

**TOWN OF BOILING SPRINGS**  
**FISCAL YEAR 2012 – 2013 BUDGET**



## Annual Budget Ordinance FY 2012-2013

### BE IT ORDAINED BY THE MAYOR AND BOARD OF COMMISSIONERS

**Section 1.** The following amounts are hereby appropriated in the General Fund for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2012 and ending June 30, 2013 in accordance with the chart of accounts heretofore established for this municipality:

|        |                 |             |
|--------|-----------------|-------------|
| 1-4120 | Administration  | \$ 401,702  |
| 1-4310 | Police          | \$ 545,279  |
| 1-4340 | Fire Protection | \$ 81,300   |
| 1-4500 | Street Lighting | \$ 43,800   |
| 1-4510 | Powell Bill     | \$ 267,000  |
| 1-4710 | Solid Waste     | \$ 274,094  |
| 1-6120 | Recreation      | \$ 169,793  |
|        | Total           | \$1,782,968 |

**Section 2.** It is estimated that the following revenue will be available in the General Fund for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

|                                   |             |
|-----------------------------------|-------------|
| Property Taxes                    | \$ 777,323  |
| State Collected Taxes             | \$ 465,100  |
| Grants                            | \$ 76,140   |
| Local Fees and Revenues           | \$ 201,182  |
| Powell Bill Allocation            | \$ 127,717  |
| Powell Bill Reserve Appropriation | \$ 135,000  |
| Total                             | \$1,782,968 |

**Section 3.** The following amounts are hereby appropriated in the Water and Sewer Fund for the operation and administration of the Town-owned water and sewer systems for the fiscal year beginning July 1, 2012 and ending June 30, 2013 in accordance with the chart of accounts heretofore established for this municipality:

|        |                  |             |
|--------|------------------|-------------|
| 6-7110 | Administration   | \$ 190,405  |
| 6-7130 | Water Operations | \$ 626,895  |
| 6-7140 | Sewer Operations | \$ 580,705  |
| 6-7150 | Lattimore Sewer  | \$31,986    |
|        | Total            | \$1,429,991 |

**Section 4.** It is estimated that the following revenue will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

|                       |             |
|-----------------------|-------------|
| Customer Charges      | \$1,335,200 |
| Other Revenues        | \$56,300    |
| Reserve Appropriation | \$38,491    |
| Total                 | \$1,429,991 |

**Section 5.** There is hereby levied a tax at the rate of twenty-nine cents (\$0.29) per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2012 for the purpose of raising the revenue listed as “Current Year’s Property Tax” in the General Fund in Section 2 of this ordinance. This tax rate is based on an estimated total valuation of property, for the purpose of taxation of \$ 271,000,000 and an estimated collection rate of 97% by June 30, 2013. The estimated rate of collection is based on collection rates at June 30, for the five (5) previous fiscal years.

**Section 6.** The Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- A. He/she may transfer amounts between line items within a department without limitation with a report being required at the next regular meeting of the Board of Commissioners.
- B. He/she may transfer amounts up to \$1,000 between departments of the same fund with an official report on any such transfers at the next regular meeting of the Board of Commissioners.

C. He/she may not transfer any amounts between funds nor from any contingency appropriation within any fund.

**Section 7.** Copies of this budget ordinance shall be furnished to the Clerk to the Board, the Budget Officer and Finance Officer for direction in the carrying out of their duties.

**Adopted this the 5<sup>th</sup> day of June 2012.**

*Kim Greene*<sup>\*</sup>  
Kim Greene      Clerk

*Max Hamrick*<sup>\*</sup>  
M ax J. Hamrick      Mayor

\*Signatures on file in Town Clerk's Office

## Projected Revenues

| Description                         | FY 10-11 Actual       | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed  | % Change    |
|-------------------------------------|-----------------------|---------------------------|-----------------------------|--------------------|-------------|
| Property Taxes - Prior Years        | \$ 17,996.00          | \$ 14,000                 | \$ 16,700                   | \$ 15,000          | 7.1%        |
| Property Taxes - Penalties/Interest | \$ 3,926.00           | \$ 2,400                  | \$ 3,500                    | \$ 2,400           | 0.0%        |
| Property Tax Discounts              | \$ (2,117.00)         | \$ (2,000)                | \$ (2,200)                  | \$ (2,400)         | 20.0%       |
| Property Taxes – Current Year       | \$ 767,924.00         | \$ 753,040                | \$ 760,020                  | \$ 762,323         | 1.2%        |
| Court Costs, Fee and Charges        | \$ 6,957.00           | \$ 5,000                  | \$ 3,400                    | \$ 4,000           | -20.0%      |
| Privilege Licenses                  | \$ 2,299.00           | \$ 2,000                  | \$ 2,000                    | \$ 2,000           | 0.0%        |
| Library Donations                   | \$ 10,000.00          | \$ 10,000                 | \$ 10,000                   | \$ 10,000          | 0.0%        |
| Powell Bill Allocation              | \$ 118,014.00         | \$ 123,717                | \$ 127,765                  | \$ 126,823         | 2.5%        |
| Solid Waste Disposal Tax            | \$ 2,881.00           | \$ 2,800                  | \$ 2,900                    | \$ 3,000           | 7.1%        |
| Utilities Franchise Tax             | \$ 191,777.00         | \$ 179,300                | \$ 183,100                  | \$ 186,400         | 4.0%        |
| Local Option Sales and Use Taxes    | \$ 278,081.00         | \$ 270,300                | \$ 288,600                  | \$ 275,700         | 2.0%        |
| Investment Income - General Fund    | \$ 20,103.00          | \$ 10,000                 | \$ 9,500                    | \$ 9,000           | -10.0%      |
| Investment Income - Powell Bill     | \$ 7,958.00           | \$ 4,000                  | \$ 4,000                    | \$ 3,000           | -25.0%      |
| Investment Income - Library         | \$ 9.00               | \$ -                      |                             |                    |             |
| Cleveland County Recreation Grant   | \$ 66,141.00          | \$ 67,369                 | \$ 66,700                   | \$ 66,140          | -1.8%       |
| Profit/Loss on Sale of Fixed Assets | \$ -                  | \$ -                      | \$ 4,700                    |                    |             |
| Governor's Highway Safety Grant     | \$ 2,981.00           |                           | \$ 3,050                    |                    |             |
| Governor's Crime Commission Grant   | \$ -                  |                           |                             |                    |             |
| Solid Waste Charges                 | \$ 168,287.00         | \$ 166,000                | \$ 167,200                  | \$ 166,800         | 0.5%        |
| Zoning Charges                      | \$ 1,030.00           | \$ 600                    | \$ 670                      | \$ 200             | -66.7%      |
| Miscellaneous Revenue               | \$ 14,047.00          | \$ 1,000                  | \$ 5,400                    | \$ 1,000           | 0.0%        |
| Powell Bill Reserve Appropriation   | \$ 75,600.00          | \$ 100,000                | \$ 100,000                  | \$ 135,000         | 35.0%       |
| Reserve Appropriation               | \$ 28,300.00          | \$ 40,270                 | \$ 40,270                   | \$ 16,582          | -58.8%      |
| <b>Total</b>                        | <b>\$1,782,194.00</b> | <b>\$1,749,796</b>        | <b>\$ 1,797,275</b>         | <b>\$1,782,968</b> | <b>3.1%</b> |

## Projected Expenditures

| Department      | FY 10-11 Actual       | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed   | % Change    |
|-----------------|-----------------------|---------------------------|-----------------------------|---------------------|-------------|
| Administration  | \$ 364,215.00         | \$ 455,689                | \$ 428,736                  | \$ 401,702          | -11.8%      |
| Police          | \$ 471,917.00         | \$ 540,178                | \$ 513,020                  | \$ 545,279          | 0.9%        |
| Fire            | \$ 129,000.00         | \$ 80,310                 | \$ 80,310                   | \$ 81,300           | 1.2%        |
| Street Lighting | \$ 37,672.00          | \$ 44,500                 | \$ 40,230                   | \$ 43,800           | -1.6%       |
| Powell Bill     | \$ 163,965.00         | \$ 227,717                | \$ 197,250                  | \$ 267,000          | 17.3%       |
| Solid Waste     | \$ 162,918.00         | \$ 219,193                | \$ 211,500                  | \$ 274,094          | 25%         |
| Recreation      | \$ 134,999.00         | \$ 182,509                | \$ 173,870                  | \$ 169,793          | -7.0%       |
| <b>Total</b>    | <b>\$1,464,686.00</b> | <b>\$ 1,750,096</b>       | <b>\$ 1,644,916</b>         | <b>\$ 1,782,968</b> | <b>2.2%</b> |

| Description                         | FY 10-11 Actual       | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed  |
|-------------------------------------|-----------------------|---------------------------|-----------------------------|--------------------|
| Property Taxes - Prior Years        | \$ 17,996.00          | \$ 14,000                 | \$ 16,700                   | \$ 15,000          |
| Property Taxes - Penalties/Interest | \$ 3,926.00           | \$ 2,400                  | \$ 3,500                    | \$ 2,400           |
| Property Tax Discounts              | \$ (2,117.00)         | \$ (2,000)                | \$ (2,200)                  | \$ (2,400)         |
| Property Taxes – Current Year       | \$ 767,924.00         | \$ 753,040                | \$ 760,020                  | \$ 762,323         |
| Court Costs, Fee and Charges        | \$ 6,957.00           | \$ 5,000                  | \$ 3,400                    | \$ 4,000           |
| Privilege Licenses                  | \$ 2,299.00           | \$ 2,000                  | \$ 2,000                    | \$ 2,000           |
| Library Allocation                  | \$ 10,000.00          | \$ 10,000                 | \$ 10,000                   | \$ 10,000          |
| Powell Bill Allocation              | \$ 118,014.00         | \$ 123,717                | \$ 127,765                  | \$ 126,823         |
| Solid Waste Disposal Tax            | \$ 2,881.00           | \$ 2,800                  | \$ 2,900                    | \$ 3,000           |
| Utilities Franchise Tax             | \$ 191,777.00         | \$ 179,300                | \$ 183,100                  | \$ 186,400         |
| Local Option Sales and Use Taxes    | \$ 278,081.00         | \$ 270,300                | \$ 288,600                  | \$ 275,700         |
| Investment Income - General Fund    | \$ 20,103.00          | \$ 10,000                 | \$ 9,500                    | \$ 9,000           |
| Investment Income - Powell Bill     | \$ 7,958.00           | \$ 4,000                  | \$ 4,000                    | \$ 3,000           |
| Investment Income - Library         | \$ 9.00               | \$ -                      |                             |                    |
| Cleveland County Recreation Grant   | \$ 66,141.00          | \$ 67,369                 | \$ 66,700                   | \$ 66,140          |
| Profit/Loss on Sale of Fixed Assets | \$ -                  | \$ -                      | \$ 4,700                    |                    |
| Governor's Highway Safety Grant     | \$ 2,981.00           |                           | \$ 3,050                    |                    |
| Governor's Crime Commission Grant   | \$ -                  |                           |                             |                    |
| Solid Waste Charges                 | \$ 168,287.00         | \$ 166,000                | \$ 167,200                  | \$ 166,800         |
| Zoning Charges                      | \$ 1,030.00           | \$ 600                    | \$ 670                      | \$ 200             |
| Miscellaneous Revenue               | \$ 14,047.00          | \$ 1,000                  | \$ 5,400                    | \$ 1,000           |
| Powell Bill Reserve Appropriation   | \$ 75,600.00          | \$ 100,000                | \$ 100,000                  | \$ 135,000         |
| Reserve Appropriation               | \$ 28,300.00          | \$ 40,270                 | \$ 40,270                   | \$ 16,582          |
| <b>Total</b>                        | <b>\$1,782,194.00</b> | <b>\$1,749,796</b>        | <b>\$ 1,797,275</b>         | <b>\$1,782,968</b> |

Property Taxes – Prior Years

This line item accounts for uncollected property taxes for prior years. Penalties and interest are included in account number 1-3100-18.

