If residential development trends continue into the next fiscal year per regional forecasts, the Planning Division will likely continue to allocate most available resources to development feasibility inquiries and associated entitlement work. Although forecasts generally call for a national decrease in commercial development, Southern Pines remains an attractive destination in the latest “Great Dispersal,” and commercial development –especially retail and self-storage- tends to follow residential development. Therefore, our office anticipates primarily working on new residential and commercial development projects in the next fiscal year with few resources remaining for other projects and/or long-range planning.

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 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 330,041	\$ 380,462	\$ 384,587	\$ 444,276
Operating	75,277	103,195	84,905	89,496
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 405,318</b>	<b>\$ 483,657</b>	<b>\$ 469,492</b>	<b>\$ 533,772</b>

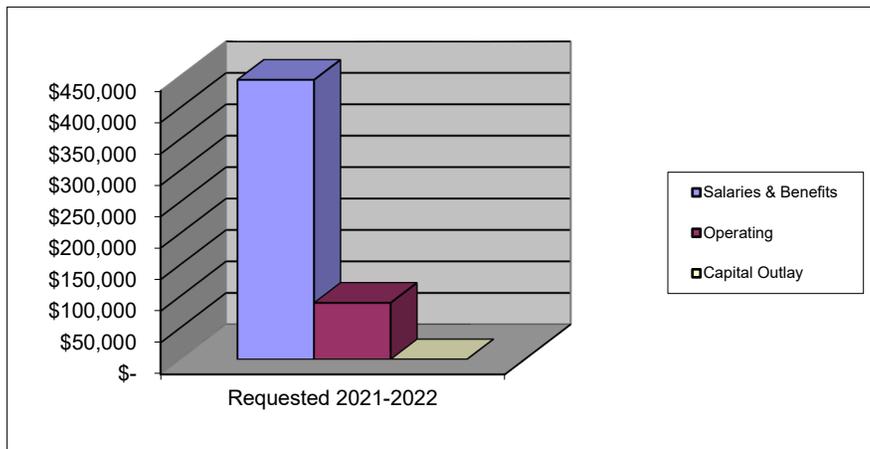
Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Fees	\$ 95,590	\$ 50,000	\$ 102,000	\$ 100,000
General Revenues	309,728	433,657	367,492	433,772
<b>Total</b>	<b>\$ 405,318</b>	<b>\$ 483,657</b>	<b>\$ 469,492</b>	<b>\$ 533,772</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	5.0	5.0	5.0	6.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New Long Range Planner Position

\$57,219



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Planning	Function: Economic & Physical Development	Fund: 10	Department: 540			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105400200	SALARIES & WAGES	\$ 275,391	\$ 279,178	\$ 280,280	\$ 35,686	\$ 315,966	14.7%
105400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105400500	FICA EXPENSE	20,589	20,702	21,500	2,730	24,230	17.7%
105400600	GROUP INSURANCE EXPENSE	43,573	43,573	45,000	6,750	51,750	18.8%
105400700	RETIREMENT EXPENSE	27,452	27,603	32,308	4,068	36,376	32.5%
105400800	DEFERRED COMPENSATION	13,457	13,531	14,169	1,785	15,954	18.6%
	EMPLOYEE BENEFITS	380,462	384,587	393,257	51,019	444,276	
105401100	POSTAGE	1,250	1,000	1,000	-	1,000	-20.0%
105401200	PRINTING	300	100	200	-	200	-33.3%
105401300	TELEPHONE	2,000	2,000	2,000	400	2,400	20.0%
105401400	TRAINING & TRAVEL	7,500	3,000	5,000	1,000	6,000	-20.0%
105401600	EQUIPMENT MAINTENANCE	-	-	-	-	-	0.0%
105401700	AUTO REPAIR	500	250	1,000	-	1,000	100.0%
105401800	UTILITIES	4,750	4,750	5,225	-	5,225	10.0%
105403100	AUTO OPERATING	2,000	300	1,000	-	1,000	-50.0%
105403300	DEPARTMENTAL SUPPLIES	7,000	5,000	5,000	1,000	6,000	-14.3%
105404500	CONTRACTUAL SERVICES	15,020	14,000	16,000	-	16,000	6.5%
105404510	INS-PROPERTY & GENERAL	5,775	5,705	7,371	-	7,371	27.6%
105404600	PROFESSIONAL SERVICES	52,600	45,100	39,600	-	39,600	-24.7%
105404700	CARD PROCESSING FEE	2,000	200	200	-	200	-90.0%
105405300	DUES & SUBSCRIPTIONS	2,500	3,500	3,500	-	3,500	40.0%
105406000	HOMEOWNER RECOVERY FD	-	-	-	-	-	0.0%
	OPERATING EXPENDITURES	103,195	84,905	87,096	2,400	89,496	
105407402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 483,657</u>	<u>\$ 469,492</u>	<u>\$ 480,353</u>	<u>\$ 53,419</u>	<u>\$ 533,772</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Planning	Function: Economic & Physical Dev
Project Title: Community Development Specialist – Long Range Planning	Fund: General Fund

**Project Description:**

On November 23, 2020 representatives from the UNC School of Government’s Development Finance Initiative (DFI) presented recommendations to the Town Council for the revitalization of West Southern Pines. The recommendations presented by DFI included expanding the Town’s community development capacity to assist the West Southern Pines community with various community engagement and long range planning initiatives. There are also many other growth and development challenges facing Southern Pines that would benefit from additional Town resources being allocated towards community engagement and long-range planning. An in-house planning staff member dedicated to community engagement and long-range planning in both West Southern Pines and other areas of the community would end the “revolving door” of planning consultants hired for individual planning projects. An in-house position would be able build relationships within the community resulting in a much more efficient and consistent allocation of planning resources. Therefore, Planning staff is requesting a new full-time position entitled “Community Development Specialist – Long Range Planning.” For budgeting purposes, we have tentatively classified the position as a Grade 22, between a Planner I and a Planner II, but this classification is subject to further review and approval by the Director of Administrative Services.

Costs	2021-2022
Salaries & Benefits	\$51,019
Operating	\$2,400
IT	\$3,800
<b>Total</b>	<b>\$57,219</b>

## INSPECTIONS

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

The Inspections Division reviews plans and issues permits for new construction and alterations on both residential and commercial projects. The division inspects construction, electrical, plumbing, and mechanical installations to verify code compliance as required by North Carolina Department of Insurance.

During 2020, the Division launched SmartGov, a cloud-based platform to streamline permit processing and inspections with automated workflow and approval processes. Full implementation of this platform is ongoing, with modifications and training to continue in FY 2021-2022.

The Division includes three (3) inspectors and one (1) permit specialist, under the oversight of the Chief Building Inspector, for a total of five (5) full-time employees.

---

Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Building Inspections Performed	1558	1650	1725
Electrical Inspections Performed	1738	1895	2000
Mechanical Inspections Performed	1652	1680	1725
Other Inspections Performed	54	178	300
Plumbing Inspections Performed	1181	1250	1300
Insulation Inspections Performed	379	295	305
Building Permits Issued (Commercial/Residential)	388	525	600
Electrical Permits Issued	219	320	400
Plumbing Permits Issued	160	285	350
Mechanical Permits Issued	394	495	600
Other Permits Issued	57	85	125

## 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.

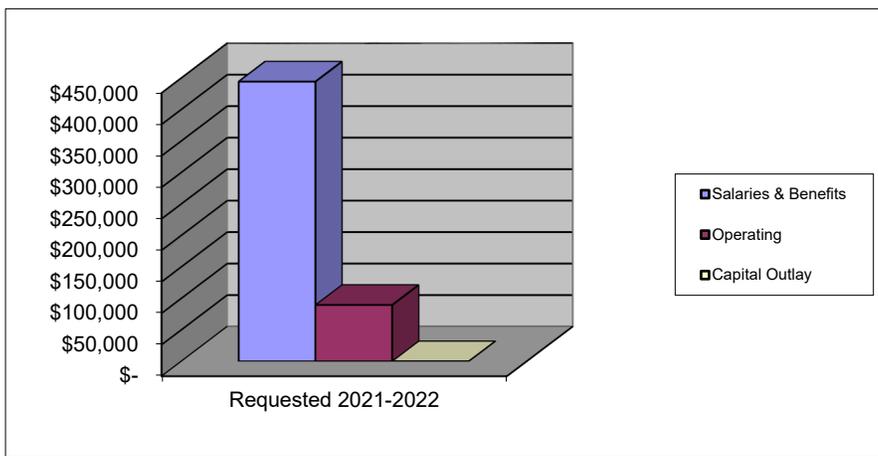
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 340,798	\$ 376,736	\$ 376,757	\$ 388,184
Operating	30,829	84,405	75,770	84,605
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 371,627</b>	<b>\$ 461,141</b>	<b>\$ 452,527</b>	<b>\$ 472,789</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Fees	\$ 338,600	\$ 300,000	\$ 450,500	\$ 325,000
Homeowner Recovery	2,510	1,000	1,930	1,000
General Revenues	30,517	160,141	97	146,789
<b>Total</b>	<b>\$ 371,627</b>	<b>\$ 461,141</b>	<b>\$ 452,527</b>	<b>\$ 472,789</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	5.0	5.0	5.0	5.0

### 2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Inspections	Function: Economic & Physical Development			Fund: 10	Department: 545	
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105450200	SALARIES & WAGES	\$ 272,344	\$ 272,764	\$ 276,649	\$ -	\$ 276,649	1.6%
105450400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105450500	FICA EXPENSE	20,362	20,228	21,164	-	21,164	3.9%
105450600	GROUP INSURANCE EXPENSE	43,573	43,573	45,000	-	45,000	3.3%
105450700	RETIREMENT EXPENSE	27,149	26,971	31,538	-	31,538	16.2%
105450800	DEFERRED COMPENSATION	13,308	13,221	13,833	-	13,833	3.9%
	EMPLOYEE BENEFITS	376,736	376,757	388,184	-	388,184	
105451100	POSTAGE	375	100	300	-	300	-20.0%
105451200	PRINTING	200	50	300	-	300	50.0%
105451300	TELEPHONE	3,000	5,000	5,000	-	5,000	66.7%
105451400	TRAINING & TRAVEL	7,500	2,500	7,500	-	7,500	0.0%
105451600	EQUIPMENT MAINTENANCE	-	150	150	-	150	150.0%
105451700	AUTO REPAIR	2,500	3,000	2,500	-	2,500	0.0%
105451800	UTILITIES	4,750	4,750	5,225	-	5,225	10.0%
105453100	AUTO OPERATING	4,500	3,000	4,500	-	4,500	0.0%
105453300	DEPARTMENTAL SUPPLIES	11,000	9,000	9,000	-	9,000	-18.2%
105454500	CONTRACTUAL SERVICES	35,080	33,000	35,080	-	35,080	0.0%
105454510	INS-PROPERTY & GENERAL	6,600	10,800	7,100	-	7,100	7.6%
105454600	PROFESSIONAL SERVICES	3,000	2,000	1,150	-	1,150	-61.7%
105454700	CARD PROCESSING FEE	2,500	250	2,500	-	2,500	0.0%
105455300	DUES & SUBSCRIPTIONS	1,500	120	1,800	-	1,800	20.0%
105456000	HOMEOWNER RECOVERY FD	1,900	2,050	2,500	-	2,500	31.6%
	OPERATING EXPENDITURES	84,405	75,770	84,605	-	84,605	
105457402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 461,141</u>	<u>\$ 452,527</u>	<u>\$ 472,789</u>	<u>\$ -</u>	<u>\$ 472,789</u>	

Town of

Chartered 1887

Southern Pines

## 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 167.32 lane miles of paved streets and 0.42 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:

	2019-20 Actual	2020-21 Projected	2021-22 Proposed
Tons of Asphalt Placed (Town Forces)	828	765	800
Sq. Yards of Sidewalk Placed (Town Forces)	212	140	150
Sq. Yards of Sidewalk Placed (Contractor)	1,393	1,923	TBD
Linear Feet – Storm Drainage Pipe Installed	88	140	180
Traffic Signs Installed	140	168	200
Miles of Paved Streets Maintained	167.07	167.32	169.41
Miles of Streets Resurfaced	1.62	1.60	1.00
Miles of Streets Swept	3,274	4,300	4,500

**FY 2020-21 Accomplishments:** During FY 2020-21, the Division is continuing to complete its annual resurfacing pavement projects within city limits. The Division completed over 1.5 miles of crack sealing on Town roads. FY 2020-21 we improved parking in the 100 blocks of the East and West side of New York Ave with Fog sealing and pavement markings to improve parking in the historic district. As well as reconfigured pavement markings along several blocks off of Broad St to add more parking towards our Downtown area. We also included continued work towards new sidewalk and curb installations per our sidewalk master plan, with the completion of sidewalk along South Carlisle Street extension to connect the school and what was installed previously and the commencement of new sidewalk along N. Bennett Street.

**FY 2021-22 Projects:** In FY 2021-22, work will continue with sidewalk installations along S. 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 annual resurfacing project and North Knoll Road between Midland Road and Airport Road where NCDOT has initiated “on hold” projects for a multi-use path along this corridor. The addition of a new Mower Max, requested as part of the capital budget for FY 2021-22, will increase our ability to perform right of way maintenance on our roadways in a safe and efficient manner, and enable us to remain on schedule with our 45-day mowing cycle that we have not been able to accomplish in the past two seasons. The division is seeking to provide more parking spaces in the downtown area; these projects may include simple striping or construction projects that include new curbing, asphalt and the like. The downtown brick project throughout the historic district, is to improve pedestrian safety and reduce mowing maintenance are also proposed as part of the FY 2021-22 budget.