Budgeted Amount \$15,000

Penalties/Interest – Property Taxes

Penalties and interest are applicable each year for property taxes paid after January 5<sup>th</sup>.

Budgeted Amount \$2,400

Property Tax Discounts

Discounts are available when payment is made prior to September 1 of each tax year.

Budgeted Amount \$(2,400)

Property Taxes - Current Year

The Town levies a tax rate of \$0.29 per \$100 valuation of real and personal property. For example, a property owner would owe \$290 of annual tax on property with a value of \$100,000. The recommended revenue amount is based on a collection percentage of 97% of the property tax levy. According to this year's values, one cent (\$.01) of tax levy will generate revenue of \$25,967.

|  | FY 11-12    | FY 11-12    |
|--|-------------|-------------|
| Total Property Valuation               | 267,700,000 | 271,000,000 |
| Tax Rate per \$ 100 Valuation          | 0.0029      | 0.0029      |
| Property Tax Levy                      | 776,330     | 785,900     |
| Historical Collection % @ July 1       | 0.97        | 0.97        |
| Estimated Tax Levy Collection @ July 1 | 753,040     | 762,323     |

Budgeted Amount \$763,323

Court Costs, Fees, and Charges

These revenues are derived from reimbursements received from the County Clerk of Court for court costs and also include charges for civil citations related to parking, noise, etc.

Budgeted Amount \$4,000

Privilege Licenses

Municipalities are authorized by statute to charge a fee to various businesses that operate inside its boundaries. The amount of tax varies depending on the type and scope of business.

Budgeted Amount \$2,000

Library Allocation

Cleveland County and the Town partner together to fund a small public library housed at the Ruby C. Hunt YMCA. The library is open for a number of public hours per an agreement between the County, Town, and YMCA. The County provides \$10,000 currently as a match for Town funding.

Budgeted Amount \$10,000

Powell Bill Allocation

The State of North Carolina allocates funds to municipalities for use in construction or maintenance of local streets and sidewalks. Municipalities receive funding on a per-capita basis according to the latest state certified population estimate and on a per-mile basis of local street mileage as certified by a qualified engineer or surveyor.

- Population Basis (3944 x \$24.10 per capita)           \$95,050
- Street Mileage Basis (21 mi. x \$1,775 per mile)       \$37,275

Budgeted Amount   \$126,823

Solid Waste Disposal Tax

- The State of NC instituted a \$2 per ton statewide tax on municipal solid waste and debris that is deposited in a landfill or a transfer station. A portion of the proceeds (18.75%) are distributed on a per capita basis to municipalities for solid waste management programs and services.

Budgeted Amount   \$3,000

Utilities Franchise Taxes

These taxes are comprised of:

- A piped natural gas excise tax that is based on therm volumes received by end-users, with each municipality receiving one-half (1/2) of the amount of the new tax attributable to customers within that municipality's boundaries. This excise tax is not tied to the price of natural gas.
- A 3.22% franchise tax on the total gross receipts of all electricity providers. A municipality receives an amount equal to 3.09% of the total gross receipts of electricity service derived from the sale within that municipality.
- An 8.0% telecommunications sales tax on gross receipts of telephone companies. The Secretary of Revenue distributes 18.70% of this amount to municipalities proportionally according to the amount each received under the repealed utility franchise tax on telephone companies.
- Proportionate shares of the following: 7.7% of the sales tax on telecommunication services, 23.6% of the sales tax on video programming services, 37.1% of the sales tax on satellite TV service. The proportional share is based on the revenue from cable franchise fees for the first six months of fiscal year 2006-2007.

Budgeted Amount   \$186,400

Local Option Sales and Use Taxes

Sales taxes have increasingly been used to make up for the inability of property taxes to adequately fund government services. Local governments currently receive a portion of 2 percent of sales taxes collected and disbursed by the State of NC. Counties are given the authority to choose the basis upon which the sales tax proceeds will be distributed among themselves and their municipalities. The two bases are per capita or ad valorem. Cleveland County uses the ad valorem basis and tax proceeds are thus divided between the County and municipalities in proportion to the total amount of ad valorem taxes levied by each.

Budgeted Amount \$275,700



Investment Income – General

This revenue is generated through the investment of general fund balance and idle funds received throughout the fiscal year. This item does not include investment income generated from investment of Powell Bill fund balance reserves or other funds set aside for a specific purpose by the Board. It does account for interest from checking and money market accounts.

Budgeted Amount \$9,000



Investment Income – Powell Bill

This revenue is generated by the investment of Powell Bill fund balance and idle funds received throughout the year.

Budgeted Amount \$3,000



Cleveland

Cleveland County Recreation Grant

This grant is provided in two parts by the county and is restricted for specific purposes related to recreation.

- The first part of the grant began in 1992 and is based on a weighted per capita formula favoring the small municipalities. This grant amount has not changed since initial implementation and is distributed quarterly.
- The second part of the grant is provided through an interlocal agreement to provide a supervisory presence at the Broad River Greenway through the employment of a Park Ranger. This part of the grant covers the salary and benefits for this position and is distributed annually.

Budgeted Amount \$66,140



Solid Waste Charges

Solid waste charges help to cover a portion of salaries, debt service, and tipping fees needed for collection and disposal. Residents are charged a flat fee of \$8.50 for each container that is collected once per week. Businesses are charged a \$10.50 minimum monthly charge or \$10.50 per container per pick-up.

Budgeted Amount \$166,800



### Zoning Charges

These are charged for zoning compliance permits, variance applications, rezoning applications, subdivision review, and other miscellaneous items related to land use regulation.

Budgeted Amount \$200



### Miscellaneous Revenue

Revenues considered in the category of miscellaneous are the payments made for for rental of the meeting space in Town Hall.

Budgeted Amount \$1,000



### Powell Bill Reserve Appropriation

Funds are appropriated from Powell Bill Reserve this year to do a large resurfacing project in a portion of the Homestead Acres subdivision. The reserve funds will be added to the current year's allocation. The resurfacing was scheduled in the Town's street resurfacing program, which is reviewed every year to see that it is prioritizing road maintenance appropriately.

Budgeted Amount \$135,000



### Reserve Appropriation

Funds are being appropriated from reserves to pay for a piece of capital equipment (leaf collection trailer) in the Solid Waste Department.

Budgeted Amount \$16,582

| Description                        | FY 10-11 Actual     | FY 11-12 Budget   | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|------------------------------------|---------------------|-------------------|-----------------------------|-------------------|
| Salary and Wages                   | \$ 163,679          | \$ 165,849        | \$ 168,100                  | \$ 173,702        |
| Governing Body Salaries            | \$ 8,400            | \$ 8,400          | \$ 8,400                    | \$ 8,400          |
| 401k                               | \$ 8,187            | \$ 8,292          | \$ 8,400                    | \$ 8,685          |
| FICA & Medicare                    | \$ 12,525           | \$ 13,330         | \$ 13,500                   | \$ 13,288         |
| Retirement                         | \$ 10,770           | \$ 11,792         | \$ 11,900                   | \$ 11,707         |
| Group Insurance                    | \$ 17,487           | \$ 16,920         | \$ 17,100                   | \$ 16,020         |
| Professional Services              | \$ 15,605           | \$ 16,500         | \$ 13,700                   | \$ 16,000         |
| Maintenance - Building and Grounds | \$ 1,770            | \$ 2,500          | \$ 3,400                    | \$ 3,000          |
| Supplies and Materials             | \$ 5,203            | \$ 5,200          | \$ 4,130                    | \$ 5,000          |
| Training                           | \$ 2,576            | \$ 3,000          | \$ 900                      | \$ 3,000          |
| Travel                             |                     |                   |                             |                   |
| Telephone                          | \$ 3,025            | \$ 3,000          | \$ 3,000                    | \$ 3,000          |
| Utilities                          | \$ 10,736           | \$ 12,000         | \$ 9,800                    | \$ 12,000         |
| Postage                            | \$ 1,410            | \$ 1,800          | \$ 1,300                    | \$ 1,800          |
| Maintenance - Equipment            | \$ 497              | \$ 1,000          | \$ 1,000                    | \$ 1,000          |
| Advertising                        | \$ 987              | \$ 1,200          | \$ 1,200                    | \$ 1,000          |
| Dues and Subscriptions             | \$ 13,862           | \$ 13,800         | \$ 13,300                   | \$ 13,500         |
| Property Tax Collection            | \$ 15,376           | \$ 15,500         | \$ 15,500                   | \$ 15,600         |
| Contracted Services                | \$ 18,156           | \$ 18,500         | \$ 17,700                   | \$ 18,500         |
| Insurance and Bonds                | \$ 37,356           | \$ 50,000         | \$ 41,100                   | \$ 50,000         |
| Depreciation                       |                     |                   |                             |                   |
| Contingency                        |                     | \$ 8,800          |                             | \$ 20,000         |
| Miscellaneous                      | \$ 6,921            | \$ 16,200         | \$ 13,700                   | \$ 6,000          |
| Capital Outlay                     | \$ 9,687            | \$ 500            | \$ -                        | \$ -              |
| Equipment (Non-Capital)            | \$ -                | \$ -              | \$ -                        | \$ 500            |
| Capital Reserve                    |                     | \$ 61,606         | \$ 61,606                   | \$ -              |
| <b>Total</b>                       | <b>\$364,215.00</b> | <b>\$ 455,689</b> | <b>\$ 428,736</b>           | <b>\$ 401,702</b> |

Salaries and Wages

| Position          | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | FY 12-13 Salaries | Longevity Pay |
|-------------------|-----------|-------------------|---------------------|-------------------|---------------|
| Manager           | 1/17/05   | \$ 62,322         | \$ 1,869            | \$ 64,169         | \$ 400        |
| Town Clerk        | 1/17/90   | \$ 38,760         | \$ 1,163            | \$ 39,924         | \$ 1,000      |
| Finance Officer   | 7/26/04   | \$ 48,572         | \$ 1,457            | \$ 50,027         | \$ 400        |
| PW Director (25%) | 6/19/06   | \$ 12,793         | -                   | -                 | -             |

Budgeted Amount: \$173,702

Governing Body

The Town Board is comprised of six (6) members and each receives a stipend for meetings and other duties required throughout the year.