STREET

Fund: General

Function: Transportation

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

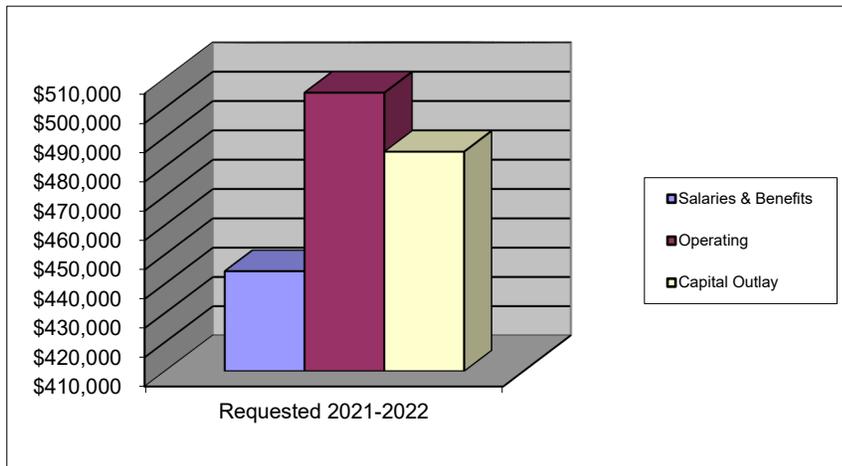
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 708,217	\$ 812,579	\$ 789,201	\$ 838,017
Operating	477,431	498,075	445,780	505,115
Capital Outlay	388,669	367,000	372,728	485,000
<b>Total</b>	<b>\$ 1,574,317</b>	<b>\$ 1,677,654</b>	<b>\$ 1,607,709</b>	<b>\$ 1,828,132</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Powell Bill	\$ 404,177	\$ 401,000	\$ 386,118	\$ 390,000
Street Revenue	36,920	30,000	33,000	30,000
General Revenues	1,133,220	1,246,654	1,188,591	1,408,132
<b>Total</b>	<b>\$ 1,574,317</b>	<b>\$ 1,677,654</b>	<b>\$ 1,607,709</b>	<b>\$ 1,828,132</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	15.0	15.0	15.0	15.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Annual Resurfacing \$ 275,000  
 Maxmower Replacement (#521) 210,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Street	Function: Transportation	Fund: 10	Department: 560			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105600200	SALARIES & WAGES	\$ 545,402	\$ 538,625	\$ 554,221	\$ -	\$ 554,221	1.6%
105600300	OVERTIME	12,500	6,500	12,500	-	12,500	0.0%
105600400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105600500	FICA EXPENSE	41,500	41,705	43,354	-	43,354	4.5%
105600600	GROUP INSURANCE EXPENSE	130,720	115,691	135,000	-	135,000	3.3%
105600700	RETIREMENT EXPENSE	55,333	59,420	64,606	-	64,606	16.8%
105600800	DEFERRED COMPENSATION	27,124	27,260	28,336	-	28,336	4.5%
	EMPLOYEE BENEFITS	812,579	789,201	838,017	-	838,017	
105601300	TELEPHONE	10,000	7,500	10,000	-	10,000	0.0%
105601400	TRAINING & TRAVEL	11,000	8,000	11,000	-	11,000	0.0%
105601600	EQUIPMENT MAINTENANCE	30,000	28,000	30,000	-	30,000	0.0%
105601700	AUTO REPAIR	15,000	13,000	15,000	-	15,000	0.0%
105601800	UTILITIES	165,000	142,700	165,000	-	165,000	0.0%
105603100	AUTO OPERATING	35,000	23,000	35,000	-	35,000	0.0%
105603300	DEPARTMENTAL SUPPLIES	153,000	153,000	158,500	-	158,500	3.6%
105604500	CONTRACTUAL SERVICES	38,200	33,700	38,700	-	38,700	1.3%
105604510	INS-PROPERTY & GENERAL	38,500	36,500	39,515	-	39,515	2.6%
105604550	DOWNTOWN STREET LIGHTING	-	-	-	-	-	0.0%
105604600	PROFESSIONAL SERVICES	2,000	-	2,000	-	2,000	0.0%
105605300	DUES & SUBSCRIPTIONS	375	380	400	-	400	6.7%
	OPERATING EXPENDITURES	498,075	445,780	505,115	-	505,115	
105607300	PAVING	275,000	240,728	275,000	-	275,000	0.0%
105607402	CAPITAL-MOTOR VEHICLE	92,000	90,000	-	-	-	0.0%
105607403	CAPITAL-OTHER EQUIPMENT	-	42,000	210,000	-	210,000	0.0%
105607405	CAPITAL-BLDGS & STRUCTURE	-	-	-	-	-	0.0%
105607500	CONSTRUCTION	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	367,000	372,728	485,000	-	485,000	
	TOTAL EXPENDITURES	\$ 1,677,654	\$ 1,607,709	\$ 1,828,132	\$ -	\$ 1,828,132	

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department:	Street	Function:	Transportation
Project Title	Paving	Fund:	General

Project Description:

Resurface Town of Southern Pines streets & roadways to remain on schedule with pavement condition survey.

Costs		2021-2022
<b>Total</b>		<b>\$275,000.00</b>

## DEPARTMENTAL NEW & CAPITAL REQUESTS DETAIL

Department: Streets Function: Transportation  
Project Title: Mower Max with attachments Fund: General

### Project Description:

Mower Max is designed for Right of way and with attachments is able to clean up behind its self to minimize debris left after cutting. This is to replace the John Deere reach mower, which is a 2010 model with 103 hours. This is in coordination with the Garage and their replacement schedule for town vehicles and equipment. As well as to maintain proper operations for the street departments right of way division, and to prevent insufficient operations within the department.

Costs		2021-22
		\$210,000
Total		\$210,000

Town of

Chartered 1887

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.

---

Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Miles of Water Line Inspected	2.535	4.1	1.78
Miles of Sewer Line Inspected	2.181	2.59	1.02
Miles of Street Construction Inspected	1.240	4.45	1.42
Erosion Control Permits Issued	195	284	250
Erosion Control Inspections Site Visits	830	1,350	1,180
Recycling Tons Collected	1,220	1,350	1,400
Grease Trap Inspections	210	196	200
Capital Projects (\$MM)	\$1.71MM	\$3.52MM	\$5.78MM

**FY 2020-21 Accomplishments:** The division inspected the installation of improvements at numerous residential and commercial developments. Commercial development continues 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 Carlisle Street Sidewalk, Bennett St Sidewalk and the Morganton Rd Water Main Replacement. The division managed twelve engineering services contracts associated with current and planned capital projects including Water Treatment Plant Upgrades, Pennsylvania Water Line, ARO Lift Station, and multiple water and sewer infrastructure replacements. In FY 2020-21, the solid waste collection contract was in year three of a five-year contract.

**FY 2021-22 Projects:** The solid waste collection contract will be in the fourth 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 East Morganton Road and ARO Lift Station project will be completed and Pennsylvania Water Line project, Water Treatment Plant Upgrades, Bennet Street Sidewalk, and various utility projects will be in construction. The division will aid with other departmental 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.

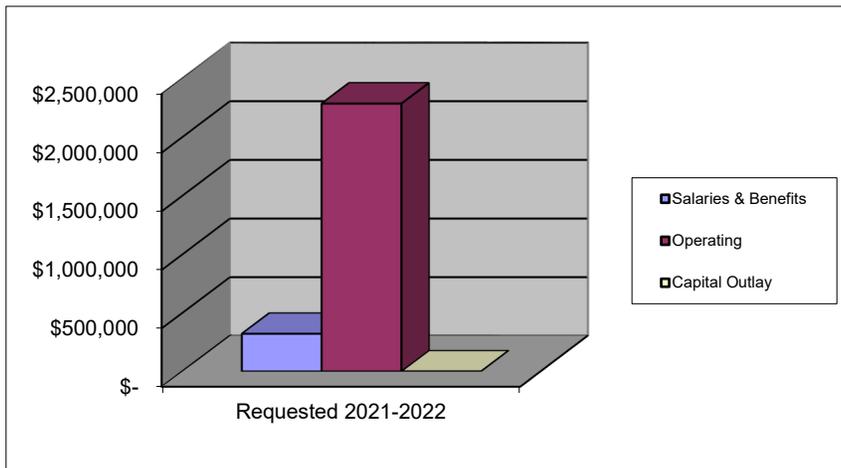
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 411,079	\$ 334,301	\$ 329,146	\$ 322,432
Operating	1,933,063	2,180,899	2,168,328	2,286,472
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 2,344,142</b>	<b>\$ 2,515,200</b>	<b>\$ 2,497,474</b>	<b>\$ 2,608,904</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Fees	\$ 64,036	\$ 15,000	\$ 57,300	\$ 35,000
Disposal Fees	807,159	858,858	860,175	884,400
General Revenues	1,472,947	1,641,342	1,579,999	1,689,504
<b>Total</b>	<b>\$ 2,344,142</b>	<b>\$ 2,515,200</b>	<b>\$ 2,497,474</b>	<b>\$ 2,608,904</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	4.0	4.0	3.0	4.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New Position - Engineering Tech \$ 19,012



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Public Works/Sanitation	Function: General Government			Fund: 10	Department: 565	
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105650200	SALARIES & WAGES	\$ 247,722	\$ 246,771	\$ 224,442	\$ 11,900	\$ 236,342	-4.6%
105650400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105650500	FICA EXPENSE	19,346	18,345	17,170	911	18,081	-6.5%
105650600	GROUP INSURANCE EXPENSE	28,859	27,580	27,000	2,250	29,250	1.4%
105650700	RETIREMENT EXPENSE	25,461	24,460	25,586	1,356	26,942	5.8%
105650800	DEFERRED COMPENSATION	12,913	11,990	11,222	595	11,817	-8.5%
	EMPLOYEE BENEFITS	334,301	329,146	305,420	17,012	322,432	
105651100	POSTAGE	300	150	300	-	300	0.0%
105651200	PRINTING	500	200	500	-	500	0.0%
105651300	TELEPHONE	4,200	3,000	3,480	-	3,480	-17.1%
105651400	TRAINING & TRAVEL	4,750	1,900	8,750	1,000	9,750	105.3%
105651700	AUTO REPAIR	2,000	200	2,000	-	2,000	0.0%
105651800	UTILITIES	4,200	4,200	4,350	-	4,350	0.0%
105653100	AUTO OPERATING	6,000	6,500	5,200	-	5,200	-13.3%
105653300	DEPARTMENTAL SUPPLIES	4,500	4,500	3,500	1,000	4,500	0.0%
105654500	CONTRACTUAL SERVICES	2,134,679	2,128,023	2,228,237	-	2,228,237	4.4%
105654510	INS-PROPERTY & GENERAL	5,500	5,805	5,885	-	5,885	7.0%
105654600	PROFESSIONAL SERVICES	12,000	11,786	20,000	-	20,000	66.7%
105655300	DUES & SUBSCRIPTIONS	2,270	2,064	2,270	-	2,270	0.0%
	OPERATING EXPENDITURES	2,180,899	2,168,328	2,284,472	2,000	2,286,472	
105657401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105657402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105657403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 2,515,200</u>	<u>\$ 2,497,474</u>	<u>\$ 2,589,892</u>	<u>\$ 19,012</u>	<u>\$ 2,608,904</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: PW Admin/  
Sanitation

Function: General  
Government  
Fund: General Fund

Project Title: Engineering  
Technician

### Project Description:

The Public Works Administration Department is responsible for the review, permitting, and construction inspection of new site infrastructure and administration of the delegated Erosion Control program through the Engineering Division. An Engineering Technician is being requested to help the keep up with the ever-increasing demand for the various public works permits and site plans associated with residential and commercial development, and the subsequent construction field inspections. This position would be responsible for the administration of the erosion control permitting processes and inspections, the Fats, Oils, and Grease program, and ancillary field testing and inspections, removing these duties from the Construction Inspector (CI) so that they can focus on inspections of civil infrastructure to ensure that the infrastructure meets the Towns standards. The technician would also serve as a backup construction inspector, perform engineering studies, and other duties as required.

Costs		2021-2022
Salaries & Benefits		\$17,012
Operating		\$2,000
IT		\$4,600
Total		\$23,612

## FLEET MAINTENANCE

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

---

### Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Preventative Maintenance	172	258	258
State Inspections	108	135	138
Tire Changes/Repaired	180	189	189
Brake Repairs	29	43	43
Misc. Repairs	554	831	831
Total Work Orders	899	1140	1140

**FY 2020-21 Accomplishments:** During FY 2020-21, 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 2020-21, 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 and police fleets 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 2021-22 Projects:** In the upcoming year, the Fleet Maintenance division seeks to continue the advancement of the work order system to improve its preventative maintenance program. The division will continue to work with all departments to improve overall internal customer service.

FLEET MAINTENANCE

Fund: General

Function: General Government

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

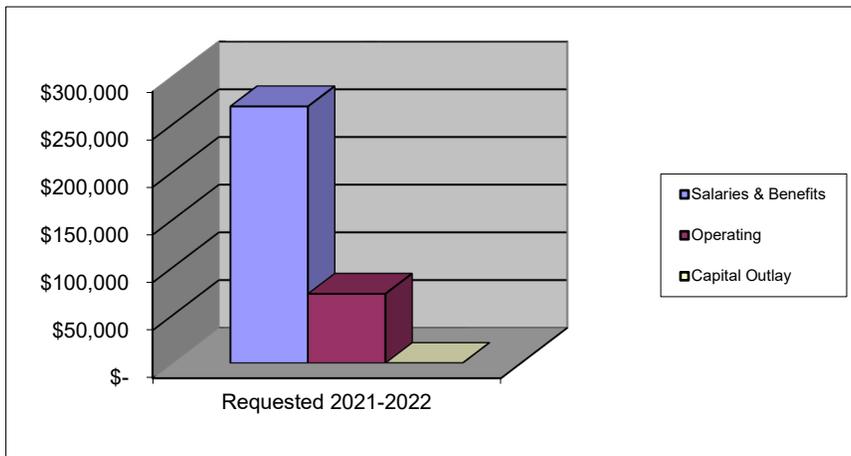
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 239,754	\$ 260,406	\$ 257,655	\$ 268,894
Operating	47,888	70,750	65,850	72,455
Capital Outlay	10,040	-	-	-
<b>Total</b>	<b>\$ 297,682</b>	<b>\$ 331,156</b>	<b>\$ 323,505</b>	<b>\$ 341,349</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 297,682	\$ 331,156	\$ 323,505	\$ 341,349

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees-Full Time	4.0	4.0	4.0	4.0
Budgeted Employees-Part Time	-	-	-	-

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Fleet Maintenance	Function: General Government	Fund: 10	Department: 580			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
105800200	SALARIES & WAGES	\$ 183,440	\$ 181,527	\$ 186,935	\$ -	\$ 186,935	1.9%
105800300	OVERTIME	1,000	500	1,000	-	1,000	0.0%
105800400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105800500	FICA EXPENSE	13,762	13,649	14,301	-	14,301	3.9%
105800600	GROUP INSURANCE EXPENSE	34,859	34,859	36,000	-	36,000	3.3%
105800700	RETIREMENT EXPENSE	18,350	18,199	21,311	-	21,311	16.1%
105800800	DEFERRED COMPENSATION	8,995	8,921	9,347	-	9,347	3.9%
	EMPLOYEE BENEFITS	260,406	257,655	268,894	-	268,894	
105801300	TELEPHONE	1,200	1,200	1,200	-	1,200	0.0%
105801400	TRAINING & TRAVEL	4,500	4,500	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	6,300	4,500	6,300	-	6,300	0.0%
105803100	AUTO OPERATING	3,300	2,000	3,300	-	3,300	0.0%
105803300	DEPARTMENTAL SUPPLIES	25,000	22,697	25,000	-	25,000	0.0%
105804500	CONTRACTUAL SERVICES	16,100	18,403	18,800	-	18,800	16.8%
105804510	INS-PROPERTY & GENERAL	8,800	7,000	7,785	-	7,785	-11.5%
105805300	DUES & SUBSCRIPTIONS	550	550	570	-	570	3.6%
	OPERATING EXPENDITURES	70,750	65,850	72,455	-	72,455	
105807401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105807402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105807403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 331,156</u>	<u>\$ 323,505</u>	<u>\$ 341,349</u>	<u>\$ -</u>	<u>\$ 341,349</u>	

Town of

Chartered 1887

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.

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

---

Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Recreation Program Hours Conducted	4,289	4,200	6,400
Enrolled Participants	16,908	19,000	22,000
Outdoor special Event Permits Issued	26	10	40
Rental of Facilities	633	250	800
Trail Miles Maintained	184	230	230
Reservoir Park – Estimated Visitors	252,522	280,000	255,000

**FY 2020-21** The department is working to improve citizen’s experiences during COVID 19 restrictions. Improving park & greenway trail visitor enjoyment and safety with upgraded trails, bridges and handrails. The department installed sidewalks to improve visitor and handicap access to the entrance and shelter areas at Reservoir Park. The department launched a new online website that allows easy access to program and special event information as well as online registration and payment. The new site also offers important facility information and online rentals. Virtual recreation for youth and Adults 55+ is offered this year for outdoor challenges and other fun activities in addition to the traditional athletics and programs.

**FY 2021-22** In addition to facility and playground improvements planned and requested, the department, with the guidance of our new director, will continue to work thru the Programs, Athletics, Adults 55+ and Parks divisions to provide fun and rewarding experiences in Recreation and Parks and to educate citizens about the variety of facilities, programs and events available to the community. The department also looks forward to making the new White Hall property an important part of that future.

RECREATION

Fund: General

Function: Cultural & Recreation

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

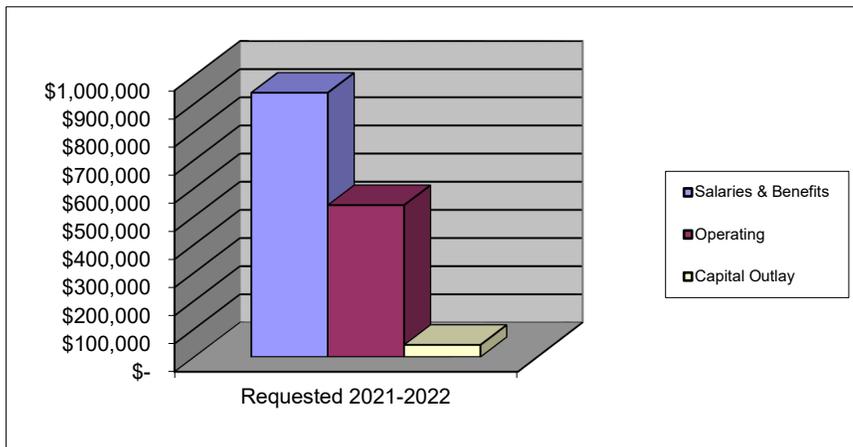
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 830,389	\$ 937,637	\$ 868,303	\$ 938,857
Operating	302,664	486,130	359,976	539,485
Capital Outlay	94,811	70,000	63,000	43,000
Total	\$ 1,227,864	\$ 1,493,767	\$ 1,291,279	\$ 1,521,342

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Fees	\$ 152,966	\$ 195,000	\$ 100,000	\$ 195,000
Facility Rental Fees	26,713	35,000	5,000	25,000
Grants	-	1,250	500	1,000
General Revenues	1,048,185	1,262,517	1,185,779	1,300,342
Total	\$ 1,227,864	\$ 1,493,767	\$ 1,291,279	\$ 1,521,342

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees-Full Time	12.0	13.0	13.0	13.0
Budgeted Employees-Part Time	29.0	29.0	31.5	31.5

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Mower replacement (#913) \$ 24,000  
 Mower replacement (#942) 19,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Recreation	Function: Cultural & Recreation	Fund: 10	Department: 620			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
106200200	SALARIES & WAGES	\$ 686,856	\$ 634,218	\$ 677,768	\$ -	\$ 677,768	-1.3%
106200300	OVERTIME	2,500	1,000	2,500	-	2,500	0.0%
106200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106200500	FICA EXPENSE	51,656	47,175	52,041	-	52,041	0.7%
106200600	GROUP INSURANCE EXPENSE	113,291	110,442	117,000	-	117,000	3.3%
106200700	RETIREMENT EXPENSE	55,921	50,643	62,247	-	62,247	11.3%
106200800	DEFERRED COMPENSATION	27,413	24,825	27,301	-	27,301	-0.4%
	EMPLOYEE BENEFITS	937,637	868,303	938,857	-	938,857	
106201100	POSTAGE	300	200	200	-	200	-33.3%
106201200	PRINTING	10,000	2,000	3,800	-	3,800	-62.0%
106201300	TELEPHONE	7,000	7,000	8,500	-	8,500	21.4%
106201400	TRAINING & TRAVEL	8,900	2,440	8,900	-	8,900	0.0%
106201500	BUILDING & GROUNDS	61,750	54,180	64,700	-	64,700	4.8%
106201600	EQUIPMENT MAINTENANCE	12,000	16,932	12,000	-	12,000	0.0%
106201700	AUTO REPAIR	12,000	5,500	8,000	-	8,000	-33.3%
106201800	UTILITIES	54,500	36,000	45,000	-	45,000	-17.4%
106202100	RENT	3,500	2,400	3,500	-	3,500	0.0%
106203100	AUTO OPERATING	19,000	17,000	19,000	-	19,000	0.0%
106203300	DEPARTMENTAL SUPPLIES	52,450	39,839	57,800	-	57,800	10.2%
106203500	LAUNDRY & CLEANING	300	100	100	-	100	-66.7%
106204500	CONTRACTUAL SERVICES	105,780	72,285	123,080	-	123,080	16.4%
106204501	CONTRACTUAL SERV-GRANT	2,500	-	-	-	-	-100.0%
106204510	INS-PROPERTY & GENERAL	29,150	30,150	33,155	-	33,155	13.7%
106204600	PROFESSIONAL SERVICES	35,000	5,000	85,500	-	85,500	144.3%
106204700	CARD PROCESSING FEE	1,200	1,200	3,000	-	3,000	150.0%
106205200	CHEMICALS	36,000	31,000	36,000	-	36,000	0.0%
106205300	DUES & SUBSCRIPTIONS	2,800	1,750	2,250	-	2,250	-19.6%
106207300	RESERVOIR PARK EXPENSE	32,000	35,000	25,000	-	25,000	-21.9%
	OPERATING EXPENDITURES	486,130	359,976	539,485	-	539,485	
106207402	CAPITAL-MOTOR VEHICLE	70,000	63,000	-	-	-	0.0%
106207403	CAPITAL-EQUIPMENT	-	-	43,000	-	43,000	0.0%
	CAPITAL OUTLAY	70,000	63,000	43,000	-	43,000	
	TOTAL EXPENDITURES	\$ 1,493,767	\$ 1,291,279	\$ 1,521,342	\$ -	\$ 1,521,342	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Recreation & Parks

Function: Cultural & Recreation

Project Title: Toro Sandpro

Fund: General

**Project Description:**

A Toro Sandpro to replace the John Deere 1200A (#913) that is a 2000 model with 3,037 hours. The mechanical issues are beginning to outweigh the worth of the machine.

Costs		2021-2022
		\$24,000
<b>Total</b>		<b>\$24,000</b>

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Recreation & Parks

Function: Culture & Recreation

Project Title: Hustler Super Z

Fund: General

Project Description:

Hustler Super Z with bagging attachment, to replace mower #942 that is a 2013 model with 1,034 hours.

Costs		2021-2022
<b>Total</b>		<b>\$19,000</b>

Town of

Chartered 1887

Southern Pines

## LIBRARY

**Narrative:** The Southern Pines Public Library empowers all citizens of the community to foster connections and find avenues for discovery.

### **FY 2020-21 Accomplishments:**

- Completed 2020-2025 Strategic Plan to guide innovative Library Services.
- Increased digital offerings. This included adding funds to Overdrive to increase access to eBooks and eAudiobooks; adding Udemy online job training and Miss Humblebees Academy, and adding Creative Bug for creative tutorials.
- Created new program formats to reach patrons during the pandemic, including virtual offerings such as the entrepreneurial roundtable, technology training, and story sessions; outdoor storytimes through December; and take-and-make bags for all ages.
- Working with the Friends of the Library and IT Department, purchased furniture for expanded outdoor seating that includes Wifi access.

### **FY 2021-22 Projects:**

Goal: Develop and Implement a plan for cohesive marketing of Library services.

Objective: Seek public input on impressions of the Library and how residents and users receive information by surveying Town residents.

Objective: Initiate a membership drive to increase support for the Friends of Southern Pines Public Library, which provides program funding to the Library.

Goal: Provide the community with tutoring sessions and other enrichment training and courses for digital literacy and workplace skills.

Objective: Design and initiate a technology assessment with residents and community partners to identify basic computer skills and technology training needs.

Objective: Design and implement small group technology training classes focused on areas of interest or basic digital skills needs identified by the community.

Goal: Revise space allocation to meet a variety of needs.

Objective: Complete patron and staff surveys to assess space requirements. Known focus area for 2021-2022 is updating the adult computer/learning area.

<b>Performance Measures</b>	2019-20 Actual	2020-21 Projected	2021-22 Proposed
Program attendance per capita greater than or equal to the state average	0.97	0.32	1.00
Library visits per capita greater than or equal to state average	4.34	2.00	5.50
Circulation per registered borrower greater than state average	11.34	7.00	10.00
Collection use per library visit greater than state average	2.61	2.0	2.00
Public service hours per capita greater than state average	0.19	0.18	0.20

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.

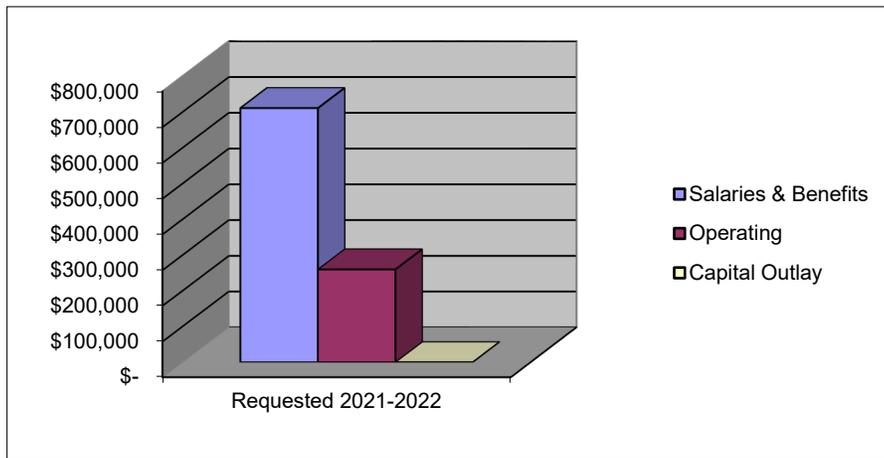
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 668,408	\$ 720,038	\$ 678,146	\$ 711,325
Operating	234,533	263,276	246,984	260,220
Capital Outlay	98,402	-	-	-
<b>Total</b>	<b>\$ 1,001,343</b>	<b>\$ 983,314</b>	<b>\$ 925,130</b>	<b>\$ 971,545</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
State Aid	\$ 5,949	\$ 5,951	\$ 6,159	\$ 6,200
Grants	78,754	-	-	-
Fees	33,842	40,000	24,000	35,000
General Revenues	961,552	937,363	894,971	930,345
<b>Total</b>	<b>\$ 1,080,097</b>	<b>\$ 983,314</b>	<b>\$ 925,130</b>	<b>\$ 971,545</b>

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees-Full Time	9.0	9.0	9.0	9.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Library	Function: Cultural & Recreation	Fund: 10	Department: 630			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
106300200	SALARIES & WAGES	\$ 530,538	\$ 498,552	\$ 516,055	\$ -	\$ 516,055	-2.7%
106300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106300500	FICA EXPENSE	39,729	38,139	39,478	-	39,478	-0.6%
106300600	GROUP INSURANCE EXPENSE	78,432	71,040	81,000	-	81,000	3.3%
106300700	RETIREMENT EXPENSE	47,872	47,252	51,990	-	51,990	8.6%
106300800	DEFERRED COMPENSATION	23,467	23,163	22,802	-	22,802	-2.8%
	EMPLOYEE BENEFITS	720,038	678,146	711,325	-	711,325	
106301100	POSTAGE	2,000	2,000	2,000	-	2,000	0.0%
106301200	PRINTING	-	-	-	-	-	0.0%
106301300	TELEPHONE	1,500	850	850	-	850	-43.3%
106301400	TRAINING & TRAVEL	11,000	1,500	7,000	-	7,000	-36.4%
106301600	EQUIPMENT MAINTENANCE	2,000	2,000	2,000	-	2,000	0.0%
106301800	UTILITIES	46,000	40,000	46,000	-	46,000	0.0%
106303300	DEPARTMENTAL SUPPLIES	25,950	28,500	25,950	1,325	27,275	5.1%
106303400	MATERIALS & LIBRARY BOOKS	100,000	100,000	100,000	-	100,000	0.0%
106303401	STATE AID MATERIALS	5,951	6,159	5,951	249	6,200	4.2%
106303403	DONATION EXPENSES	3,000	3,000	3,000	-	3,000	0.0%
106303500	PERIODICALS	6,000	6,000	6,000	-	6,000	0.0%
106303600	AUDIO-VISUAL	2,000	2,000	2,000	-	2,000	0.0%
106304500	CONTRACTUAL SERVICES	48,750	45,850	48,380	-	48,380	-0.8%
106304510	INS-PROPERTY & GENERAL	4,125	4,125	4,515	-	4,515	9.5%
106305300	DUES & SUBSCRIPTIONS	5,000	5,000	5,000	-	5,000	0.0%
	OPERATING EXPENDITURES	263,276	246,984	258,646	1,574	260,220	
106307401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
106307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 983,314</u>	<u>\$ 925,130</u>	<u>\$ 969,971</u>	<u>\$ 1,574</u>	<u>\$ 971,545</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:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Grounds Maintenance:			
Class A (acres)	1	1	1
Horticulture Services (acres)	42	42	43
Building Maintenance and Janitorial:			
Total Square Footage	141,088	150,463	150,463
Works Orders	3,736	4,500	4,500

**FY 2020-21 Accomplishments:** The Division completed several flooring projects that included the Douglass Community Center, the Train Station, and kitchen flooring at the Police Department. Also completed were several interior and exterior painting projects that include the auditorium at the Douglass center, entries of the Admin building, entries of the Campbell House, Library front door, and the entry of the Finance office. There were several generator projects completed this year that included, the Library, Public Works Administration, and Public Works Annex. The Library ceiling tile replacement project, as well as replacement of the drinking fountains was completed. This year also saw the completion of the parking lot reconstruction at Camelia Way along with a new dumpster corral being constructed, various brick paver repairs, and two new decorative benches installed. Also, the division oversaw and assisted with the completion of the parking lot light refurbishing at both the Library and Camellia Way parking lots. 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 the 100 block W. Pennsylvania Avenue tree project. Our routine maintenance has become more productive with new team members and staff taking on new roles within the division.

**FY 2021-22 Projects:** The Division is looking at repairing the Florida Room at the Campbell House. Interior painting and carpet are planned for the Finance building as well as interior painting at the Library. The division will continue to work with the Appearance Commission for their annual color plantings, Arbor Day and other projects. The division will continue to play a lead role in the Public Works Annex upfit. The addition of a new man lift, requested as part of the capital budget for FY 2021-22, 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.