Budgeted Amount \$8,400



401(K) Contributions

The Town contributes 5% of an employee’s salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute.

Budgeted Amount \$8,685



FICA/Medicare

The Federal Insurance Contributions Act requires taxes to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$13,228



Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS. The Town contributes 6.74% of an employee’s salary toward this benefit.

Budgeted Amount \$11,707



Group Insurance

The Town provides health insurance for full-time employees. The coverage does not include dependents.

Budgeted Amount \$16,020



Professional Services

Professional services are those that generally require a licensed professional. The following professional services are included this fiscal year:

- Town Attorney
- Auditor
- Employee Assistance Program

Budgeted Amount \$16,000

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Maintenance – Buildings and Grounds

This line item covers the costs of scheduled and general maintenance for Town Hall. Scheduled maintenance includes annual fire extinguisher service and annual HVAC maintenance.

Budgeted Amount \$3,000

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Supplies and Materials

This line item covers the cost of general office supplies and printed materials used by administrative staff during general operation.

Budgeted Amount \$5,000

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Training

This line item covers the cost of continuing education and training for the Town Manager, Finance Director, and Town Clerk. This amount also includes allowances for meals and travel to and from events.

Budgeted Amount \$3,000

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Telephone

This line item covers the cost of providing telephone service to Town Hall and mobile phone service to Town Hall administrative staff. Internet service is also charged to this line item.

Budgeted Amount \$3,000

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Utilities

This line item covers the cost of providing electric and natural gas service to Town Hall.

Budgeted Amount \$12,000

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Postage

This line item covers the costs of postage for all general fund departments. The lease for the postage meter is included here.

Budgeted Amount \$1,800



Maintenance – Equipment This line item covers the cost of maintaining Town Hall computer equipment, telephones, copier, and fax machine.

Budgeted Amount \$1,000



Advertising

This line item covers the cost of advertising for all general fund departments including public hearings, job advertisements, and the like.

Budgeted Amount \$1,000



Dues and Subscriptions

This line item covers membership dues to organizations that provide support and educational opportunities to the Town. These include:

Budgeted Amount \$13,500



Property Tax Collection

Cleveland County collects taxes for the Town each year for a fee. The fee charged is 2% of real property receipts and 1.5% of personal property receipts.

Budgeted Amount \$15,600



Contracted Services

This line item covers the cost of providing services performed by an outside agency and which cannot be performed by Town personnel because of cost efficiency or lack of expertise. Included among these are cleaning services, code enforcement, services from the Board of Elections, and support services from HMS, our financial software vendor. Also included here is the cost of upkeep at the Town’s five gateway signs

Budgeted Amount \$18,500



Insurance and Bonds

This line item covers the cost of insurance and bonds for general fund employees and equipment. Automobile, Worker's Compensation, property, and general liability insurance are all covered here. Also included are additional Law Enforcement and D & O liability insurance.

Budgeted Amount \$50,000

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Contingency

This line item contains contingency funds for use at the discretion of the Town Board.

Budgeted Amount \$20,000

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Miscellaneous

This item generally covers expenditures that do not relate directly to another departmental item. Includes categories such as employee and volunteer appreciation and items budgeted for the Appearance Commission.

Budgeted Amount \$5,000

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Capital Outlay

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$5,000.

Budgeted Amount \$0

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Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles, or land having an initial value less than \$5,000.

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Capital Reserve

This line item is established to set aside funds for future capital projects or purchases.

Budgeted Amount \$0

| Description                      | FY 10-11 Actual | FY 11-12 Budget | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|----------------------------------|-----------------|-----------------|-----------------------------|-------------------|
| Salaries and Wages               | \$ 231,183      | \$ 246,309      | \$ 242,100                  | \$ 282,254        |
| Part-time/Reserve Wages          | \$ 22,086       | \$ 40,000       | \$ 34,000                   | \$ 20,000         |
| Separation allowance             | \$ 15,315       | \$ 15,320       | \$ 15,315                   | \$ 11,935         |
| Retirement                       | \$ 12,995       | \$ 17,340       | \$ 17,100                   | \$ 19,109         |
| 401k                             | \$ 10,133       | \$ 12,315       | \$ 9,700                    | \$ 13,800         |
| FICA & Medicare                  | \$ 20,547       | \$ 23,075       | \$ 22,300                   | \$ 23,122         |
| Group Insurance                  | \$ 43,968       | \$ 45,119       | \$ 44,915                   | \$ 48,060         |
| Uniforms                         | \$ 4,648        | \$ 6,000        | \$ 4,700                    | \$ 6,000          |
| Maintenance - Building & Grounds | \$ 79           | \$ 1,000        | \$ 300                      | \$ 2,000          |
| Maintenance - Vehicle            | \$ 9,583        | \$ 12,500       | \$ 13,900                   | \$ 15,000         |
| Supplies and Materials           | \$ 4,141        | \$ 4,000        | \$ 4,000                    | \$ 4,000          |
| Training                         | \$ 515          | \$ 1,500        | \$ 800                      | \$ 1,000          |
| Travel                           |                 |                 |                             |                   |
| Telephone                        | \$ 2,737        | \$ 7,000        | \$ 4,200                    | \$ 4,000          |
| Utilities                        | \$ 5,879        | \$ 7,200        | \$ 5,400                    | \$ 6,500          |
| Maintenance - Equipment          | \$ 863          | \$ 4,000        | \$ 1,450                    | \$ 4,000          |
| Gasoline                         | \$ 31,019       | \$ 36,000       | \$ 37,800                   | \$ 40,500         |
| Contracted Services              | \$ 20,758       | \$ 21,000       | \$ 22,100                   | \$ 17,000         |
| Miscellaneous                    | \$ 300          | \$ 500          | \$ 300                      | \$ 500            |
| Capital Outlay                   | \$ 35,168       | \$ 32,700       | \$ 22,240                   | \$ 24,000         |
| Equipment (Non-Capital)          |                 | \$ 7,300        | \$ 10,400                   | \$ 2,500          |
| Total                            | \$ 471,917      | \$ 540,178      | \$ 513,020                  | \$ 545,279        |

Salaries and Wages

|              | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | Holiday Shift Pay | FY 12-13 Salaries | Longevity Pay |
|--------------|-----------|-------------------|---------------------|-------------------|-------------------|---------------|
| Chief        | 12/05/88  | \$ 43,800         | \$ 1,314            | \$ -              | \$ 45,114         | \$ 1,000      |
| Sergeant     | 05/03/99  | \$ 32,629         | \$ 979              | \$ 1,108          | \$ 33,608         | \$ 600        |
| Investigator | 10/09/03  | \$ 29,812         | \$ 894              | \$ -              | \$ 30,706         | \$ 400        |
| Officer      | 7/24/07   | \$ 26,099         | \$ 783              | \$ 860            | \$ 26,882         | \$ 200        |
| Officer      | 3/10/10   | \$ 25,116         | \$ 753              | \$ 853            | \$ 25,869         | \$ 200        |
| Officer      | 7/28/10   | \$ 25,116         | \$ 753              | \$ 853            | \$ 25,869         | \$ 200        |
| Officer      | 1/22/12   | \$ 25,116         | \$ 753              | \$ 853            | \$ 25,869         | \$ -          |
| Officer      | 5/14/12   | \$ 25,116         | \$ 753              | \$ 853            | \$ 25,869         | \$ -          |
| Officer      | 7/01/12   | \$ 25,116         | \$ 753              | \$ 853            | \$ 25,869         | \$ -          |

Budgeted Amount \$228,254

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Part-Time/Reserve Wages

This line item covers the cost of providing wages for reserve officers who provide service during times when full time permanent officers are not on duty (vacation, sick, comp time, etc.).

Budgeted Amount \$20,000

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Separation Allowance

The NC General Statutes require the Town to pay certain retired law enforcement officers a separation allowance. To be eligible, officers must have accrued 30 years of creditable service, or be age 55 with at least 5 years of creditable service. The annual amount due to eligible parties is 0.85% of the annual base rate of the most recently applicable compensation multiplied by the total creditable service. The allowance ceases when parties reach age 62.

Budgeted Amount \$11,935

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LEO Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS. For law enforcement officers, the Town contributes 6.77% of salary towards this benefit.

Budgeted Amount \$19,109

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401(K) Contributions

The Town contributes 5% of an employee's salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute.

Budgeted Amount \$13,800

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FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$23,112

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Group Insurance

The Town provides group health insurance for nine full-time employees. The coverage does not include dependents.

Budgeted Amount \$48,060

Uniforms

This line item covers the cost of providing uniforms and accessories to Police Department personnel. An allotment is made for annual uniform replacement, safety shoe replacement, and bullet proof vests.

Budgeted Amount \$6,000

Maintenance - Buildings & Grounds

This line item covers the cost of maintenance and repair to Police Department facilities.

Budgeted Amount \$2,000

Maintenance -Vehicles

This line item covers the cost of maintaining the patrol vehicles now operated by the Police Department. A brief inventory is below:

|                    |                       |
|--------------------|-----------------------|
| 2011 Dodge Charger | 2007 Dodge Charger    |
| 2011 Dodge Charger | 2006 Dodge Charger    |
| 2010 Dodge Charger | 2005 Ford Crown Vic   |
| 2009 Dodge Charger | 2004 Ford Crown Vic   |
| 2009 Dodge Charger | 1984 Chevrolet Blazer |

Budgeted Amount \$15,000

Supplies and Materials

This line item covers the cost of office supplies and materials used for administrative purposes including office supplies, printed materials, as well as other miscellaneous supplies. Additional materials purchased under this line item include citation books, latex gloves, and radio batteries.