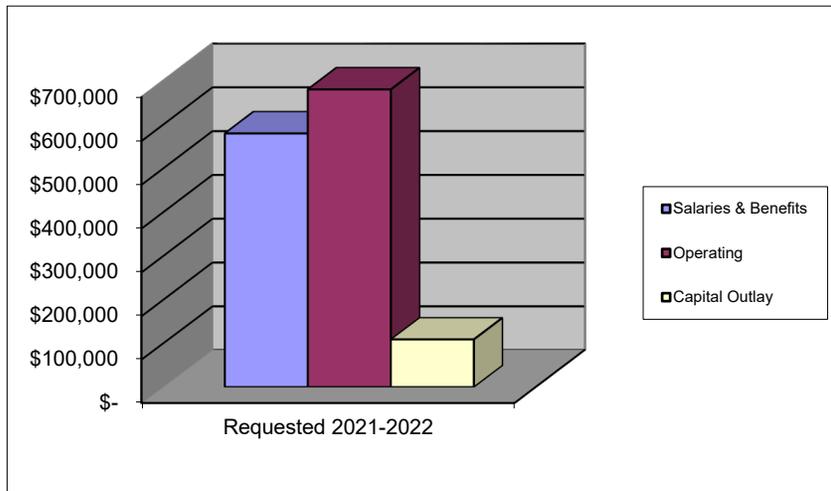
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 558,266	\$ 582,545	\$ 573,791	\$ 580,653
Operating	668,133	786,730	745,072	681,170
Capital Outlay	163,527	-	31,485	110,000
<b>Total</b>	<b>\$ 1,389,926</b>	<b>\$ 1,369,275</b>	<b>\$ 1,350,348</b>	<b>\$ 1,371,823</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
General Revenues	\$ 1,389,926	\$ 1,369,275	\$ 1,350,348	\$ 1,371,823

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees-Full Time	10.0	10.0	10.0	10.0

### 2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New equipment - Self propelled lift	\$	65,000
Van Replacement (#42) w/utility truck		45,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Building & Grounds	Function: General Government	Fund: 10	Department: 640			
Object Code	Object Title	2020-2021 Budget as of 03/31/2021	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
106400200	SALARIES & WAGES	\$ 401,532	\$ 396,365	\$ 392,028	\$ -	\$ 392,028	-2.4%
106400300	OVERTIME	3,500	1,500	3,500	-	3,500	0.0%
106400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106400500	FICA EXPENSE	30,257	30,437	30,258	-	30,258	0.0%
106400600	GROUP INSURANCE EXPENSE	87,146	85,010	90,000	-	90,000	3.3%
106400700	RETIREMENT EXPENSE	40,337	40,585	45,090	-	45,090	11.8%
106400800	DEFERRED COMPENSATION	19,773	19,894	19,777	-	19,777	0.0%
	EMPLOYEE BENEFITS	582,545	573,791	580,653	-	580,653	
106401300	TELEPHONE	6,500	7,000	6,500	-	6,500	0.0%
106401400	TRAINING & TRAVEL	4,000	4,000	4,000	-	4,000	0.0%
106401500	BUILDING & GROUNDS	142,000	127,000	152,000	-	152,000	7.0%
106401600	EQUIPMENT MAINTENANCE	12,000	10,000	11,000	-	11,000	-8.3%
106401700	AUTO REPAIR	5,000	5,000	5,500	-	5,500	10.0%
106401800	UTILITIES	100,000	98,000	100,000	-	100,000	0.0%
106402100	RENT	-	-	-	-	-	0.0%
106403100	AUTO OPERATING	21,000	18,000	20,000	-	20,000	-4.8%
106403300	DEPARTMENTAL SUPPLIES	106,650	100,600	102,000	-	102,000	-4.4%
106404500	CONTRACTUAL SERVICES	89,880	85,800	93,700	-	93,700	4.3%
106404510	INS-PROPERTY & GENERAL	33,000	34,250	37,670	-	37,670	14.2%
106404600	PROFESSIONAL SERVICES	197,700	192,200	91,000	-	91,000	-54.0%
106405200	CHEMICALS	18,500	15,500	16,000	-	16,000	-13.5%
106405300	DUES & SUBSCRIPTIONS	1,500	800	800	-	800	-46.7%
106405700	APPEARANCE COMMISSION	49,000	46,922	41,000	-	41,000	-16.3%
	OPERATING EXPENDITURES	786,730	745,072	681,170	-	681,170	
106407402	CAPITAL-MOTOR VEHICLE	-	31,485	45,000	-	45,000	0.0%
106407403	CAPITAL-OTHER EQUIPMENT	-	-	65,000	-	65,000	0.0%
106407405	CAPITAL-BLDGS/STRUCTURES	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	31,485	110,000	-	110,000	
	TOTAL EXPENDITURES	<u>\$ 1,369,275</u>	<u>\$ 1,350,348</u>	<u>\$ 1,371,823</u>	<u>\$ -</u>	<u>\$ 1,371,823</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Building & Grounds

Function: General Government

Project Title: Pick-up with Utility Cap

Fund: General

**Project Description:**

This request would replace Vehicle 43 an existing 2008 building maintenance van with an extended cab pickup truck, with a full-size bed truck cap that has a ladder rack on top and tool boxes on both sides. Vehicle 43 is in need of replacement due to condition and ongoing maintenance expense.

Costs		2021-2022
		\$45,000
<b>Total</b>		<b>\$45,000</b>

TOWN OF SOUTHERN PINES  
2021-2022 GENERAL FUND BUDGET  
DEPARTMENTAL NEW AND CAPITAL REQUESTS

DEPARTMENT	REQUEST	CONTINUATION CAPITAL OR NEW REQUEST	AMOUNT	Line Item
Information Technology	SAN Expansion	N	\$ 17,000	10-430-7401
	Information Technology Department Total		17,000	
Police - Patrol	Vehicle Replacements (2)	C	116,000	10-511-7402
	Police - Patrol Department Total		116,000	
Police-Communications	Dispatch Console replacement	N	131,000	10-514-7403
	New Positions - conversion PT to FT	N	59,982	10-514-0200,0500, 0600, 0700, 0800
	Police - Communications Department Total		190,982	
Police - Investigations	Vehicle Replacements (1)	C	51,000	10-515-7402
	Police - Investigations Department Total		51,000	
Fire	Vehicle Replacement (squad # 81 QRV)	C	55,500	10-560-7402
	Vehicle Replacement Brush Truck ( # 818)	C	212,000	10-560-7402
	Self Contained Breathing Apparatus	N	46,000	10-560-7403
	Fire Department Total		313,500	
Planning	New Position - LR Panner	N	57,219	10-540-0200,0500, 0600, 0700, 0800
	Planning Department Total		57,219	
Street	Annual Resurfacing	C	275,000	10-560-7300
	Max Mower (# 521)	C	210,000	10-560-7403
	Street Department Total		485,000	
PW/Sanitation	New Position - Engineering Tech	N	23,612	10-565-0200,0500, 0600, 0700, 0800
	PW/Sanitation Department Total		23,612	
Recreation & Parks	Toro Sandpro - field groomer	N	24,000	10-620-7403
	Hustler Super Z	C	19,000	10-620-7403
	Recreation & Parks Department Total		43,000	
Building & Grounds	Self Propelled Lift	N	65,000	10-640-7403
	Replacement Vehicle Van for a Truck	C	45,000	10-640-7402
	Building & Grounds Department Total		110,000	

GRAND TOTAL

\$ 1,407,313

Town of

Chartered 1887

Southern Pines

## **UTILITY FUND SUMMARY**

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

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

## **RETAINED EARNINGS**

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

## TOWN OF SOUTHERN PINES WATER RATE SCHEDULE

---

MINIMUM:

<u>Meter Size</u>	<u>Inside Town</u>	<u>Outside Town</u>
3/4"	\$13.00	\$26.00
1"	21.33	42.66
1 1/2"	45.09	90.18
2"	78.37	156.74
3"	173.54	347.08
4"	306.68	613.36
6"	687.27	1,374.54
8"	1,220.07	2,440.14

VOLUME CHARGE PER 1,000 GALLONS:

<u>Inside Town</u>	<u>Outside Town</u>
\$3.52	\$7.04

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

## TOWN OF SOUTHERN PINES SEWER RATE SCHEDULE

---

MINIMUM:

<u>Meter Size</u>	<u>Inside Town</u>	<u>Outside Town</u>
3/4"	\$6.76	\$13.52
1"	8.80	17.60
1 1/2"	14.51	29.02
2"	22.59	45.18
3"	45.56	91.12
4"	77.71	155.42
6"	169.68	339.36
8"	298.42	596.84

### VOLUME CHARGE PER 1,000 GALLONS

<u>Inside Town</u>	<u>Outside Town</u>
\$6.36	\$12.72

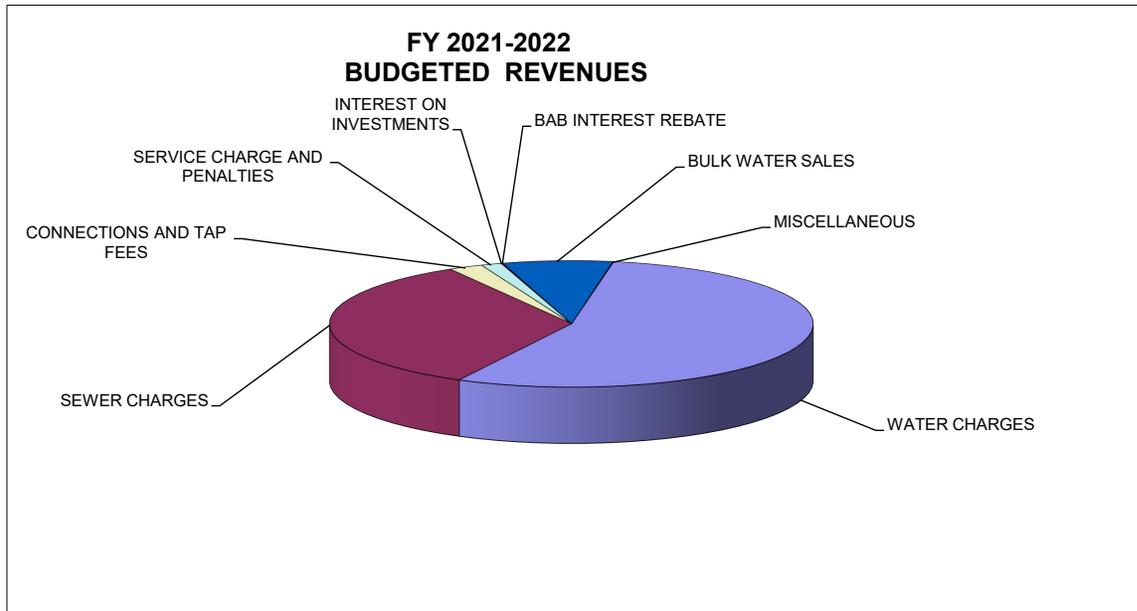
***\*\*Rates go in effect July 1, 2021\*\****

TOWN OF SOUTHERN PINES  
 UTILITY FUND  
 RETAINED EARNINGS SUMMARY  
 2021-2022

	ACTUAL 2019-2020	BUDGET 2020-2021 as of 04/01/21	EXPECTED REVENUES EXPENDITURES 2020-2021	BUDGET 2021-2022
Available Retained Earnings - Beginning	\$ 7,684,290	\$ 6,527,127	\$ 6,527,127	\$ 5,264,270
Total Revenues	<u>8,674,712</u>	<u>8,079,523</u>	<u>8,522,932</u>	<u>8,752,310</u>
Total Funds Available	16,359,002	14,606,650	15,050,059	14,016,580
Total Expenditures	7,596,541	8,219,018	7,949,889	8,041,677
Transfers Out	<u>2,235,334</u>	<u>1,835,900</u>	<u>1,835,900</u>	<u>1,036,200</u>
Available Retained Earnings - Ending	<u><u>\$ 6,527,127</u></u>	<u><u>\$ 4,551,732</u></u>	<u><u>\$ 5,264,270</u></u>	<u><u>\$ 4,938,703</u></u>

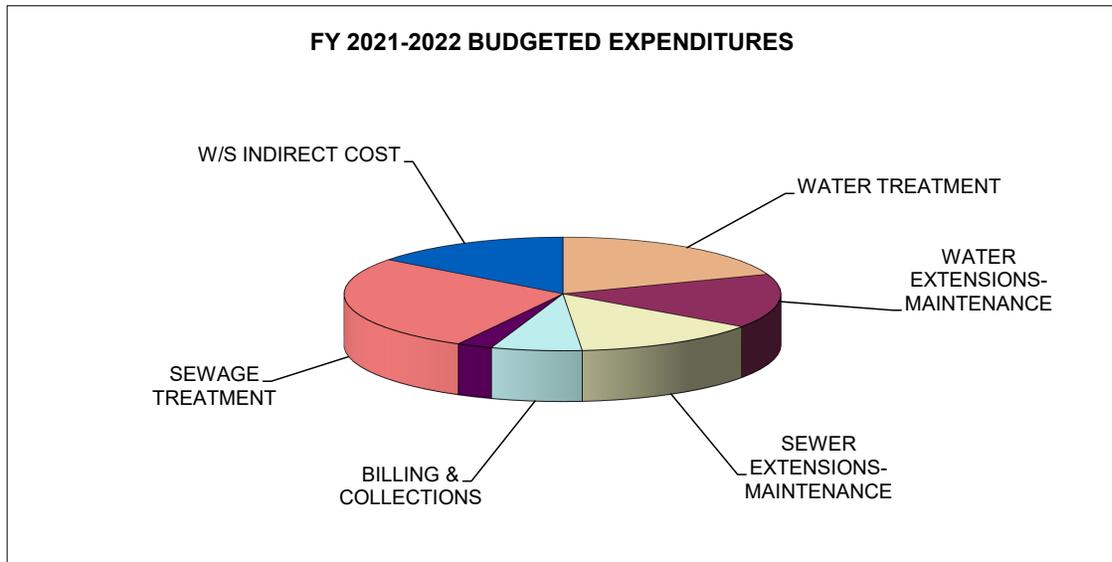
TOWN OF SOUTHERN PINES  
UTILITY FUND  
SCHEDULE OF REVENUES  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021 as of 07/01/20	BUDGET 2020-2021 as of 04/01/21	EXPECTED REVENUES 2020-2021	BUDGET 2021-2022
WATER CHARGES	\$ 4,281,774	\$ 4,446,032	\$ 4,694,050	\$ 4,278,150	\$ 4,278,150	\$ 4,608,172	\$ 4,792,499
SEWER CHARGES	2,647,643	2,774,161	2,855,435	2,766,110	2,766,110	2,851,261	2,965,311
CONNECTIONS AND TAP FEES	263,260	240,710	316,369	200,000	200,000	233,548	200,000
SERVICE CHARGE AND PENALTIES	127,665	127,324	94,807	120,000	120,000	105,730	120,000
INTEREST ON INVESTMENTS	59,754	111,801	83,594	65,000	65,000	9,500	9,500
BAB INTEREST REBATE	14,102	9,968	3,377	1,141	1,141	3,424	-
BULK WATER SALES	764,919	593,977	593,974	618,122	618,122	646,767	640,000
MISCELLANEOUS	6,408	39,449	11,184	5,000	5,000	24,530	5,000
GAIN ON SALE OF ASSETS	-	419,674	21,920	26,000	26,000	40,000	20,000
TRANSFER IN-RETAINED EARNINGS	-	-	1,157,167	1,950,176	1,975,395	1,262,857	325,567
TRANSFER OUT-RETAINED EARNINGS	(199,707)	(766,728)	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 7,965,818</b>	<b>\$ 7,996,368</b>	<b>\$ 9,831,877</b>	<b>\$ 10,029,699</b>	<b>\$ 10,054,918</b>	<b>\$ 9,785,789</b>	<b>\$ 9,077,877</b>



TOWN OF SOUTHERN PINES  
UTILITY FUND  
CONSOLIDATED EXPENDITURE SUMMARY  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021	EXPECTED EXPENDITURES 2020-2021	BUDGET 2021-2022
WATER TREATMENT	\$ 1,368,082	\$ 1,366,744	\$ 1,375,734	\$ 1,500,427	\$ 1,437,749	\$ 1,558,711
WATER EXTENSIONS-MAINTENANCE	788,543	918,398	958,735	1,166,340	1,109,678	1,240,329
SEWER EXTENSIONS-MAINTENANCE	702,299	763,214	1,267,162	1,360,259	1,252,582	1,109,458
BILLING & COLLECTIONS	427,352	425,939	439,613	529,443	524,625	537,346
FINANCING INTEREST & PRINCIPAL	597,837	590,988	590,905	421,189	383,895	211,348
SEWAGE TREATMENT	1,657,316	1,993,421	1,914,060	2,100,000	2,100,000	2,200,000
W/S INDIRECT COST	986,277	1,021,577	1,050,334	1,141,360	1,141,360	1,184,485
OTHER	-	16,149	-	-	-	-
<b>SUB-TOTAL</b>	<b>6,527,706</b>	<b>7,096,430</b>	<b>7,596,543</b>	<b>8,219,018</b>	<b>7,949,889</b>	<b>8,041,677</b>
TRANSFERS	1,445,000	900,000	2,235,334	1,835,900	1,835,900	1,036,200
<b>TOTAL</b>	<b>\$ 7,972,706</b>	<b>\$ 7,996,430</b>	<b>\$ 9,831,877</b>	<b>\$ 10,054,918</b>	<b>\$ 9,785,789</b>	<b>\$ 9,077,877</b>



TOWN OF SOUTHERN PINES  
UTILITY FUND  
EXPENDITURE BY FUNCTION AND TRANSFERS  
2021-2022

	ACTUAL 2017-2018	ACTUAL 2018-2019	ACTUAL 2019-2020	BUDGET 2020-2021 as of 07/01/20	BUDGET 2020-2021 as of 04/01/21	EXPECTED EXPENDITURES 2020-2021	BUDGET 2021-2022
Water Treatment	\$ 1,368,082	\$ 1,366,744	\$ 1,375,734	\$ 1,500,427	\$ 1,500,427	\$ 1,437,749	\$ 1,558,711
Water Extensions - Maintenance	788,543	918,398	958,735	1,156,699	1,166,340	1,109,678	1,240,329
Sewer Extensions - Maintenance	702,299	763,214	1,267,162	1,350,152	1,360,259	1,252,582	1,109,458
Billing & Collections	427,352	425,939	439,613	523,972	529,443	524,625	537,346
Loss on Disposal of Fixed Assets	-	16,149	-	-	-	-	-
Interest Expense, Financing Principal	590,949	590,926	590,905	421,189	421,189	383,895	211,348
Sewage Treatment	1,657,316	1,993,421	1,914,060	2,100,000	2,100,000	2,100,000	2,200,000
W/S Indirect Cost	986,277	1,021,577	1,050,334	1,141,360	1,141,360	1,141,360	1,184,485
<b>Total Expenditures</b>	<b>6,520,818</b>	<b>7,096,368</b>	<b>7,596,543</b>	<b>8,193,799</b>	<b>8,219,018</b>	<b>7,949,889</b>	<b>8,041,677</b>
Transfers:							
Transfer to North Pressure Zone	750,000	-	-	-	-	-	-
Transfer to Water Treatment Proc Mod	-	-	-	305,900	305,900	305,900	250,000
Transfer to PeeDee/Pennsylvania Line	-	-	-	-	-	-	139,200
Transfer to Lift Station Upgrades/Upfit	-	-	-	530,000	530,000	530,000	-
Transfer to Sanitary Sewer Modernization	-	-	-	750,000	750,000	750,000	462,000
Transfer to Facility Modernization	-	-	302,334	-	-	-	-
Transfer to W&S Improvements	695,000	900,000	1,933,000	250,000	250,000	250,000	185,000
<b>Total Transfers</b>	<b>1,445,000</b>	<b>900,000</b>	<b>2,235,334</b>	<b>1,835,900</b>	<b>1,835,900</b>	<b>1,835,900</b>	<b>1,036,200</b>
<b>Total Expenditures/Transfers</b>	<b>\$ 7,965,818</b>	<b>\$ 7,996,368</b>	<b>\$ 9,831,877</b>	<b>\$ 10,029,699</b>	<b>\$ 10,054,918</b>	<b>\$ 9,785,789</b>	<b>\$ 9,077,877</b>

Town of

Chartered 1887

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.

In FY 2021-2022 terms of a contract extension will be negotiated.

---

Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Total Gallons Treated, BG	1.164	1.277	1.328
Average Daily Production, MGD	3.189	3.499	3.638
Maximum Day Production, MG	6.050	5.928	6.050
Minimum Day Production, MG	0.864	1.400	1.500

**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, filter media replacement, 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 lime storage tank replacement, sludge clarifier piping modifications, and filter air scour system upgrades.

**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.

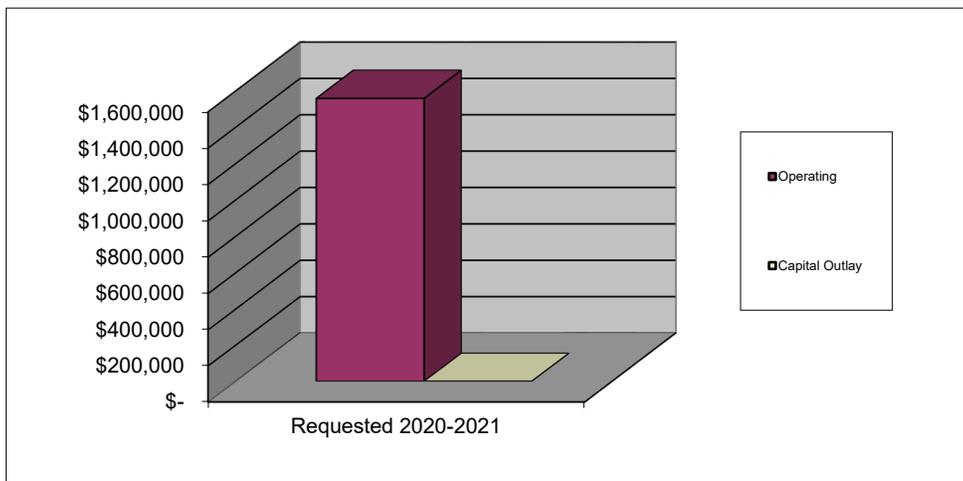
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Operating	\$ 1,366,743	\$ 1,429,427	\$ 1,437,749	\$ 1,558,711
Capital Outlay	-	71,000	-	-
<b>Total</b>	<b>\$ 1,366,743</b>	<b>\$ 1,500,427</b>	<b>\$ 1,437,749</b>	<b>\$ 1,558,711</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Utility Revenues	\$ 1,366,743	\$ 1,500,427	\$ 1,437,749	\$ 1,558,711

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	-	-	-	-

**2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUEST**

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



2021-2022 ANNUAL BUDGET  
 DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Water Treatment Plant	Function: Utility Fund		Fund: 60	Department: 710		
Object Code	Object Title	2020-2021 Budget as of 04/01/21	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
607101200	PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
607101500	BUILDING & GROUNDS	7,500	-	7,500	-	7,500	0.0%
607101600	EQUIPMENT MAINTENANCE	66,000	76,000	180,100	-	180,100	172.9%
607101800	UTILITIES	415,000	400,000	415,000	-	415,000	0.0%
607104500	CONTRACTUAL SERVICES	936,802	956,269	950,086	-	950,086	1.4%
607104510	INS-PROPERTY & GENERAL	4,125	5,480	6,025	-	6,025	46.1%
	OPERATING EXPENDITURES	1,429,427	1,437,749	1,558,711	-	1,558,711	
607107402	CAPITAL-MOTOR VEHICLES	-	-	-	-	-	
607107403	CAPITAL-OTHER EQUIPMENT	71,000	-	-	-	-	0.0%
	CAPITAL OUTLAY	71,000	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 1,500,427</u>	<u>\$ 1,437,749</u>	<u>\$ 1,558,711</u>	<u>\$ -</u>	<u>\$ 1,558,711</u>	

Town of

Chartered 1887

*S*outhern *S*ines

## WATER EXTENSIONS/MAINTENANCE

**Narrative:** The Water Division is responsible for the daily maintenance of the water distribution system, which includes over 258 miles of water mains ranging from 2” to 18” in size and approximately 10,200 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:

	2019- 2020 Actual	2020- 2021 Projected	2021-2022 Proposed
New Services Installed	300	250	250
Water Mains Installed (linear feet)	9,953	7,500	5,000
Hydrants Installed	29	25	20
Valves Installed	87	70	40
Water Main Leaks Repaired	34	30	30
Service Leaks Repaired	74	80	65
Water Quality Complaints	21	25	25
Utility Locate Tickets	5,187	5,500	5,000

**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 and Planning & Inspections department. The coordinated efforts include assistance with shutdowns and new main installations associated with new developments and code enforcement of the cross-connection ordinance. We assisted in the E Morganton Rd water main upfit project and design review/support of the Pee Dee Rd / W Pennsylvania Ave water main upgrade project. We also completed the generator and SCADA installation at the Weymouth Booster Pump station.

**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 \$12.9M in projects needed over the next 5 years. In FY 20-21 we plan to complete the installation of the Pee Dee Rd / W Pennsylvania Ave 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.

**WATER EXTENSION/MAINTENANCE**

Fund: Utility

Function:

Utility

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

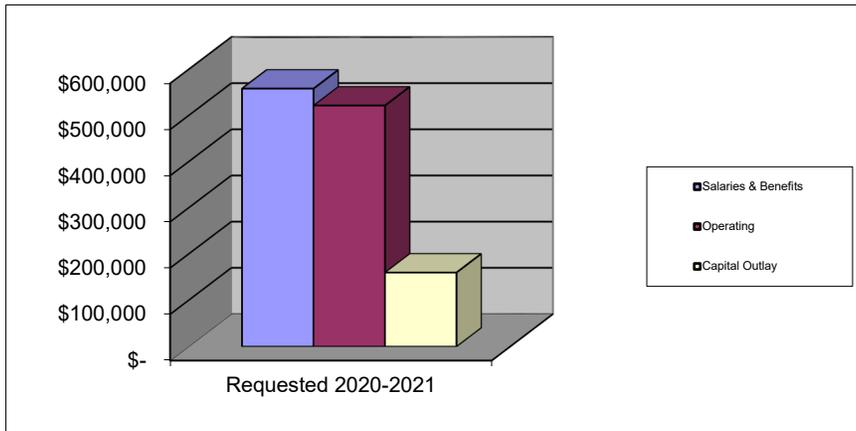
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 393,048	\$ 528,080	\$ 523,459	\$ 558,469
Operating	358,320	528,260	479,060	521,860
Capital Outlay	-	110,000	107,159	160,000
<b>Total</b>	<b>\$ 751,368</b>	<b>\$ 1,166,340</b>	<b>\$ 1,109,678</b>	<b>\$ 1,240,329</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Utility Revenues	\$ 751,368	\$ 1,166,340	\$ 1,109,678	\$ 1,240,329

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	9	9	9	9

**2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUEST**

Replacement Vehicle (#72)	\$ 35,000
Replacement Equipment (#705)	90,000
Replacement Vehicle (#714)	35,000



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Water Extension/Maintenance	Function: Utility Fund			Fund: 60	Department: 730	
Object Code	Object Title	2020-2021 Budget as of 04/01/21	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
607300200	SALARIES & WAGES	\$ 356,557	\$ 356,089	\$ 359,937	\$ 11,900	\$ 371,837	4.3%
607300300	OVERTIME	11,250	7,865	11,250	-	11,250	0.0%
607300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607300500	FICA EXPENSE	27,400	27,400	28,396	911	29,307	7.0%
607300600	GROUP INSURANCE EXPENSE	78,432	78,432	81,000	2,250	83,250	6.1%
607300700	RETIREMENT EXPENSE	36,533	36,017	42,315	1,356	43,671	19.5%
607300800	DEFERRED COMPENSATION	17,908	17,656	18,559	595	19,154	7.0%
	EMPLOYEE BENEFITS	528,080	523,459	541,457	17,012	558,469	
607301100	POSTAGE	1,000	600	1,000	-	1,000	0.0%
607301300	TELEPHONE	6,500	3,500	8,500	-	8,500	30.8%
607301400	TRAINING & TRAVEL	6,000	6,000	6,800	-	6,800	13.3%
607301600	EQUIPMENT MAINTENANCE	9,500	20,000	10,000	-	10,000	5.3%
607301700	AUTO REPAIR	9,500	9,500	10,000	-	10,000	5.3%
607301800	UTILITIES	5,000	5,000	5,000	-	5,000	0.0%
607303100	AUTO OPERATING	22,000	22,000	22,000	-	22,000	0.0%
607303300	DEPARTMENTAL SUPPLIES	303,150	263,650	314,450	-	314,450	3.7%
607304500	CONTRACTUAL SERVICES	67,100	65,800	45,100	-	45,100	-32.8%
607304510	INS-PROPERTY & GENERAL	35,750	35,250	36,250	-	36,250	1.4%
607304600	PROFESSIONAL SERVICES	38,500	23,500	38,500	-	38,500	0.0%
607304700	UTILITY CUT REPAIR	20,000	20,000	20,000	-	20,000	0.0%
607305300	DUES & SUBSCRIPTIONS	4,260	4,260	4,260	-	4,260	0.0%
	OPERATING EXPENDITURES	528,260	479,060	521,860	-	521,860	
607307402	CAPITAL-MOTOR VEHICLE	90,000	86,835	70,000	-	70,000	0.0%
607307403	CAPITAL-OTHER EQUIPMENT	20,000	20,324	90,000	-	90,000	0.0%
	CAPITAL OUTLAY	110,000	107,159	160,000	-	160,000	
	TOTAL EXPENDITURES	<u>\$ 1,166,340</u>	<u>\$ 1,109,678</u>	<u>\$ 1,223,317</u>	<u>\$ 17,012</u>	<u>\$ 1,240,329</u>	

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Water Extensions

Function: Utility

Project Title: Replace vehicle 72

Fund: Enterprise

Project Description:

Replace vehicle 72 due to high mileage and age.

Costs		2021-2022
		\$35,000
Total		\$35,000

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Water Extensions

Function: Utility

Project Title: Replace vehicle 714

Fund: Enterprise

Project Description:

Replace vehicle 714 due to high mileage, age, and excessive vehicle maintenance cost.

Costs		2021-2022
		\$35,000
<b>Total</b>		<b>\$35,000</b>

## DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Water Extensions

Function: Utility

Project Title: Replace equipment 705

Fund: Enterprise

**Project Description:**

Replace equipment 705 due to age and modification of use. We would like to utilize the valve maintenance machine for smaller hydro-excavation tasks as well. The current machine's debris tank is too small, and the blower does not produce enough vacuum.

Costs		2021-2022
<b>Total</b>		<b>\$90,000</b>

## 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 nineteen (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:

	2019- 2020 Actual	2020- 2021 Projected	2021-2022 Proposed
Sewer Taps Installed	132	150	140
Sewer Taps Renewed	34	40	35
Sewer Stoppages – Mains	42	36	30
Sewer Stoppages – Laterals, Town	51	30	25
Sewer Stoppages – Laterals, Customer	93	100	80
Miles Sewer Lines Cleaned	23	20	20
Miles Easement Cleared	28	20	20
Miles Inspected (CCTV)	8	5	7
Sewer Lift Stations Maintained	19	19	19

**FY 2020-2021 Accomplishments** – In addition to the typical maintenance items noted above, the Sewer Division continues to work closely with the Public Works Administration division and the Planning & Inspections department. The coordinated efforts include assistance with new main and service installations associated with new developments, design & construction of ARO Sewer Lift Station replacement, and lift station SCADA installation. The division continues with its annual easement clearing, and sewer main lining and manhole rehabilitation of aged infrastructure.