Budgeted Amount \$4,000



Training

This line item covers the cost of providing continuing education and training to all Police Department personnel.

Budgeted Amount \$1,000



Telephone

This line item covers the cost of providing telephone service to the Police Department and for wireless data service to laptops located in patrol vehicles. Internet service is also charged to this line item.

Budgeted Amount \$4,000



Utilities

This line item accounts for utilities (electricity, natural gas) used by the Police Department.

Budgeted Amount \$6,500



Maintenance – Equipment

This line item covers the cost of maintaining Police Department computer equipment, telephones, copier, and fax machine.

Budgeted Amount \$4,000



Gasoline

This line item covers fuel costs for the patrol vehicles now in use by the Police Department. The budgeted amount is based on consumption of about 11,000 gallons of gasoline annually.

Budgeted Amount \$40,500



Contracted Services

The majority of the funds in this line item cover the cost of providing animal control services. These services are provided through an interlocal agreement with Cleveland County Health Department. Animal Control is charged with enforcing the County Animal Control Ordinance and the Town Leash Ordinance. The remaining portion of these funds is for a software contract for the Police Department.

Budgeted Amount \$17,000

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Miscellaneous

This line item covers the cost of community educational programs regarding safety as well as any unanticipated costs which cannot be related to any other departmental item.

Budgeted Amount \$500

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Capital Outlay

This line item covers all capital purchases of equipment, vehicles or land having an initial value in excess of \$5,000. A patrol vehicle is planned for purchase this year.

Budgeted Amount \$24,000

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Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles or land having an initial value less than \$5,000.

Budgeted Amount \$2,500

| Description                           | FY 10-11 Actual | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|---------------------------------------|-----------------|---------------------------|-----------------------------|-------------------|
| Contracted Svcs. – BS Fire and Rescue | \$ 129,000      | \$ 80,310                 | \$ 80,310                   | \$ 81,300         |
| Total                                 | \$129,000       | \$ 80,310                 | \$ 80,310                   | \$ 81,300         |

Contracted Services

The Town contracts with Boiling Springs Fire and Rescue for fire protection services. The agreement is for the Town to provide funds equivalent to \$0.03 of the Town’s property valuation for the applicable fiscal year. The budgeted amount for this year was based on an estimated valuation of \$271 million.

Budgeted Amount \$80,310

| Description            | FY 10-11 Actual | FY 11-12 Budget | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|------------------------|-----------------|-----------------|-----------------------------|-------------------|
| Street Lighting        | \$ -            | \$ 500          | \$ -                        | \$ 500            |
| Supplies and Materials | \$ 37,447.00    | \$ 43,000       | \$ 39,510                   | \$ 42,300         |
| Street Signs           | \$ 225.00       | \$ 1,000        | \$ 720                      | \$ 1,000          |
| Total                  | \$39,042.80     | \$ 44,500       | \$ 40,230                   | \$ 43,800         |

Street Lighting

This line item covers the cost of contracting for the provision of street lighting with Duke Power Company. Street lighting is installed according to standards set by the governing body. The general standard for residential lighting is one street light per three residences. Exceptions are made for traffic safety issues. Lighting for commercial sections of town are provided as needed and requested.

Budgeted Amount \$43,000



Supplies and Materials

This line item covers the cost of minor supplies and materials used for the erection of street name signs including post drivers, posts and hardware for securing each sign.

Budgeted Amount \$500



Street Signs

This line item covers the cost of purchasing street name signs only for both new and existing streets. This cost is not Powell Bill eligible. The Town currently has over 100 intersections which must be marked to provide residents, postal carriers, EMS, fire and police with accurate signage.

Budgeted Amount \$1,000

| Description                | FY 10-11 Actual   | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|----------------------------|-------------------|---------------------------|-----------------------------|-------------------|
| Part-time Wages            | \$ -              | \$ 500                    | \$ -                        | \$ -              |
| Part-time Benefits (FICA)  | \$ -              | \$ 40                     | \$ -                        | \$ -              |
| Professional Services      | \$ 70             | \$ 3,000                  | \$ 150                      | \$ 4,000          |
| Maintenance/Repair Vehicle |                   | \$ -                      | \$ 250                      | \$ -              |
| Supplies and Materials     | \$ 510            | \$ 2,000                  | \$ 120                      | \$ 1,000          |
| Maintenance - Equipment    |                   | \$ 500                    | \$ 30                       | \$ 500            |
| Gasoline                   |                   | \$ 500                    | \$ -                        | \$ -              |
| Contracted Services        | \$ 161,814        | \$ 220,077                | \$ 195,300                  | \$ 260,000        |
| Insurance and Bonds        | \$ 1,241          | \$ 1,100                  | \$ 1,400                    | \$ 1,500          |
| Capital Outlay             | \$ 330            | \$ -                      | \$ -                        | \$ -              |
| <b>Total</b>               | <b>\$ 163,965</b> | <b>\$ 227,717</b>         | <b>\$ 197,250</b>           | <b>\$ 267,000</b> |

Part-Time Wages

This line item covers the cost of part-time labor used specifically for street maintenance purposes.

Budgeted Amount \$500



FICA

Budgeted Amount \$40



Professional Services

This line item covers the cost of services that require the work of a licensed professional such as a civil engineer, surveyor, or attorney. Typical expenditures include preparation of specifications and bid documents for street resurfacing or preparation of plans relating to street drainage or other maintenance.

Budgeted Amount \$3,000



Maintenance/Repair – Equipment

Budgeted Amount \$500



Maintenance/Repair – Vehicles

Budgeted Amount \$250



Gasoline

Budgeted Amount \$500



Supplies and Materials

This line item covers the cost of supplies and materials used for street maintenance including cold patch asphalt, gravel, rip-rap stone, and weed killer. Additional materials purchased under this line item include regulatory signs, safety equipment, and work zone warning devices.

Budgeted Amount \$2,000



Contracted Services

This line item covers the cost of services that cannot be performed by Town personnel, but are necessary street maintenance functions. These include striping, resurfacing, sidewalk construction and repair, and street construction and repair.

Budgeted Amount \$120,077



Insurance and Bonds

This line item covers the cost of providing applicable insurance coverage directly related to the performance of street maintenance.

Budgeted Amount \$1,100



| Description                           | FY 10-11 Actual     | FY 11-12 Budget   | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|---------------------------------------|---------------------|-------------------|-----------------------------|-------------------|
| Salaries and Wages                    | \$ 62,040           | \$ 53,616         | \$ 51,400                   | \$ 78,125         |
| Part-time Wages                       | \$ -                | \$ 2,000          | \$ -                        | \$ -              |
| 401k                                  | \$ 1,471            | \$ 2,681          | \$ 2,600                    | \$ 3,906          |
| FICA & Medicare                       | \$ 4,746            | \$ 4,255          | \$ 4,000                    | \$ 5,977          |
| Retirement                            | \$ 1,937            | \$ 3,791          | \$ 3,700                    | \$ 5,266          |
| Group Insurance                       | \$ 5,580            | \$ 11,280         | \$ 9,000                    | \$ 16,020         |
| Uniforms                              | \$ 1,020            | \$ 1,800          | \$ 2,000                    | \$ 2,000          |
| Maintenance/Repair Vehicle            | \$ 17,933           | \$ 15,000         | \$ 15,900                   | \$ 14,000         |
| Supplies and Materials                | \$ 2,718            | \$ 4,000          | \$ 9,100                    | \$ 4,000          |
| Telephone                             | \$ 874              | \$ 800            | \$ 900                      | \$ 800            |
| Utilities                             | \$ 491              | \$ 700            | \$ 600                      | \$ 500            |
| Maintenance to Equipment              | \$ 1,183            | \$ 4,000          | \$ 4,000                    | \$ 5,000          |
| Gasoline                              | \$ 15,824           | \$ 18,000         | \$ 19,900                   | \$ 20,000         |
| Contracted Services - Landfill        | \$ 47,101           | \$ 49,000         | \$ 46,100                   | \$ 49,000         |
| Capital Outlay                        | \$ -                | \$ 47,870         | \$ 41,920                   | \$ 38,500         |
| Equipment (Non-Capital)               | \$ -                | \$ 400            | \$ 380                      | \$ 1,000          |
| Debt Service - Principal and Interest | \$ -                | \$ -              | \$ -                        | \$ 30,000         |
| Capital reserve - trash truck         | \$ -                | \$ -              | \$ -                        |                   |
| <b>Total</b>                          | <b>\$162,918.00</b> | <b>\$ 219,193</b> | <b>\$ 211,500</b>           | <b>\$ 274,094</b> |

Salaries and Wages

| Job Class    | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | Longevity Pay | FY 11-12 Salaries |
|--------------|-----------|-------------------|---------------------|---------------|-------------------|
| Truck Driver | 1/24/02   | \$ 29,137         | \$ 874              | \$ 400        | \$ 30,011         |
| SW Worker    | 11/14/11  | \$ 22,360         | \$ 671              | \$ -          | \$ 23,031         |
| SW Worker    | 2/09/10   | \$ 21,640         | \$ 649              | \$ 200        | \$ 22,289         |

Budgeted Amount: \$78,125

401(K) Contributions

The Town contributes 5% of an employee’s salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute to such an account.

Budgeted Amount \$3,906

FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$5,977



Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS. The Town contributes 7.11% of an employee’s salary towards this benefit.

Budgeted Amount \$5,266



Group Insurance

The Town provides group health insurance for full-time employees. The coverage does not include dependents.

Budgeted Amount \$16,020



Uniforms

This line item covers the cost of providing uniforms and accessories to Solid Waste Department personnel. Uniform services are provided to each full time permanent employee as well as annual safety boot replacement.

Budgeted Amount \$2,000



Maintenance – Vehicle

This line item covers the cost of maintaining the vehicles now operated by the Solid Waste Department.

|                         |
|-------------------------|
| 2012 Lodal Refuse Truck |
| 2011 Ford F350          |
| 2004 Lodal Refuse Truck |
| 1999 International      |

Budgeted Amount \$14,000

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Supplies and Materials

This line item covers the cost of supplies and materials used for solid waste collection purposes including safety equipment, small tool replacement, chemicals, trash can lids, and other applicable supplies.