**FY 2021-2022 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 \$6.9MM in projects needed over the next 5 years. In FY 2021-2022 we plan to complete the ARO Lift Station Replacement, the West New York Avenue aerial sewer installation, and begin preliminary engineering on various projects. We also plan to install emergency backups at various lift stations and continue the ongoing Sewer System Rehabilitation and Replacement program identified as part of the Asset Management Plan funded by the AIA grant.

**SEWER EXTENSION/MAINTENANCE**

Fund: Utility

Function:

Utility

Sewer Extension/Maintenance Division Goal: To maintain and improve the sanitary sewer system infrastructure.

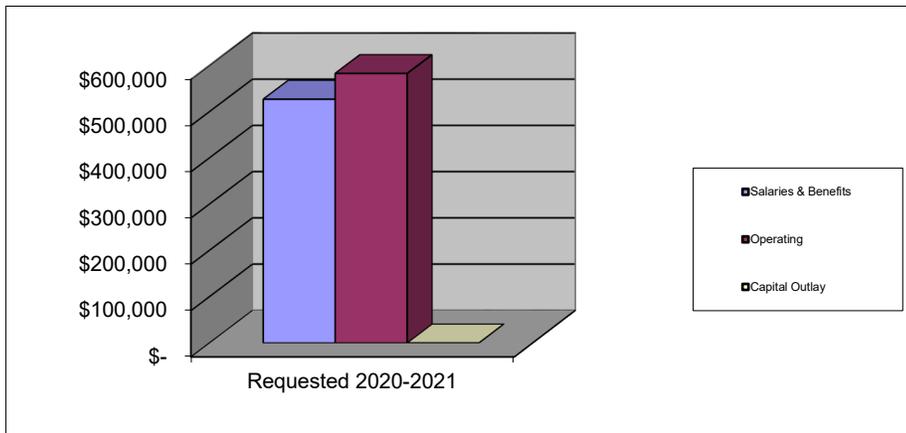
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 429,561	\$ 514,994	\$ 481,797	\$ 526,823
Operating	327,464	607,265	532,785	582,635
Capital Outlay	-	238,000	238,000	-
<b>Total</b>	<b>\$ 757,025</b>	<b>\$ 1,360,259</b>	<b>\$ 1,252,582</b>	<b>\$ 1,109,458</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Utility Revenues	\$ 757,025	\$ 1,360,259	\$ 1,252,582	\$ 1,109,458

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	8	9	9	9

**2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUEST**

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



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Sewer Extension/Maintenance	Function: Utility Fund			Fund: 60	Department: 740	
Object Code	Object Title	2020-2021 Budget as of 04/01/21	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
607400200	SALARIES & WAGES	\$ 345,991	\$ 327,847	\$ 348,140	\$ -	\$ 348,140	0.6%
607400300	OVERTIME	11,250	9,825	11,250	-	11,250	0.0%
607400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607400500	FICA EXPENSE	26,556	25,832	27,493	-	27,493	3.5%
607400600	GROUP INSURANCE EXPENSE	78,432	68,588	81,000	-	81,000	3.3%
607400700	RETIREMENT EXPENSE	35,408	33,355	40,970	-	40,970	15.7%
607400800	DEFERRED COMPENSATION	17,357	16,350	17,970	-	17,970	3.5%
	EMPLOYEE BENEFITS	514,994	481,797	526,823	-	526,823	
607401100	POSTAGE	500	500	500	-	500	0.0%
607401300	TELEPHONE	8,500	8,500	12,000	-	12,000	41.2%
607401400	TRAINING & TRAVEL	6,100	4,700	6,100	-	6,100	0.0%
607401600	EQUIPMENT MAINTENANCE	60,000	60,000	63,000	-	63,000	5.0%
607401700	AUTO REPAIR	15,000	31,000	23,000	-	23,000	53.3%
607401800	UTILITIES	80,000	51,000	55,000	-	55,000	-31.3%
607403100	AUTO OPERATING	37,500	22,500	25,000	-	25,000	-33.3%
607403300	DEPARTMENTAL SUPPLIES	149,200	127,650	154,210	-	154,210	3.4%
607404500	CONTRACTUAL SERVICES	158,825	102,825	133,325	-	133,325	-16.1%
607404510	INS-PROPERTY & GENERAL	26,730	28,500	28,590	-	28,590	7.0%
607404600	PROFESSIONAL SERVICES	33,500	61,200	47,500	-	47,500	41.8%
607404700	UTILITY CUT REPAIR	25,000	28,000	28,000	-	28,000	12.0%
607405300	DUES & SUBSCRIPTIONS	6,410	6,410	6,410	-	6,410	0.0%
	OPERATING EXPENDITURES	607,265	532,785	582,635	-	582,635	
607407402	CAPITAL-MOTOR VEHICLE	238,000	238,000	-	-	-	0.0%
607407403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	238,000	238,000	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 1,360,259</u>	<u>\$ 1,252,582</u>	<u>\$ 1,109,458</u>	<u>\$ -</u>	<u>\$ 1,109,458</u>	

Town of

Chartered 1887

*S*outhern *S*ines

## BILLING & COLLECTIONS

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

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

---

Performance Measures:

	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Water & Sewer Meters Read	120,444	122,208	122,374
Water & Sewer Bills Mailed	103,619	103,464	102,179
Meter Readings (average monthly)	10,037	10,185	10,197
Customer Service Work Orders	5,891	7,524	6,342
Customer Bills Drafted	40,335	41,964	39,710

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.

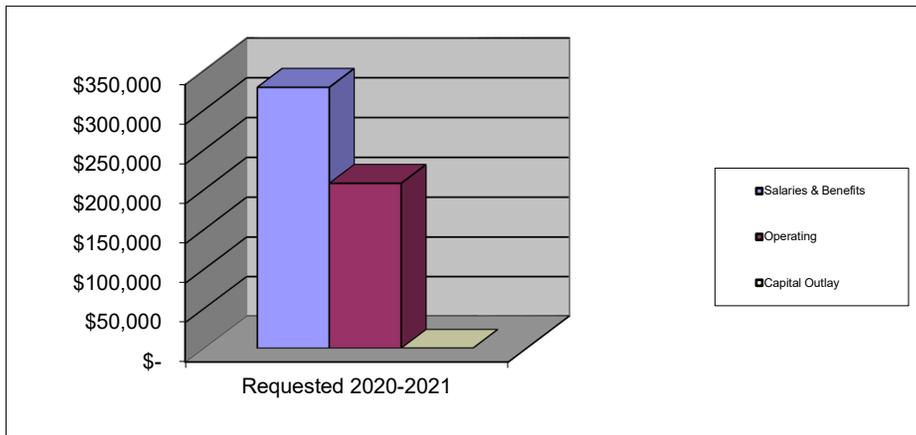
Object of Expenditures	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Salaries & Benefits	\$ 276,461	\$ 320,393	\$ 326,725	\$ 328,971
Operating	149,478	209,050	197,900	208,375
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 425,939</b>	<b>\$ 529,443</b>	<b>\$ 524,625</b>	<b>\$ 537,346</b>

Revenues by Type	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Utility Revenues	\$ 425,939	\$ 529,443	\$ 524,625	\$ 537,346

	Actual FY 2019-20	Budget FY 2020-21	Expected FY 2020-21	Requested FY 2021-22
Budgeted Employees	5.0	5.0	5.0	5.0

2021-2022 CAPITAL OUTLAY DETAIL AND NEW REQUEST

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



2021-2022 ANNUAL BUDGET  
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2021-2022	Department: Billing & Collections	Function: Finance		Fund: 60	Department: 750		
Object Code	Object Title	2020-2021 Budget as of 04/01/21	2020-2021 Expected	2021-2022 Continuation	2021-2022 New Budget Requests	2021-2022 Total Request	% Increase (Decrease)
607500200	SALARIES & WAGES	\$ 219,255	\$ 222,122	\$ 221,662	\$ -	\$ 221,662	1.1%
607500400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607500500	FICA EXPENSE	16,355	16,995	16,957	-	16,957	3.7%
607500600	GROUP INSURANCE EXPENSE	52,288	52,288	54,000	-	54,000	3.3%
607500700	RETIREMENT EXPENSE	21,806	24,215	25,269	-	25,269	15.9%
607500800	DEFERRED COMPENSATION	10,689	11,105	11,083	-	11,083	3.7%
	EMPLOYEE BENEFITS	320,393	326,725	328,971	-	328,971	
607501100	POSTAGE	46,750	44,800	48,000	-	48,000	2.7%
607501200	PRINTING	750	750	750	-	750	0.0%
607501300	TELEPHONE	300	300	350	-	350	-100.0%
607501400	TRAINING & TRAVEL	2,500	2,600	3,500	-	3,500	40.0%
607501600	EQUIPMENT MAINTENANCE	2,650	2,650	2,650	-	2,650	0.0%
607501800	UTILITIES	4,750	4,750	5,225	-	5,225	10.0%
607503300	DEPARTMENTAL SUPPLIES	24,000	20,000	24,000	-	24,000	0.0%
607504500	CONTRACTUAL SERVICES	30,000	30,000	30,000	-	30,000	0.0%
607504510	INS-PROPERTY & GENERAL	2,750	1,950	2,100	-	2,100	-23.6%
607504600	PROFESSIONAL SERVICES	31,800	31,800	33,500	-	33,500	5.3%
607504700	CARD PROCESSING FEE	22,500	18,000	18,000	-	18,000	-20.0%
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	209,050	197,900	208,375	-	208,375	
607507401	CAPITAL-SOFTWARE/COMP	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	<u>\$ 529,443</u>	<u>\$ 524,625</u>	<u>\$ 537,346</u>	<u>\$ -</u>	<u>\$ 537,346</u>	

TOWN OF SOUTHERN PINES  
 2021-2022 UTILITY FUND BUDGET  
 DEPARTMENTAL NEW AND CAPITAL REQUESTS

DEPARTMENT	REQUEST	CONTINUATION CAPITAL OR NEW REQUEST	AMOUNT	Line Item
Water Extensions	Replacement Equipment (# 705)	C	\$ 90,000	60-730-7403
	Replacement Vehicle (# 72)	C	35,000	60-730-7402
	Replacement Vehicle (# 714)	C	35,000	60-730-7402
<b>Water Extensions Department Total</b>			<b>160,000</b>	
<b>GRAND TOTAL</b>			<b><u>\$ 160,000</u></b>	

## **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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction - Garage	\$ -	\$ -	\$ -	\$ -
Construction - Community Services Facility	1,451,600	83,093	1,368,507	1,451,600
<b>Total Expenditures</b>	<b>\$ 1,451,600</b>	<b>\$ 83,093</b>	<b>\$ 1,368,507</b>	<b>\$ 1,451,600</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 1,100	\$ 228	\$ 872	\$ 1,100
Transfer In-General Fund	113,000	113,000	-	113,000
Transfer In-Capital Reserve	87,500	87,500	-	87,500
Financing Proceeds	1,250,000	1,250,000	-	1,250,000
<b>Total Revenues</b>	<b>\$ 1,451,600</b>	<b>\$ 1,450,728</b>	<b>\$ 872</b>	<b>\$ 1,451,600</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Land	\$ 1,799,962	\$ 334,576	\$ 1,465,386	\$ 1,799,962
<b>Total Expenditures</b>	<b>\$ 1,799,962</b>	<b>\$ 334,576</b>	<b>\$ 1,465,386</b>	<b>\$ 1,799,962</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 9,700	\$ 12,058	\$ (2,358)	\$ 9,700
Transfer In-General Fund	519,262	293,922	225,340	519,262
Transfer In-Fund 47	126,000	126,000	-	126,000
Transfer In-Fund 59	245,000	245,000	-	245,000
Financing Proceeds	900,000	-	900,000	900,000
<b>Total Revenues</b>	<b>\$ 1,799,962</b>	<b>\$ 676,980</b>	<b>\$ 222,982</b>	<b>\$ 1,799,962</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 15,000	\$ 18,331	\$ (3,331)	\$ 15,000
Land Exchange/Transfer In-Fund 60	57,000	57,000	-	57,000
<b>Total Revenues</b>	<b>\$ 72,000</b>	<b>\$ 75,331</b>	<b>\$ (3,331)</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
ERP Expenditures	\$ 861,185	\$ 684,729	\$ 176,456	\$ 861,185
Transfer Out-CP Library HVAC	225,000	225,000	-	225,000
<b>Total Expenditures</b>	<b>\$ 1,086,185</b>	<b>\$ 909,729</b>	<b>\$ 176,456</b>	<b>\$ 1,086,185</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 14,200	\$ 30,052	\$ (15,852)	\$ 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>\$ 1,102,037</b>	<b>\$ (15,852)</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 288,000	\$ 186,118	\$ 101,882	\$ 288,000
Total Expenditures	\$ 288,000	\$ 186,118	\$ 101,882	\$ 288,000

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ -	\$ 7,115	\$ (7,115)	\$ -
Transfer In - General Fund	288,000	288,000	-	288,000
Total Revenues	\$ 288,000	\$ 295,115	\$ (7,115)	\$ 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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 571,500	\$ 520,824	\$ 50,676	\$ 571,500
<b>Total Expenditures</b>	<b>\$ 571,500</b>	<b>\$ 520,824</b>	<b>\$ 50,676</b>	<b>\$ 571,500</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 22,500	\$ 35,534	\$ (13,034)	\$ 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>\$ 584,534</b>	<b>\$ (13,034)</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 278,000	\$ 41,674	\$ 236,326	\$ 278,000
Total Expenditures	\$ 278,000	\$ 41,674	\$ 236,326	\$ 278,000

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In - General Fund	\$ 140,000	\$ 140,000	\$ -	\$ 140,000
Transfer In - CP Patrick Road	138,000	138,000	-	138,000
Interest	-	9,191	(9,191)	-
Total Revenues	\$ 278,000	\$ 287,191	\$ (9,191)	\$ 278,000

**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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 75,000	\$ 17,772	\$ 57,228	\$ 185,000
<b>Total Expenditures</b>	<b>\$ 75,000</b>	<b>\$ 17,772</b>	<b>\$ 57,228</b>	<b>\$ 185,000</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ -	\$ 129	\$ (129)	\$ -
Transfer In-General Fund	75,000	75,000	-	185,000
<b>Total Revenues</b>	<b>\$ 75,000</b>	<b>\$ 75,129</b>	<b>\$ (129)</b>	<b>\$ 185,000</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction - Douglass Community Center -GF	\$ 102,750	\$ 84,872	\$ 17,878	\$ 102,750
Construction - Planning/Finance/Utility Billing - GF	45,967	34,418	11,549	45,967
Construction - Public Works Offices - GF	56,500	54,674	1,826	56,500
Construction - Library Building - GF	65,250	2,648	62,602	65,250
Construction - Fleet Maintenance Bldg - GF	24,350	16,692	7,658	24,350
Construction - Campbell House - GF	63,750	21,923	41,828	63,750
Construction - Planning/Finance/Utility Billing - EF	22,984	17,121	5,863	22,984
Construction - Public Works Offices - EF	56,500	54,674	1,826	56,500
Construction - Fleet Maintenance Bldg - EF	24,350	15,893	8,457	24,350
Construction - Water Treatment Facility - EF	198,500	-	198,500	198,500
Construction - Other Building - GF	58,000	9,712	48,288	58,000
<b>Total Expenditures</b>	<b>\$ 718,901</b>	<b>\$ 312,627</b>	<b>\$ 406,274</b>	<b>\$ 718,901</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In-General Fund	\$ 416,567	\$ 416,567	\$ -	\$ 416,567
Transfer In-Enterprise Fund	302,334	302,334	-	302,334
Interest	-	10,665	(10,665)	-
<b>Total Revenues</b>	<b>\$ 718,901</b>	<b>\$ 729,566</b>	<b>\$ (10,665)</b>	<b>\$ 718,901</b>

**RESERVOIR DAM IMPROVEMENTS**  
**Fund 53**

The Reservoir Dam Improvement Fund was established for the purpose of funding and tracking of various projects to rehabilitate and upgrade the Dam facilities at Reservoir Park. Funding for the project was initiated from the General Fund in fiscal year 2021-2022.