Budgeted Amount \$4,000

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Telephone

This line item covers the cost of mobile and other phone service as it relates to the solid waste function.

Budgeted Amount \$800

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Utilities

This line item covers the portion of utilities used in support of the solid waste function.

Budgeted Amount \$500

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Maintenance - Equipment

This line item covers the cost of maintaining equipment used for solid waste collection. Included among this equipment are brush chipper, leaf vacuum, backhoe, tractor, chain saws, and other power tools.

Budgeted Amount \$5,000

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Gasoline

This line item covers fuel costs for the vehicles now in use by the Solid Waste Department.

Budgeted Amount \$20,000

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Contracted Services - Landfill

This line item covers the cost of solid waste disposal at the Cleveland County Landfill. Disposal costs are \$33 per ton. Other services needed to support the solid waste function are also budgeted here.

Budgeted Amount \$49,000

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Capital Outlay

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$5,000. Funds are included for the purchase of a self-contained leaf collection trailer.

Budgeted Amount \$38,500

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Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$250. Funds are included for the purchase of additional rollout containers.

Budgeted Amount \$1,000

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Debt Service

The 2012 Lodal refuse vehicle was financed for a 5-year term at 1.88% interest. The final installment will be due on 10/03/2016.

Budgeted Amount \$30,000

| Description                         | FY 10-11 Actual   | FY 11-12 Budget   | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|-------------------------------------|-------------------|-------------------|-----------------------------|-------------------|
| Salaries and Wages                  | \$ 40,682         | \$ 60,734         | \$ 60,250                   | \$ 63,282         |
| Part-time Wages                     |                   | \$ 2,000          |                             |                   |
| 401k                                | \$ 2,790          | \$ 3,037          | \$ 3,015                    | \$ 3,164          |
| FICA & Medicare                     | \$ 3,056          | \$ 4,799          | \$ 4,610                    | \$ 4,841          |
| Retirement                          | \$ 4,198          | \$ 4,294          | \$ 4,300                    | \$ 4,265          |
| Group Insurance                     | \$ 5,579          | \$ 5,640          | \$ 5,700                    | \$ 5,340          |
| Uniforms                            | \$ 960            | \$ 1,000          | \$ 1,140                    | \$ 1,200          |
| Maintenance – Buildings and Grounds | \$ 152            | \$ 2,000          | \$ 200                      | \$ 2,000          |
| Maintenance/Repair Vehicle          | \$ 1,257          | \$ 1,000          | \$ 250                      | \$ 1,000          |
| Supplies and Materials              | \$ 390            | \$ 2,000          | \$ 2,200                    | \$ 1,500          |
| Telephone                           | \$ 1,079          | \$ -              | \$ 1,200                    | \$ 1,200          |
| Utilities                           | \$ 1,051          | \$ 1,200          | \$ 1,000                    | \$ 1,000          |
| Maintenance to Equipment            | \$ 1,356          | \$ 1,000          | \$ 700                      | \$ 1,000          |
| Gasoline                            | \$ 3,123          | \$ 3,400          | \$ 5,600                    | \$ 5,000          |
| Greenway Request                    | \$ 1,288          | \$ 2,000          | \$ 300                      | \$ 1,500          |
| Contracted Services - YMCA          | \$ 46,073         | \$ 48,405         | \$ 48,405                   | \$ 47,000         |
| Contracted Services                 | \$ 2,263          | \$ 20,000         | \$ 15,000                   | \$ 5,000          |
| Library Expenses                    | \$ 19,702         | \$ 20,000         | \$ 20,000                   | \$ 20,000         |
| Museum Expenses                     | \$ -              | \$ -              | \$ -                        | \$ 500            |
| Miscellaneous                       | \$ -              | \$ -              | \$ -                        | \$ -              |
| Capital Outlay                      | \$ -              | \$ -              | \$ -                        | \$ -              |
| Equipment (Non-Capital)             | \$ -              | \$ -              | \$ -                        | \$ 1,000          |
| <b>Total</b>                        | <b>\$ 134,999</b> | <b>\$ 182,509</b> | <b>\$ 173,870</b>           | <b>\$ 169,793</b> |

Salaries and Wages

| Job Class     | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | FY 12-13 Salaries | Longevity Pay |
|---------------|-----------|-------------------|---------------------|-------------------|---------------|
| Park Ranger   | 08/02/01  | \$ 35,568         | \$ 1,067            | \$ 36,635         | \$ 400        |
| Maint. Worker | 4/21/07   | \$ 23,566         | \$ 707              | \$ 24,273         | \$ 200        |

Budgeted Amount: \$63,282

401(K) Contributions

The Town contributes 5% of an employee’s salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute to such an account.

Budgeted Amount \$3,164

FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$4,841

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Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS.

Budgeted Amount \$4,265

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Group Insurance

The Town provides group health insurance for full-time employees. The coverage does not include dependents.

Budgeted Amount \$5,340

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Uniforms

This line item covers the cost of providing uniforms and accessories to Recreation Department personnel. Uniform services are provided to each full time permanent employee as well as annual safety boot replacement.

Budgeted Amount \$1,200

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Maintenance – Buildings and Grounds

This line item covers the cost of maintenance and repair to town recreational facilities.

Budgeted Amount \$2,000

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Maintenance – Vehicle

This line item covers the cost of maintaining the vehicles now operated by the Recreation Department.

|                           |
|---------------------------|
| 1996 Chevrolet (Greenway) |
| 1995 Chevrolet            |

Budgeted Amount \$1,000



Supplies and Materials

This line item covers the cost of supplies and materials used for recreation purposes including safety equipment, small tool replacement, chemicals, and other applicable supplies. A portion of this line item will be expended to purchase tools and materials for use by the Park Ranger at the Broad River Greenway

Budgeted Amount \$1,500



Telephone

This line item covers the cost of mobile and other phone service as it relates to the recreation function.

Budgeted Amount \$1,200



Utilities

This line item covers the portion of utilities used in support of the recreation function.

Budgeted Amount \$1,000



Maintenance – Equipment

This line item covers the cost of maintaining equipment used for recreational facility maintenance purposes. This includes the following: lawnmowers, trimmers, chain saws, and other applicable power tools.

Budgeted Amount \$1,000



Gasoline

This line item covers fuel costs for the vehicles now in use by the Recreation Department.

Budgeted Amount \$5,000

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Broad River Greenway

The Town provides funding to the Greenway to support some of its administrative and operational needs.

Budgeted Amount \$1,500

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Contracted Services - YMCA

The Town has contracted with the YMCA to operate its recreation programs. Funding is provided on a per capita basis. The amount provided will increase by 5% each year of a ten-year contract that begins July 1, 2007. The YMCA uses Town facilities to host some of these programs and funding for upkeep and maintenance of these facilities are handled in the appropriate line items. This is the fourth year of the agreement.

Budgeted Amount \$47,000

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Contracted Services

This line item covers the cost of services such as holiday parade float leasing and activities for Town festivals and events. Expenses for an annual Town festival are budgeted this fiscal year.

Budgeted Amount \$5,000

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Library Expenses

These funds are intended to assist in the operation of a public library located at the YMCA. The funds will be used in accordance with an agreement between the Town and YMCA to provide adequate library resources and access.

Budgeted Amount \$20,000

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Museum Expenses

These funds are intended to assist in the operation of the Town museum located at 109 South Main Street. The Museum was begun during the Town's Centennial Year of 2011.

Budgeted Amount \$500



Capital Outlay

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$5,000.

Budgeted Amount \$0



Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles, or land having an initial value less than \$5,000.

Budgeted Amount \$1,000

| <b>FY 2012-2013 General Fund Schedule of Taxes, Fees and Charges</b>  |   |
|---|---|
| Ad Valorem Tax Rate   | 29 cents per \$ 100 of property valuation   |
| Returned Check Fee  | \$ 25.00 per check per occurrence   |
| Document Copying Fee  | 25 cents for 1 <sup>st</sup> page and 10 cents for each additional page   |
| Admin Record Charge   | An administrative record charge covering public record preparation, copying, distribution applies if request must involve the more than 1 hour (per request) of staff time. This charge consists of actual employee time at current wage rate, actual material costs and copying fee. |
| Rezoning Application Fee  | \$ 250.00 application fee due at the time of filing.  |
| Zoning Compliance Permit  | \$ 20.00 for each required permit   |
| Board of Adjustment Review<br>(Includes code interpretation, variances, CU permits, site plan review, all other zoning appeals) | \$ 250.00 application fee submitted at filing.  |
| Final subdivision plat review   | \$ 50.00 fee plus \$ 5.00 for each lot over 25. Must be paid prior to final plat being approved.  |
| Voluntary Annexation Petition   | \$ 200.00 application fee submitted at the time of filing.  |
| Street Closing Petition   | \$ 500.00 application fee due at the time of filing.  |
| Police Report Copy Fee  | \$ 3.00 per copy  |
| Fingerprinting Fee  | \$ 5.00 each time for resident; \$10.00 each time for non-resident  |
| Civil Citations - Parking   | \$ 20.00 civil penalty per violation plus \$50.00 late fee for each and every 30 calendar days beyond the initial 30 day grace period   |
| Civil Citations - Fire Lane   | \$ 50.00 civil penalty per violation.   |
| Garbage Charges (per month)   | Residential: \$ 8.50 per household; \$13.00 outside Town<br>Commercial: \$ 10.50 per cart per pick up<br>(minimum of \$ 10.50 per month)  |
| Animal Control Citation   | Varies depending upon frequency of violation  |
| Business Privilege License Fee  | As set forth in Chapter 110 and Schedule B of Town Code.  |
| Board Room Rental Fee   | \$15.00 per hour  |

\*Note: All other penalties are specifically provided for in the applicable section of the Town Code of Ordinances.

## Projected Revenues

| Description                         | FY 10-11 Actual       | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed   | % Change    |
|-------------------------------------|-----------------------|---------------------------|-----------------------------|---------------------|-------------|
| Late and Reconnect Fees             | \$ 28,232.29          | \$ 26,000                 | \$ 27,100                   | \$ 26,000           | 0.0%        |
| New Connection Fees                 | \$ 3,480.00           | \$ 2,100                  | \$ 3,750                    | \$ 2,100            | 0.0%        |
| Water Charges                       | \$ 870,676.06         | \$ 842,000                | \$ 847,400                  | \$ 843,200          | 0.1%        |
| Wastewater Charges                  | \$ 471,949.50         | \$ 457,000                | \$ 462,300                  | \$ 462,000          | 1.1%        |
| Lattimore Charges                   | \$ 29,934.46          | \$ 30,000                 | \$ 30,000                   | \$ 30,000           | 0.0%        |
| Investment Income                   | \$ 10,180.42          | \$ 8,000                  | \$ 3,800                    | \$ 8,000            | 0.0%        |
| Profit/Loss on Sale of Fixed Assets | \$ -                  | \$ -                      | \$ 7,409.25                 | \$ -                |             |
| Miscellaneous Revenue               | \$ 36,983.67          | \$ 20,200                 | \$ 25,400                   | \$ 20,200           | 0.0%        |
| Reserve Appropriation               |                       | \$ 26,025                 | \$ 26,025                   | \$ 38,491           | 47.9%       |
| <b>Total</b>                        | <b>\$1,451,436.40</b> | <b>\$ 1,411,325</b>       | <b>\$ 1,433,184</b>         | <b>\$ 1,429,991</b> | <b>1.3%</b> |

## Projected Expenditures

| Department       | FY 10-11 Actual     | FY 11-12 Budget (amended) | FY 11-12 Actual (projected) | FY 12-13 Proposed  | % Change    |
|------------------|---------------------|---------------------------|-----------------------------|--------------------|-------------|
| Administration   | \$ 162,958.00       | \$ 172,728                | \$ 156,880                  | \$ 190,405         | 10.2%       |
| H2O Operations   | \$ 600,225.00       | \$ 693,645                | \$ 620,420                  | \$ 626,895         | -9.6%       |
| Sewer Operations | \$ 463,396.00       | \$ 514,991                | \$ 414,335                  | \$ 580,705         | 12.8%       |
| Lattimore Sewer  | \$ 11,706.00        | \$ 29,961                 | \$ 28,058                   | \$ 31,986          | 6.8%        |
| <b>Total</b>     | <b>\$ 1,238,285</b> | <b>\$1,411,325</b>        | <b>\$1,219,693</b>          | <b>\$1,429,991</b> | <b>1.3%</b> |

| Description                         | FY 10-11 Actual       | FY 11-12 Budget (amended) | FY 11-12 Budget (projected) | FY 12-13 Proposed   |
|-------------------------------------|-----------------------|---------------------------|-----------------------------|---------------------|
| Late and Reconnect Fees             | \$ 28,232.29          | \$ 26,000                 | \$ 27,100                   | \$ 26,000           |
| New Connection Fees                 | \$ 3,480.00           | \$ 2,100                  | \$ 3,750                    | \$ 2,100            |
| Water Charges                       | \$ 870,676.06         | \$ 842,000                | \$ 847,400                  | \$ 843,200          |
| Wastewater Charges                  | \$ 471,949.50         | \$ 457,000                | \$ 462,300                  | \$ 462,000          |
| Lattimore Charges                   | \$ 29,934.46          | \$ 30,000                 | \$ 30,000                   | \$ 30,000           |
| Investment Income                   | \$ 10,180.42          | \$ 8,000                  | \$ 3,800                    | \$ 8,000            |
| Profit/Loss on Sale of Fixed Assets | \$ -                  | \$ -                      | \$ 7,409.25                 | \$ -                |
| Miscellaneous Revenue               | \$ 36,983.67          | \$ 20,200                 | \$ 25,400                   | \$ 20,200           |
| Reserve Appropriation               |                       | \$ 26,025                 | \$ 26,025                   | \$ 38,491           |
| Online Payment Charges              | \$ 465.23             | \$ -                      | \$ -                        | \$ -                |
| <b>Total</b>                        | <b>\$1,451,436.40</b> | <b>\$ 1,411,325</b>       | <b>\$ 1,433,184</b>         | <b>\$ 1,429,991</b> |

Late and Reconnect Fees

Customers are charged a fee for late payment and have their water disconnected if payment is not received by a certain date during the month. For water service to be reestablished, customers must pay a fee as set in the fee schedule adopted by the Town Board.

Budgeted Amount \$26,000

New Connection Fees

Projections for tap and connection fee revenue are based on current growth patterns.

Budgeted Amount \$2,100

Water Charges

Rates are found in a fee schedule adopted by the Town Board.

Budgeted Amount \$843,200

Wastewater Charges

Rates are found in a fee schedule adopted by the Town Board.

Budgeted Amount \$462,000

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Lattimore Charges

In 2001, the Town completed an agreement with the Town of Lattimore to accept sewer from a collection system owned by Lattimore at our wastewater treatment plant. The system has been operating since mid-2002.

Budgeted Amount \$30,000

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Investment Income

This line item accounts for income received from the investment of water and sewer reserve funds.

Budgeted Amount \$8,000

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Miscellaneous Revenue

This line item accounts almost exclusively for revenue from antennae lease on our water tank. The contract with Verizon Wireless (lessee since September 2000) has been terminated by Verizon, but there is still a T-Mobile (lessee since April 2003). Other sources of revenue in this item may be meter testing fees, civil penalties, or others not directly attributable to another source.

Budgeted Amount \$20,200

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Reserve Appropriation

Funds are being appropriated from reserves to pay for planned water/wastewater line replacement projects.

Budgeted Amount \$38,491

| Description                         | FY 10-11 Actual   | FY 11-12 Budget   | FY 11-12 Actual (projected) | FY 12-13 Proposed |
|-------------------------------------|-------------------|-------------------|-----------------------------|-------------------|
| Salary and Wages                    | \$ 69,245         | \$ 70,638         | \$ 70,100                   | \$ 73,980         |
| 401k                                | \$ 3,461          | \$ 3,532          | \$ 3,600                    | \$ 3,699          |
| FICA & Medicare                     | \$ 5,182          | \$ 5,404          | \$ 5,400                    | \$ 5,659          |
| Retirement                          | \$ 4,556          | \$ 4,994          | \$ 5,000                    | \$ 4,986          |
| Group Insurance                     | \$ 11,908         | \$ 11,280         | \$ 11,400                   | \$ 10,680         |
| Professional Services               | \$ 5,062          | \$ 14,000         | \$ 5,000                    | \$ 14,000         |
| Maintenance - Buildings and Grounds | \$ 60             | \$ 500            | \$ -                        | \$ 500            |
| Supplies and Materials              | \$ 5,521          | \$ 5,000          | \$ 5,100                    | \$ 5,000          |
| Training                            | \$ 85             |                   | \$ -                        |                   |
| Telephone                           | \$ 1,401          | \$ 1,500          | \$ 1,600                    | \$ 1,500          |
| Utilities                           | \$ 6,507          | \$ 7,600          | \$ 5,400                    | \$ 7,000          |
| Postage                             | \$ 8,109          | \$ 8,000          | \$ 8,400                    | \$ 8,000          |
| Maintenance - Equipment             | \$ 1,831          | \$ 2,000          | \$ 1,400                    | \$ 2,000          |
| Advertising                         |                   | \$ 300            | \$ 400                      | \$ 400            |
| Dues and Subscriptions              | \$ 6,017          | \$ 7,000          | \$ 4,600                    | \$ 7,000          |
| Contracted Services                 | \$ 7,729          | \$ 5,000          | \$ 3,000                    | \$ 8,000          |
| Insurance and Bonds                 | \$ 23,582         | \$ 25,000         | \$ 26,000                   | \$ 26,000         |
| Depreciation                        | \$ -              | \$ -              | \$ -                        | \$ -              |
| Contingency                         | \$ 2,702          | \$ 500            |                             | \$ -              |
| Capital Outlay                      | \$ -              | \$ -              | \$ -                        | \$ 12,000         |
| Equipment (Non-Capital)             | \$ -              | \$ -              | \$ -                        | \$ -              |
| Capital Reserve                     | \$ -              | \$ 480            | \$ 480                      | \$ -              |
| <b>Total</b>                        | <b>\$ 162,958</b> | <b>\$ 172,728</b> | <b>\$ 156,880</b>           | <b>\$ 190,405</b> |

Salaries and Wages

| Position          | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | FY 12-13 Salaries | Longevity Pay |
|-------------------|-----------|-------------------|---------------------|-------------------|---------------|
| Billing Clerk     | 4/30/01   | \$ 30,285         | \$ 909              | \$ 31,194         | \$ 600        |
| PW Director (75%) | 6/19/06   | \$ 38,753         | \$ 1,163            | \$ 39,916         | \$ 200        |

Budgeted Amount: \$73,980

401(K) Contributions

The Town contributes 5% of an employee’s salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute to such an account.

Budgeted Amount \$3,699

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FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$5,659

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Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS.

Budgeted Amount \$4,986

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Group Insurance

The Town provides group health insurance for full-time employees. The coverage does not include dependents.

Budgeted Amount \$10,680

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Professional Services

Professional services are those that generally require a licensed professional. The following professional services are needed during the year:

- Engineering Services - This item covers only routine engineering consultation throughout the year. Engineering relating to a specific project is budgeted in the project ordinance. This line item includes engineering assistance with operational and technical water and sewer issues.
- Legal Services - This item also covers routine legal services throughout the year including ordinance review, water and sewer easement preparation, contract review and preparation etc.
- Financial Auditing - This item covers a portion the cost of providing for an independent audit of the Town financial statements annually after the close of the fiscal year.

Budgeted Amount \$14,000

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Maintenance – Buildings and Grounds

This line item covers a portion of the costs of scheduled and general maintenance for facilities used for water/sewer administration. Scheduled maintenance includes annual fire extinguisher service and annual HVAC maintenance.

Budgeted Amount \$500

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Supplies and Materials

This line item covers the cost of general office supplies and printed materials used by water/sewer administrative staff.

Budgeted Amount \$5,000

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Training

This line item covers the cost of continuing education and training for the Public Works Director and Billing and Collections Clerk. This amount also includes allowances for meals and travel to and from events.

Budgeted Amount \$0

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Telephone

This line item covers the cost of providing telephone service for staff, including mobile phones. A portion of internet service is also charged to this line item.

Budgeted Amount \$1,500

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Utilities

This line item covers the cost of providing electric and natural gas service that support the billings and collection function.

Budgeted Amount \$7,000

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Postage

This line item covers the costs of postage for all water/sewer fund departments. A portion of the lease for the postage meter is included.

Budgeted Amount \$8,000

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### Maintenance – Equipment

This line item covers the cost of maintaining Town Hall computer equipment, software, telephones, copier, and fax machine.

Budgeted Amount \$2,000

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### Advertising

This line item covers the cost of advertising that relates to the water and sewer systems, e.g, water quality reports, permit approvals, etc.