Expenditures by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Design & Construction	\$ -	\$ -	\$ -	\$ 75,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In - General Fund	\$ -	\$ -	\$ -	\$ 75,000
Interest	-	-	-	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 657,500	\$ 645,791	\$ 11,709	\$ 657,500
<b>Total Expenditures</b>	<b>\$ 657,500</b>	<b>\$ 645,791</b>	<b>\$ 11,709</b>	<b>\$ 657,500</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In - General Fund	\$ 657,500	\$ 657,500	\$ -	\$ 657,500
Interest	-	11,143	(11,143)	-
<b>Total Revenues</b>	<b>\$ 657,500</b>	<b>\$ 668,643</b>	<b>\$ (11,143)</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 857,877	\$ 718,002	\$ 139,875	\$ 1,057,877
<b>Total Expenditures</b>	<b>\$ 857,877</b>	<b>\$ 718,002</b>	<b>\$ 139,875</b>	<b>\$ 1,057,877</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In - CP Sidewalks	\$ 46,727	\$ 46,727	\$ -	\$ 46,727
Transfer In - General Fund	811,150	811,150	-	1,011,150
Interest	-	10,786	(10,786)	-
<b>Total Revenues</b>	<b>\$ 857,877</b>	<b>\$ 868,663</b>	<b>\$ (10,786)</b>	<b>\$ 1,057,877</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 357,500	\$ 349,430	\$ 8,070	\$ 449,500
<b>Total Expenditures</b>	<b>\$ 357,500</b>	<b>\$ 349,430</b>	<b>\$ 8,070</b>	<b>\$ 449,500</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In - General Fund	\$ 357,500	\$ 357,500	\$ -	\$ 449,500
Interest	-	3,992	(3,992)	-
<b>Total Revenues</b>	<b>\$ 357,500</b>	<b>\$ 361,492</b>	<b>\$ (3,992)</b>	<b>\$ 449,500</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer to Capital Project Funds	\$ 188,091	\$ -	\$ 188,091	\$ 188,091
Transfer Out - Open Space	245,000	245,000	\$ -	245,000
Transfer Out - CP Bld Renovation	87,500	87,500	\$ -	87,500
<b>Total Expenditures</b>	<b>\$ 520,591</b>	<b>\$ 332,500</b>	<b>\$ 188,091</b>	<b>\$ 520,591</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 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 Tactical	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	-	8,231	(8,231)	-
<b>Total Revenues</b>	<b>\$ 520,591</b>	<b>\$ 528,822</b>	<b>\$ (8,231)</b>	<b>\$ 520,591</b>

**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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 1,338,151	\$ 638,907	\$ 699,244	\$ 1,513,200
<b>Total Expenditures</b>	<b>\$ 1,338,151</b>	<b>\$ 638,907</b>	<b>\$ 699,244</b>	<b>\$ 1,513,200</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In-Utility Fund	\$ 263,750	\$ 263,750	\$ -	\$ 263,750
Transfer In-System Development Fees	227,851	227,851	-	402,900
Transfer In-Sewer Impact Fees	846,550	846,550	-	846,550
Interest	-	22,856	(22,856)	-
<b>Total Revenues</b>	<b>\$ 1,338,151</b>	<b>\$ 1,361,007</b>	<b>\$ (22,856)</b>	<b>\$ 1,513,200</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 10,000	\$ 33,113	\$ (23,113)	\$ 10,000
Transfer In-Utility Fund	750,000	750,000	-	750,000
<b>Total Revenues</b>	<b>\$ 760,000</b>	<b>\$ 783,113</b>	<b>\$ (23,113)</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 750,000	\$ 171,843	\$ 578,157	\$ 1,258,590
<b>Total Expenditures</b>	<b>\$ 750,000</b>	<b>\$ 171,843</b>	<b>\$ 578,157</b>	<b>\$ 1,258,590</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ -	\$ 1,292	\$ (1,292)	\$ -
Transfer In - System Development Fees	-	-	-	46,590
Transfer In-Utility Fund	750,000	750,000	-	1,212,000
<b>Total Revenues</b>	<b>\$ 750,000</b>	<b>\$ 751,292</b>	<b>\$ (1,292)</b>	<b>\$ 1,258,590</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 2,872,500	\$ 372,400	\$ 2,500,100	\$ 3,288,466
<b>Total Expenditures</b>	<b>\$ 2,872,500</b>	<b>\$ 372,400</b>	<b>\$ 2,500,100</b>	<b>\$ 3,288,466</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 21,600	\$ 36,600	\$ (15,000)	\$ 21,600
Transfer In-CP Water Distribution	1,212,000	1,212,000	-	1,212,000
Transfer In- System Development Fees	-	-	-	165,966
Transfer In-Utility Fund	1,638,900	1,638,900	-	1,888,900
<b>Total Revenues</b>	<b>\$ 2,872,500</b>	<b>\$ 2,887,500</b>	<b>\$ (15,000)</b>	<b>\$ 3,288,466</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 1,843,504	\$ 1,594,390	\$ 249,114	\$ 2,028,504
Transfer Out-CP Morganton Rd Bridge Water	43,176	43,176	-	43,176
Transfer Out-CP Water Plant Modernization	1,212,000	1,212,000	-	1,212,000
Transfer Out-CP E. Morganton Rd Wtrline	140,000	40,000	100,000	140,000
		\$ -		
<b>Total Expenditures</b>	<b>\$ 3,238,680</b>	<b>\$ 2,889,566</b>	<b>\$ 349,114</b>	<b>\$ 3,423,680</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 5,000	\$ 96,827	\$ (91,827)	\$ 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	36,000	-	36,000
Transfer In-Utility Fund	1,700,000	1,700,000	-	1,885,000
Transfer In- Water Impact Fees	34,638	34,638	-	34,638
<b>Total Revenues</b>	<b>\$ 3,238,680</b>	<b>\$ 3,330,507</b>	<b>\$ (91,827)</b>	<b>\$ 3,423,680</b>

**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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 3,041,224	\$ 2,016,395	\$ 1,024,829	\$ 3,041,224
Transfer Out-CP Morganton Rd Bridge	14,392	14,392	-	14,392
<b>Total Expenditures</b>	<b>\$ 3,055,616</b>	<b>\$ 2,030,787</b>	<b>\$ 1,024,829</b>	<b>\$ 3,055,616</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 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	418,790	418,790	-	418,790
Transfer In-Utility Fund	1,981,250	1,981,250	-	1,981,250
<b>Total Revenues</b>	<b>\$ 3,055,616</b>	<b>\$ 3,067,756</b>	<b>\$ (12,140)</b>	<b>\$ 3,055,616</b>

**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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 658,268	\$ 232,742	\$ 425,526	\$ 658,268
Transfer Out - CP Water Distribution	36,000	36,000	-	36,000
Total Expenditures	\$ 694,268	\$ 268,742	\$ 425,526	\$ 694,268

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer In-Water Impact Fees	\$ 378,340	\$ 378,340	\$ -	\$ 378,340
Transfer In-Water System Dev Fees	175,928	175,928	-	175,928
Transfer In-W/S Improvement	140,000	40,000	100,000	140,000
Interest	-	7,834	(7,834)	-
Total Revenues	\$ 694,268	\$ 602,102	\$ 92,166	\$ 694,268

**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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Construction	\$ 530,000	\$ 238,389	\$ 291,611	\$ 530,000
<b>Total Expenditures</b>	<b>\$ 530,000</b>	<b>\$ 238,389</b>	<b>\$ 291,611</b>	<b>\$ 530,000</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ -	\$ 919	\$ (919)	\$ -
Transfer In-Utility Fund	530,000	530,000	-	530,000
<b>Total Revenues</b>	<b>\$ 530,000</b>	<b>\$ 530,919</b>	<b>\$ (919)</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Design & Construction	\$ 1,957,800	\$ 20,917	\$ 1,936,883	\$ 2,383,274
<b>Total Expenditures</b>	<b>\$ 1,957,800</b>	<b>\$ 20,917</b>	<b>\$ 1,936,883</b>	<b>\$ 2,383,274</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ -	\$ 5,135	\$ (5,135)	\$ -
Transfer In-Water System Dev Fees	118,483	118,483	-	404,757
Transfer In-Utility Fund	-	-	-	139,200
Transfer In-Impact Fees	1,839,317	1,839,317	-	1,839,317
<b>Total Revenues</b>	<b>\$ 1,957,800</b>	<b>\$ 1,962,935</b>	<b>\$ (5,135)</b>	<b>\$ 2,383,274</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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ -	\$ 431	\$ (431)	\$ -
Transfer In-Impact Fees	160,438	160,438	-	160,438
<b>Total Revenues</b>	<b>\$ 160,438</b>	<b>\$ 160,869</b>	<b>\$ (431)</b>	<b>\$ 160,438</b>

Town of

Chartered 1887

Southern Pines

## **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 System Development Fees - Established to account for fees to be utilized in the manner described in the Water Capital Reserve Fund Resolution.

Sewer System Development Fees – Established to account for fees to be utilized in the manner described in the Sewer Capital Reserve Fund Resolution.

**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 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Reserved for Future Expense	\$ 84,500	\$ -	\$ 84,500	\$ 94,500
<b>Total Expenditures</b>	<b>\$ 84,500</b>	<b>\$ -</b>	<b>\$ 84,500</b>	<b>\$ 94,500</b>

Revenues by Type	FY 2019-2020 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Interest	\$ 14,500	\$ 14,384	\$ 116	\$ 14,500
Sale of Plots	70,000	74,290	(4,290)	80,000
<b>Total Revenues</b>	<b>\$ 84,500</b>	<b>\$ 88,674</b>	<b>\$ (4,174)</b>	<b>\$ 94,500</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. The fund was established with a project ordinance in fiscal year 2018-2019 and was funded from the Water Capital Project Funds.

Expenditures by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Available for Future Capital Improv - Water	\$ 207,820	\$ -	\$ 207,820	\$ 379,375
Transfer to Penn/Pee Dee Road	118,483	118,483	-	404,757
Transfer to Water Treatment Modernization	-	-	-	165,966
Transfer to East Morganton Road	175,928	175,928	-	175,928
Total Expenditures	\$ 502,231	\$ 294,411	\$ 207,820	\$ 1,126,026

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
System Development Fees - Water	\$ 502,231	\$ 741,033	\$ (238,802)	\$ 1,126,026
Interest	-	4,217	(4,217)	-
Total Revenues	\$ 502,231	\$ 745,250	\$ (243,019)	\$ 1,126,026

**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. The fund was established with a project ordinance in fiscal year 2018-2019 and was funded from the Sewer Capital Project Funds.

Expenditures by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
Transfer to Capital Improvements - Sewer	\$ 160,841	\$ -	\$ 160,841	\$ 203,132
Transfer to Sanitary Sewer	-	-	-	46,590
Transfer to Warrior Woods	227,851	227,851	-	402,900
<b>Total Expenditures</b>	<b>\$ 388,692</b>	<b>\$ 227,851</b>	<b>\$ 160,841</b>	<b>\$ 652,622</b>

Revenues by Type	FY 2020-2021 Project Authorization	Transactions Through March 2021	Balance FY 2020-2021	FY 2021-2022 Project Authorization
System Development Fees - Sewer	\$ 388,692	\$ 443,262	\$ (54,570)	\$ 652,622
Interest	-	3,229	(3,229)	-
<b>Total Revenues</b>	<b>\$ 388,692</b>	<b>\$ 446,491</b>	<b>\$ (57,799)</b>	<b>\$ 652,622</b>

## DEBT SERVICE

The Town does not have any outstanding general obligation bonds as of 06/30/21 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 statutes 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, 2020 is shown in the following table.

Assessed Valuations		\$ 2,718,552,546
Debt Limit 8% of assessed valuations		\$ 217,484,204
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	7,413,456	
Total	7,413,456	
Less deduction allowed by G.S. 159.55(a)(2) and G.S. 159.55(b)-Utility debt	-	
Net Debt	7,413,456	
<b>LEGAL DEBT MARGIN</b>		<b>\$ 210,070,748</b>

The Town has installment financing outstanding debt principal totaling \$8,284,742 as of 06/30/21. The outstanding amount represents the financing of the Police facility in 2008, the financing of the Automatic Meter Reading project in 2013, the financing of the Public Works Annex Campus remodel in 2021, the refinancing of the Fire Sub-Station installment financing in 2021 and the financing of the Pierce Fire Pumper Vehicle in 2020.