Budgeted Amount: \$400

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### Dues and Subscriptions

This line item covers membership dues to organizations that provide support and educational opportunities to the Town. These include:

- NC Rural Water Association
- NC Water Distribution Facility Operator Certification Renewal
- NC Water Pollution Control System Operator Certification Renewal
- NC Wastewater Collection System Operator Certification Renewal
- Annual Admin/Compliance Monitoring Fee
- Annual Community Water System Permit Fee
- Annual Sludge Permit Fee

Budgeted Amount \$7,000

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### Contracted Services

This line item covers the cost of providing services performed by an outside agency and which cannot be performed by Town personnel because of cost efficiency or lack of expertise. Includes expenses for utility billing software support.

Budgeted Amount \$8,000

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Insurance and Bonds

This line item covers the cost of insurance and bonds for water/sewer fund employees and equipment. Automobile, Worker's Compensation, property, and general liability insurance are all covered here.

Budgeted Amount \$26,000

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Contingency

This line item contains contingency funds for use at the discretion of the Town Board.

Budgeted Amount \$0

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Capital Outlay

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$5,000. Funds are budgeted for a new inserter/folder for mailing utility bills.

Budgeted Amount \$12,000

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Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles, or land having an initial value less than \$5,000

Budgeted Amount \$0

| Description                                 | FY 10-11 Actual | FY 11-12 Budget (amended) | FY 11-12 Budget (projected) | FY 12-13 Proposed |
|---|-----------------|---------------------------|-----------------------------|-------------------|
| Salaries and Wages                          | \$ 55,280       | \$ 56,280                 | \$ 56,280                   | \$ 58,525         |
| 401k  | \$ 2,764        | \$ 2,814                  | \$ 2,814                    | \$ 2,926          |
| FICA & Medicare                             | \$ 4,229        | \$ 4,305                  | \$ 4,305                    | \$ 4,477          |
| Retirement                                  | \$ 3,637        | \$ 3,979                  | \$ 3,979                    | \$ 3,945          |
| Group Insurance                             | \$ 11,158       | \$ 11,280                 | \$ 11,400                   | \$ 10,680         |
| Uniforms                                    | \$ 2,653        | \$ 2,600                  | \$ 3,000                    | \$ 2,300          |
| Maintenance - Building and Grounds          | \$ 120          | \$ 400                    | \$ 2,500                    | \$ 400            |
| Maintenance - Vehicle                       | \$ 1,898        | \$ 1,500                  | \$ 1,100                    | \$ 1,500          |
| Supplies and Materials                      | \$ 13,923       | \$ 16,200                 | \$ 15,300                   | \$ 15,000         |
| Water Purchases - City of Shelby            | \$ 326,434      | \$ 338,000                | \$ 320,000                  | \$ 330,000        |
| Training                                    | \$ 562          | \$ 500                    | \$ -                        | \$ 500            |
| Telephone                                   | \$ 1,885        | \$ 2,000                  | \$ 2,100                    | \$ 2,300          |
| Utilities                                   | \$ 2,364        | \$ 3,000                  | \$ 2,400                    | \$ 2,600          |
| Maintenance - Equipment                     | \$ 9,557        | \$ 4,200                  | \$ 6,500                    | \$ 4,200          |
| Gasoline                                    | \$ 6,276        | \$ 6,500                  | \$ 9,600                    | \$ 7,500          |
| Contracted Services                         | \$ 15,585       | \$ 16,000                 | \$ 5,200                    | \$ 16,000         |
| Capital Outlay - Equipment                  | \$ 5,623        | \$ 69,745                 | \$ 25,600                   | \$ -              |
| Equipment (Non-Capital)                     |                 | \$ 800                    | \$ 800                      | \$ 500            |
| Capital Outlay - Lines                      | \$ 47,735       | \$ 65,000                 | \$ 59,000                   | \$ 75,000         |
| Capital Reserve – Water Tank Maint.         | \$ -            | \$ -                      | \$ -                        | \$ -              |
| Water Debt Service (Principal and Interest) | \$ 88,542       | \$ 88,542                 | \$ 88,542                   | \$ 88,542         |
| Total                                       | \$ 600,225      | \$ 693,645                | \$ 620,420                  | \$ 626,895        |

Salaries and Wages

| Position                | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | FY 12-13 Salaries | Longevity Pay |
|-------------------------|-----------|-------------------|---------------------|-------------------|---------------|
| Utilities Maint. Worker | 08/05/92  | \$ 27,144         | \$ 814              | \$ 27,958         | \$ 800        |
| Utilities Maint. Worker | 11/04/02  | \$ 26,936         | \$ 808              | \$ 27,744         | \$ 400        |

Budgeted Amount: \$58,525

401(K) Contributions

The Town contributes 5% of an employee’s salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute to such an account.

Budgeted Amount \$2,926

FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$4,477

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Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS.

Budgeted Amount \$3,945

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Group Insurance

The Town provides group health insurance for full-time employees. The coverage does not include dependents.

Budgeted Amount \$10,680

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Uniforms

Provides for uniform replacement for the water operations employees and for protective footwear replacement.

Budgeted Amount \$2,300

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Maintenance – Buildings and Grounds

This line item covers a portion of the costs of scheduled and general maintenance for water operations facilities, e.g, pump station buildings and water filter house.

Budgeted Amount \$400

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Maintenance – Vehicles

|                  |
|------------------|
| 2011 Ford F250   |
| 2008 Ford Ranger |
| 2001 Ford Ranger |

Budgeted Amount \$1,500



Supplies and Materials

Includes expenditures for items such as waterline appurtenances and supplies, safety equipment, tool replacement, and materials inventory replacement.

Budgeted Amount \$15,000



Water Purchases – City of Shelby

This line item accounts for water purchased from the City of Shelby and distributed by the Town. The water purchase agreement was entered into in 1994 and extends for a term of forty (40) years. The contractual rate for the Town is the lowest rate charged by Shelby to any customers outside of its municipal limits. There is not rate increase from the supplier this year and usage is projected to be virtually flat.

Budgeted Amount \$330,000



Training

This line item covers the cost of continuing education and training for water operations personnel. This amount also includes allowances for meals and travel to and from events. Typical training courses include those on water distribution and safety.

Budgeted Amount \$500



Telephone

This line item covers the cost of providing telephone service for the water operations, including mobile service.

Budgeted Amount \$2,300



Utilities

This line item covers the cost of providing electric and natural gas service that supports water operations.

Budgeted Amount \$2,600



Maintenance – Equipment

General maintenance and repairs to equipment housed at airport pump station building and water tank, pumps, and other small equipment.

Budgeted Amount \$4,200



Gasoline

Budgeted Amount \$7,500



Contracted Services

Provides funds for services such as fire hydrant maintenance, water system sampling, and other services that cannot be performed in-house.

Budgeted Amount \$16,000



Capital Outlay – Equipment

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$250. Funds are budgeted this year to repaint and maintain the interior of the Town’s elevated water tank.

Budgeted Amount \$0



Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles, or land having an initial value less than \$5,000

Budgeted Amount \$500

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Capital Outlay - Lines

Funds are budgeted to install needed valves, to purchase fire hydrants for installation, and to replace some older lines in Town.

Budgeted Amount \$75,000

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Debt Service

This line item covers the annual debt service payment for financing to construct the water line and pump station that delivers water from the City of Shelby. The debt will be retired in November 2023.

Budgeted Amount \$88,542

| Description                                 | FY 10-11 Actual | FY 11-12 Budget (amended) | FY 11-12 Budget (projected) | FY 12-13 Proposed |
|---|-----------------|---------------------------|-----------------------------|-------------------|
| Salary and Wages                            | \$ 116,325      | \$ 108,530                | \$ 88,700                   | \$ 115,793        |
| 401k  | \$ 5,520        | \$ 5,426                  | \$ 4,435                    | \$ 5,790          |
| FICA & Medicare                             | \$ 8,708        | \$ 8,302                  | \$ 6,800                    | \$ 8,858          |
| Retirement                                  | \$ 7,263        | \$ 7,673                  | \$ 6,300                    | \$ 7,804          |
| Group Insurance                             | \$ 24,566       | \$ 22,560                 | \$ 17,500                   | \$ 21,360         |
| Uniforms                                    | \$ 3,713        | \$ 3,500                  | \$ 3,100                    | \$ 3,500          |
| Maintenance - Building and Grounds          | \$ 759          | \$ 400                    | \$ 1,700                    | \$ 1,200          |
| Maintenance - Vehicle                       | \$ 3,468        | \$ 3,000                  | \$ 4,600                    | \$ 3,000          |
| Supplies and Materials                      | \$ 18,979       | \$ 19,000                 | \$ 16,500                   | \$ 14,000         |
| Maintenance to Sewer System                 | \$ 2,879        | \$ 7,500                  | \$ 1,600                    | \$ 25,000         |
| Training                                    | \$ 1,009        | \$ 2,000                  | \$ -                        | \$ 1,000          |
| Telephone                                   | \$ 5,176        | \$ 5,200                  | \$ 5,300                    | \$ 5,200          |
| Utilities                                   | \$ 53,098       | \$ 52,000                 | \$ 56,000                   | \$ 61,000         |
| Maintenance - Equipment                     | \$ 12,172       | \$ 11,000                 | \$ 3,700                    | \$ 10,000         |
| Gasoline                                    | \$ 6,471        | \$ 6,900                  | \$ 5,100                    | \$ 6,100          |
| Contracted Services                         | \$ 18,089       | \$ 25,000                 | \$ 12,500                   | \$ 20,000         |
| Capital Outlay - Equipment                  | \$ 343          | \$ 20,900                 | \$ 5,300                    | \$ 49,500         |
| Equipment (Non-Capital)                     |                 | \$ 4,100                  | \$ 4,100                    | \$ 500            |
| Capital Outlay - Sewer                      | \$ -            | \$ 30,000                 | \$ -                        | \$ 50,000         |
| Sewer Debt Service (Principal and Interest) | \$ 174,858      | \$ 172,000                | \$ 171,100                  | \$ 171,100        |
| Total                                       | \$ 463,396      | \$ 514,991                | \$ 414,335                  | \$ 580,705        |

Salaries and Wages

| Position              | Hire Date | FY 11-12 Salaries | Merit Increase (3%) | FY 12-13 Salaries | Longevity Pay |
|-----------------------|-----------|-------------------|---------------------|-------------------|---------------|
| System Operator       | 8/10/87   | \$ 40,632         | \$ 1,219            | \$ 41,850         | \$ 1,000      |
| System Operator       | 7/23/07   | \$ 27,955         | \$ 839              | \$ 28,794         | \$ 200        |
| System Operator       | 4/30/12   | \$ 19,760         | \$ 593              | \$ 20,353         | \$ -          |
| System Operator (50%) | vacant    | \$ 9,880          | \$ 281              | \$ 10,176         | \$ -          |

Budgeted Amount: \$115,793

401(K) Contributions

The Town contributes 5% of an employee’s salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute to such an account.

Budgeted Amount \$5,790

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FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$8,858

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Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS.

Budgeted Amount \$7,804

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Group Insurance

The Town provides group health insurance for full-time employees. The coverage does not include dependents.

Budgeted Amount \$21,360

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Uniforms

Provides for uniform replacement for the four (4) sewer operations employees and for protective footwear replacement.

Budgeted Amount \$3,500

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Maintenance – Buildings and Grounds

This line item covers a portion of the costs of scheduled and general maintenance and repairs to WWTP buildings, grounds and facilities.

Budgeted Amount \$1,200

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Maintenance – Vehicles

Includes scheduled and unscheduled maintenance to vehicles used by wastewater staff.

|                        |
|------------------------|
| 2008 Ford Ranger       |
| 2007 Ford F150         |
| 2005 Dodge Ram         |
| 1989 Ford Pumper Truck |

Budgeted Amount \$3,000



Supplies and Materials

Includes expenditures for items such as wastewater appurtenances and supplies, safety equipment, tool replacement, and materials inventory replacement.

Budgeted Amount \$14,000



Maintenance – Sewer System

This line item funds general maintenance to the sewer system. This includes repairs to manholes, raising manholes, clearing line blockages, etc. These operations are done on an as-needed basis and are not a part of the CIP.

Budgeted Amount \$25,000



Training

This line item covers the cost of continuing education and training for wastewater operations personnel. This amount also includes allowances for meals and travel to and from events. Typical training courses include those on wastewater collection and safety.

Budgeted Amount \$1,000



Telephone

This line item covers the cost of providing telephone service for wastewater operations, including mobile service. Telephones located at pump stations that call out in emergencies are budgeted here.

Budgeted Amount \$5,200

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Utilities

This line item covers the cost of providing electric and natural gas service that support wastewater operations at the wastewater treatment plant and the pump stations.

Budgeted Amount \$61,000

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Maintenance - Equipment

Includes the following, along with other incidental maintenance:

- flow meter calibration (required 2x year)
- diffuser repair materials
- lab equipment calibration
- blower maintenance
- lift station repairs electrical and mechanical
- Diffuser replacement
- General maintenance and repair small equipment

Budgeted Amount \$10,000

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Gasoline

Budgeted Amount \$6,100

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Contracted Services

Provides funds for services such as sludge monitoring that includes quarterly digester sludge analysis, annual TCLP analysis, and annual report preparation and contingency. Also covers sludge hauling and pumping from lift stations.

Budgeted Amount \$20,000

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Capital Outlay - Equipment

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$5,000. This year includes funds for a sludge truck and some new equipment for the sewer camera.

Budgeted Amount \$49,500

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Equipment (Non-Capital)

This line item covers all capital purchases of equipment, vehicles, or land having an initial value less than \$5,000

Budgeted Amount \$500

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Capital Outlay – Sewer

These funds are used to continue implementation of the CIP. This year includes the replacement of a gravity sewer line that flows to the Lyman Street pump station.

Budgeted Amount \$50,000

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Debt Service

This item covers the annual debt service payment for a wastewater treatment plant expansion (\$1,233,000), repair of the Lyman Street outfall line (\$151,706), and construction of the Beaverdam basin lift station project. The wastewater treatment plant expansion loan was incurred in March 1999, has an interest rate of 2.91%, and will be retired in May 2014. The Lyman Street outfall project loan was incurred in May 2003, has an interest rate of 2.57%, and will be retired in May 2022. Payment on the Beaverdam lift station project began in November 2007 and will be retired in May 2027. The interest rate is 2.305%

Budgeted Amount \$171,100

| Description                          | FY 10-11 Actual | FY 11-12 Budget (amended) | FY 11-12 Budget (projected) | FY 12-13 Proposed |
|--------------------------------------|-----------------|---------------------------|-----------------------------|-------------------|
| Salary and Wages                     | \$ -            | \$ 10,158                 | \$ 7,900                    | \$ 10,176         |
| 401k                                 | \$ -            | \$ 508                    | \$ 395                      | \$ 400            |
| FICA & Medicare                      | \$ -            | \$ 777                    | \$ 604                      | \$ 600            |
| Retirement                           | \$ -            | \$ 718                    | \$ 559                      | \$ 560            |
| Maintenance to Buildings and Grounds | \$ -            | \$ 700                    | \$ 700                      |                   |
| Supplies and Materials               | \$ 80           | \$ -                      | \$ -                        | \$ 50             |
| Maintenance to Sewer System          | \$ 507          | \$ 2,000                  | \$ 200                      | \$ 2,000          |
| Telephone                            | \$ 4,161        | \$ 4,200                  | \$ 4,200                    | \$ 4,200          |
| Utilities                            | \$ 6,257        | \$ 6,000                  | \$ 7,400                    | \$ 7,900          |
| Maintenance to Equipment             | \$ 701          | \$ 2,000                  | \$ 1,800                    | \$ 1,800          |
| Capital Outlay - Sewer               |                 | \$ 2,900                  | \$ 4,300                    | \$ 4,300          |
| Total                                | \$ 11,706       | \$ 29,961                 | \$ 28,058                   | \$ 31,986         |

Salaries and Wages

| Position              | Hire Date | FY 11-12 Wages | Longevity Pay | Incentive Bonus |
|-----------------------|-----------|----------------|---------------|-----------------|
| System Operator (25%) | 2/9/10    | \$ 10,158      | \$ 200        | \$ 500          |

Budgeted Amount: \$10,158

FICA/Medicare

The Federal Insurance Contributions Act requires taxes to be levied to support the federal Social Security and Medicare programs. The total taxes levied on salaries is 7.65%, of which 6.20% goes toward the old age, survivor, and disability (Social Security) portion of the tax and 1.45% toward the hospital insurance (Medicare) portion.

Budgeted Amount \$389

Retirement

The Town contributes to the Local Government Employees Retirement System (LGERS) for eligible employees. Employees must occupy a permanent position with the Town and work more than 1000 hours per year to be eligible for membership in the LGERS.

Budgeted Amount \$359

401(K) Contributions

The Town contributes 5% of an employee's salary to a 401(K) retirement account. This is not a matching amount and the Town does not require an employee to contribute to such an account.

Budgeted Amount \$5,680

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Telephone

This line item covers the cost of providing telephone service for wastewater operations, including mobile service. Telephones located at pump stations that call out in emergencies are budgeted here.

Budgeted Amount \$254

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Utilities

This line item covers the cost of providing electric and natural gas service that support at pump stations.

Budgeted Amount \$6,000

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Maintenance - Sewer System

This line item funds general maintenance to the sewer system. This includes repairs to manholes, raising manholes, clearing line blockages, etc. These operations are done on an as-needed basis and are not a part of the CIP.

Budgeted Amount \$2,000

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Maintenance - Buildings and Grounds

This line item covers a portion of the costs of scheduled and general maintenance and repairs to WWTP buildings, grounds and facilities.

Budgeted Amount \$700

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Supplies and Materials

Includes expenditures for items such as wastewater appurtenances and supplies, safety equipment, tool replacement, and materials inventory replacement.

Budgeted Amount \$2,000



Maintenance - Equipment

Budgeted Amount \$2,900



Capital Outlay - Equipment

This line item covers all capital purchases of equipment, vehicles, or land having an initial value in excess of \$250.

Budgeted Amount \$0

**FY 2012-2013 WATER AND SEWER FEE SCHEDULE**

| Description  | Amount of Fee or Charge   |
|--|---|
| Water Deposit  | Inside - \$ 60.00      Outside - \$ 75.00   |
| Water and Sewer Deposit                              | Inside - \$ 100.00      Outside - \$ 125.00   |
| Water Tap Fees:                                      |   |
| 3/4"   | Inside - \$ 700.00      Outside - \$ 900.00   |
| 1"   | Inside - \$ 900.00      Outside - \$ 1100.00  |
| 1.5"   | Inside - \$ 1200.00      Outside - \$ 1400.00   |
| 2", 3", 4", 6"                                       | Cost of Construction + Tap Inspection Fee   |
| Water/Sewer Tap Inspection Fee                       | Inside - \$ 330.00      Outside - \$ 490.00   |
| Meter Installation Fee:                              |   |
| 3/4"   | Inside - \$ 370.00      Outside - \$ 470.00   |
| 1"   | Inside - \$ 490.00      Outside - \$ 590.00   |
| Additional Fee if Installation Requires a Road Bore: | Irrigation - \$ 400.00      Outside - \$ 400.00   |
| Water/Sewer/Garbage Late Fee                         | \$ 10.00 per occurrence   |
| Water Reconnection Fee                               | \$ 25.00 per occurrence, \$50 after 4 p.m., weekends, holidays  |
| Meter Testing Fee                                    | \$ 100.00 per occurrence  |
| Meter Tampering Fee                                  | \$ 200.00 per occurrence  |
| Inside Water Rates                                   | Minimum charge \$ 17.00 per month for 0 - 2,000 gallons<br>Cost per thousand gallons above minimum:<br>\$ 4.90      2,000 – 15,000 gallons<br>\$ 5.80      > 15,000 gallons |
| Outside Water Rates                                  | Minimum charge \$ 20.85 per month for 0 - 2,000 gallons<br>Cost per thousand gallons above minimum:<br>\$ 6.10      2,000 – 15,000 gallons<br>\$ 7.30      > 15,000 gallons |
| Inside Sewer Rates                                   | Minimum charge \$ 15.60 per month for 0 - 2,000 gallons<br>Cost per thousand gallons above minimum:<br>\$ 5.00      2,000 – 15,000 gallons<br>\$ 5.95      > 15,000 gallons |
| Outside Sewer Rates                                  | Minimum charge \$ 23.10 per month for 0 - 2,000 gallons<br>Cost per thousand gallons above minimum:<br>\$ 6.10      2,000 – 15,000 gallons<br>\$ 7.30      > 15,000 gallons |
| Outside Sewer Rates (non water customer)             | Minimum charge \$ 25.85 per month for 0 - 2,000 gallons<br>Cost per thousand gallons above minimum:<br>\$ 7.50      2,000 – 15,000 gallons<br>\$ 8.75      > 15,000 gallons |