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 2021-22	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Installment Financing

Pierce Fire Pumper Truck due semi-annually to 2025; interest at 1.91%

FY 2021-2022	\$ 127,506	\$ 9,420	\$ 136,926
FY 2022-2023	129,953	6,973	136,926
FY 2023-2024	132,447	4,479	136,926
FY 2024-2025	134,989	1,937	136,926
Total	<u>\$ 524,895</u>	<u>\$ 22,809</u>	<u>\$ 547,704</u>

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

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>\$ 1,083,333</u>	<u>\$ 60,613</u>	<u>\$ 1,143,946</u>

Fire Sub-Station, reissued 2021, due semi-annually to 2033; interest at 2.06%

FY 2021-2022	\$ 348,543	\$ 84,365	\$ 432,908
FY 2022-2023	348,543	77,185	425,728
FY 2023-2024	348,543	70,005	418,548
FY 2024-2033	3,136,890	306,945	3,443,835
Total	<u>\$ 4,182,519</u>	<u>\$ 538,500</u>	<u>\$ 4,721,019</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 2021-2022	\$ 170,413	\$ 5,579	\$ 175,992
FY 2022-2023	173,581	2,412	175,993
Total	<u>\$ 343,994</u>	<u>\$ 7,991</u>	<u>\$ 351,985</u>
Public Works Annex Campus Remodel to 2036; interest at 1.91%			
FY 2021-2022	\$ 83,333	\$ 23,477	\$ 106,810
FY 2022-2023	83,333	21,885	105,218
FY 2023-2024	83,334	20,294	103,628
FY 2024-2036	1,000,000	119,375	1,119,375
Total	<u>\$ 1,250,000</u>	<u>\$ 185,031</u>	<u>\$ 1,435,031</u>
Whitehall Land, issued 2021, due semi-annually to 2024; interest at 1.91%			
FY 2021-2022	\$ 300,000	\$ 15,758	\$ 315,758
FY 2022-2023	300,000	10,028	310,028
FY 2023-2024	300,000	4,297	304,297
Total	<u>\$ 900,000</u>	<u>\$ 30,083</u>	<u>\$ 930,083</u>

Town of

Chartered 1887

Southern Pines

# FY 2021-22 Vehicle Replacements

## GENERAL FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
General	Streets & Right Of Way	560	521	2010	John Deere Boom Mower
General	Building & Grounds	640	42	1999	Ford Van
General	Building & Grounds	640	984	2004	Freightliner Bucket Truck
General	Parks & Recreation	620	942	2013	Hustler Super 104 Mower
General	Parks & Recreation	620	913	2000	John Deere Field Groomer
General	Police	511	893	2011	Ford Crown Vic
General	Police	511	8603	2013	Chevrolet Caprice
General	Investigations	515	8903	2014	Chevrolet Tahoe
General	Fire Dept	530	818	2002	F-450 Brush Truck
General	Fire Dept	530	Squad 81	2012	Chevrolet Suburban

## ENTERPRISE FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
Enterprise	Water Extensions	730	72	2011	Ford Ranger
Enterprise	Water Extensions	730	714	2012	Chevrolet Colorado
Enterprise	Water Extensions	730	705	2009	Hurco Valve & Vac Machine
Enterprise					

## FY 2022-23 & FY 2023-24 Potential Replacements

### GENERAL FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
General	Streets & Right-of-Way	560	610	2007	Hudson Trailer
General	Streets & Right-of-Way	560	938	2012	Hustler Mower
General	Streets & Right-of-Way	560	618	2014	Freightliner Sweeper
General	Building & Grounds	640	919	1985	Hardee Trailer
General	Parks & Recreation	620	927	2007	John Deere Reel Mower
General	Parks & Recreation	620	937	2009	John Deere Reel Mower
General	Police	511	879	2008	Dodge Durango
General	Police	511	895	2013	Ford Explorer
General	Investigation	515	8503	2013	Chevrolet Tahoe
General	Investigation	515	8913	2014	Chevrolet Tahoe
General	Investigation	515	8915	2015	Chevrolet Tahoe
General	Fire Dept	530	L81	2006	Pierce Ladder Truck

### ENTERPRISE FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
Enterprise	Water Extensions	730	70	2001	Ford Ranger Pickup
Enterprise	Water Extensions	730	705	2009	Hurco Valve Machine
Enterprise	Water Extensions	730	713	2012	Chevrolet 1500 Pickup
Enterprise	Sewer Extensions	740	508	2006	Harben Jet Trailer
Enterprise	Sewer Extensions	740	510	2007	Haulmark Camera Trailer
Enterprise	Sewer Extensions	740	518	2009	Pioneer Sewer Pump
Enterprise	Sewer Extensions	740	52	2012	Freightliner Vacall Jet Truck

# Complete Fleet List

## GENERAL FUND

Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
General	Police - Patrol	511	899	2004	Yamaha EZGO Golf Cart
General	Police - Patrol	511	888	2007	Allmand Light Tower Trailer
General	Police - Patrol	511	879	2008	Dodge Durango
General	Police - Patrol	511	893	2011	Ford Crown Victoria
General	Police - Patrol	511	896	2011	Ford Crown Victoria
General	Police - Patrol	511	8503	2013	Chevrolet Tahoe
General	Police - Patrol	511	8603	2013	Chevrolet Caprice
General	Police - Patrol	511	898	2013	Ford Taurus
General	Police - Patrol	511	8504	2014	Dodge Charger
General	Police - Patrol	511	8604	2014	Ford Van
General	Police - Patrol	511	8614	2014	Chevrolet Caprice
General	Police - Patrol	511	8626	2014	Chevrolet Caprice
General	Police - Patrol	511	8636	2014	Chevrolet Caprice
General	Police - Patrol	511	8645	2014	Chevrolet Caprice
General	Police - Patrol	511	8646	2014	Chevrolet Caprice
General	Police - Patrol	511	8655	2014	Chevrolet Caprice
General	Police - Patrol	511	8656	2014	Chevrolet Caprice
General	Police - Patrol	511	8666	2014	Chevrolet Caprice
General	Police - Patrol	511	8605	2015	Chevrolet Tahoe
General	Police - Patrol	511	8615	2015	Chevrolet Tahoe
General	Police - Patrol	511	8625	2015	Chevrolet Tahoe
General	Police - Patrol	511	8635	2015	Chevrolet Tahoe
General	Police - Patrol	511	8606	2016	Chevrolet Tahoe
General	Police - Patrol	511	8616	2016	Chevrolet Tahoe
General	Police - Patrol	511	8607	2017	Ford Explorer
General	Police - Patrol	511	8617	2017	Ford Explorer
General	Police - Patrol	511	8627	2017	Ford Explorer
General	Police - Patrol	511	8637	2017	Ford Explorer
General	Police - Patrol	511	8647	2017	Ford Explorer
General	Police - Patrol	511	8657	2017	Ford Taurus
General	Police - Patrol	511	8667	2017	Ford Taurus
General	Police - Patrol	511	8668	2017	Ford Taurus
General	Police - Patrol	511	8608	2018	Ford Taurus
General	Police - Patrol	511	8618	2018	Ford Explorer
General	Police - Patrol	511	8669	2018	Ford Taurus
General	Police - Patrol	511	8609	2019	Ford Taurus
General	Police - Patrol	511	8619	2019	Ford Taurus
General	Police - Patrol	511	8509	2020	Ford Explorer
General	Police Patrol	511	8610	2021	Ford Explorer
General	Police Patrol	511	8611	2021	Ford Explorer
General	Police - Investigations	515	8902	2000	Ford Excursion
General	Police - Investigations	515	8906	2000	Ford Van

General	Police - Investigations	515	895	2013	Ford Explorer
General	Police - Investigations	515	8903	2014	Chevrolet Tahoe
General	Police - Investigations	515	8913	2014	Chevrolet Tahoe
General	Police - Investigations	515	8925	2014	Chevrolet Caprice
General	Police - Investigations	515	8905	2015	Chevrolet Tahoe
General	Police - Investigations	515	8915	2015	Chevrolet Tahoe
General	Police - Investigations	515	8907	2018	Toyota Camry
General	Police - Investigations	515	8908	2018	Toyota Camry
General	Fire	530	811	1998	KME Engine
General	Fire	530	837	1998	Pace Utility Trailer
General	Fire	530	818	2002	Ford F-450 Brush
General	Fire	530	813	2005	HME Engine
General	Fire	530	81	2006	Pierce Ladder Truck
General	Fire	530	812	2006	Pierce Engine
General	Fire	530	830	2007	Covenant Enclosed Trailer
General	Fire	530	831	2008	Chevrolet 1500 Pickup
General	Fire	530	833	2009	Chevrolet Traverse
General	Fire	530	816	2011	Kenworth Tanker
General	Fire	530	834	2011	Transport Training Trailer
General	Fire	530	829	2012	Chevrolet Suburban
General	Fire	530	810	2013	Chevrolet Tahoe
General	Fire	530	835	2013	Chevrolet 2500 Pickup
General	Fire	530	8201	2014	Chevrolet Tahoe
General	Fire	530	836	2014	D&E Utility Trailer
General	Fire	530	945	2015	Hustler Z Mower
General	Fire	530	819	2016	Pierce Rescue Truck
General	Fire	530	8202	2019	Chevrolet 1500 Pickup
General	Fire	530	8203	2019	Chevrolet Tahoe
General	Fire	530	822	2019	Pierce Fire truck
General	Fire	530	8204	2020	Chevrolet 1500 Pickup
General	Planning	540	833	2009	Chevrolet Traverse
General	Planning	540	15	2017	Dodge Journey
General	Inspections	545	17	2014	Toyota Tacoma
General	Inspections	545	18	2014	Toyota Tacoma
General	Inspections	545	19	2018	Toyota Tacoma
General	Streets & Right-of-Way	560	615	1998	Hudson Trailer
General	Streets & Right-of-Way	560	626	2004	Husqvarna Targetpac 4
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	Streets & Right-of-Way	560	66	2009	Chevrolet 2500 Pickup
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	616	2012	Case 580 Backhoe
General	Streets & Right-of-Way	560	617	2012	Marathon Tar Trailer
General	Streets & Right-of-Way	560	618	2014	Freightliner Street Sweeper
General	Streets & Right-of-Way	560	620	2014	Carry OnTrailer
General	Streets & Right-of-Way	560	619	2015	Ford F-450 Flatbed

General	Streets & Right-of-Way	560	621	2016	KMT Asphalt Trailer
General	Streets & Right-of-Way	560	622	2016	Case Backhoe
General	Streets & Right-of-Way	560	623	2017	Dultmeir Salt Sprayer
General	Streets & Right-of-Way	560	624	2017	Dultmeir Salt Sprayer
General	Streets & Right-of-Way	560	625	2017	Sealmaster TR125D
General	Streets & Right-of-Way	560	627	2018	Towmaster Trailer
General	Streets & Right-of-Way	560	602	2019	Ventrac 4500Y
General	Streets & Right-of-Way	560	603	2019	John Deere 5065E
General	Streets & Right-of-Way	560	628	2019	Hustler Super Z 60
General	Streets & Right-of-Way	560	629	2019	Hustler Super Z 60
General	Streets & Right-of-Way	560	62	2020	Chevrolet 1500 Pickup
General	Streets & Right-of-Way	560	63	2020	Chevrolet 1500 Pickup
General	Streets & Right-of-Way	560	715	2000	Wacker RollerPacker
General	Streets & Right-of-Way	560	67	2009	Chevrolet 1500 Pickup
General	Streets & Right-of-Way	560	712	2010	Sullair Air Compressor
General	Streets & Right-of-Way	560	935	2011	Texas Tandem Trailer
General	Streets & Right-of-Way	560	941	2013	Hustler Z Mower
General	Streets & Right-of-Way	560	943	2013	Texas Trailer
General	Streets & Right-of-Way	560	68	2016	Chevrolet 1500 Pickup
General	Streets & Right-of-Way	560	947	2017	John Deere Tractor
General	Streets & Right-of-Way	560	989	2018	Chevrolet 2500 Pickup
General	Streets & Right-of-Way	560	990	2018	Chevrolet 2500 Pickup
General	Streets & Right-of-Way	560	992	2018	Kaufman Dump Trailer
General	Public Works Administration	565	13	2008	Ford F-250 Pickup
General	Public Works Administration	565	12	2019	Toyota Tacoma Pickup
General	Fleet Maintenance	580	7	2001	Ford F-150 Pickup
General	Fleet Maintenance	580	8101	2006	Chevrolet Tahoe
General	Fleet Maintenance	580	859	2006	Ford Explorer
General	Fleet Maintenance	580	30	2010	Yamaha YDRE3
General	Recreation & Parks	620	920	1988	Custom 7X10 Trailer
General	Recreation & Parks	620	913	2000	John Deere Field Groom
General	Recreation & Parks	620	922	2000	Beaver 7X15 Trailer
General	Recreation & Parks	620	927	2007	John Deere Reel Mower
General	Recreation & Parks	620	931	2008	John Deere Gator
General	Recreation & Parks	620	937	2009	John Deere Reel Mower
General	Recreation & Parks	620	936	2011	Texas Tandem Trailer
General	Recreation & Parks	620	942	2013	Hustler Super 104
General	Recreation & Parks	620	44	2015	Ford Elkhart Coach
General	Recreation & Parks	620	45	2016	Ford Elkhart Coach
General	Recreation & Parks	620	946	2016	John Deere Field Grommer
General	Recreation & Parks	620	46	2017	Ford Elkhart Coach
General	Recreation & Parks	620	47	2017	Dodge Journey
General	Recreation & Parks	620	48	2018	Dodge Journey
General	Recreation & Parks	620	38	2019	John Deere 3038E
General	Recreation & Parks	620	39	2019	John Deere 2930M
General	Recreation & Parks	620	49	2019	Southern Sales DT6-10-10
General	Recreation & Parks	620	95	2005	Ford F-150 Pickup
General	Recreation & Parks	620	986	2014	Ford F-150 Pickup
General	Recreation & Parks	620	987	2015	Chevrolet 2500 Pickup

General	Recreation & Parks	620	954	2017	Hustler Z Mower
General	Recreation & Parks	620	957	2018	Hustler Z Mower
General	Buildings & Grounds	640	919	1985	Hardee 6X10 Trailer
General	Buildings & Grounds	640	903	1997	Morbark Chipper
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	Buildings & Grounds	640	984	2004	Freightliner Bucket Truck
General	Buildings & Grounds	640	915	2005	TY Crop Delivery Trailer
General	Buildings & Grounds	640	924	2006	Hyster Forklift
General	Buildings & Grounds	640	929	2008	Skyjack Scissor Lift
General	Buildings & Grounds	640	939	2008	John Deere Gator 6X4
General	Buildings & Grounds	640	43	2009	Ford Van
General	Buildings & Grounds	640	932	2009	Kubota M59 Tractor
General	Buildings & Grounds	640	982	2010	Ford Transit Van
General	Buildings & Grounds	640	983	2013	Chevrolet 2500 Pickup
General	Buildings & Grounds	640	985	2014	Ford F-150 Pickup
General	Buildings & Grounds	640	988	2018	Chevrolet 2500 Pickup
General	Buildings & Grounds	640	991	2018	Kaufman Dump Truck

ENTERPRISE FUND					
Fund	Department Name	Department Code	TOSP Equipment/ Vehicle Number	Equipment/ Vehicle Model Year	Description
Enterprise	Water Extensions	730	70	2001	Ford Ranger Pickup
Enterprise	Water Extensions	730	700	2006	Caterpillar 420E Backhoe
Enterprise	Water Extensions	730	705	2009	Hurco Valve Machine
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	Water Extensions	730	706	2014	Caterpillar 259D Loader
Enterprise	Water Extensions	730	528	2017	Wacker RollerPacker
Enterprise	Water Extensions	730		2017	Kut Kwick Slope Mower
Enterprise	Water Extensions	730	718	2019	Toyota Tacoma Pickup
Enterprise	Water Extensions	730	719	2019	Kaufman FDDT-7K-22D
Enterprise	Water Extensions	730	720	2019	Catarpillar 305.5E
Enterprise	Water Extensions	730	74	2019	Ford F-450 Pickup
Enterprise	Water Extensions	730	73	2019	Ford F-450 Pickup
Enterprise	Water Extensions	730	702	2020	Atlas Air Compressor
Enterprise	Sewer Extensions	740	525	1980	Onan Generator
Enterprise	Sewer Extensions	740	524	1980	Onan Generator
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	Sewer Extensions	740	52	2012	Freightliner Vacall Jet
Enterprise	Sewer Extensions	740	522	2013	Caterpillar 420F Backhoe

Enterprise	Sewer Extensions	740	55	2014	Ford F-450 Pickup
Enterprise	Sewer Extensions	740	526	2015	Hustler Z Mower
Enterprise	Sewer Extensions	740	527	2016	Byer Shoring Trailer
Enterprise	Sewer Extensions	740	53	2016	Chevrolet 1500 Pickup
Enterprise	Sewer Extensions	740	57	2016	Ford F-450 Pickup
Enterprise	Sewer Extensions	740	5528	2017	Wacker Trench Roll
Enterprise	Sewer Extensions	740	50	2020	Chevrolet 1500 Pickup
Enterprise	Sewer Extensions	740	54	2020	Western Star 4700SF

Town of

Chartered 1887

Southern Pines

## 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

Chartered 1887

Southern Pines