SPECIAL MINUTES OF THE MEETING OF MAYOR AND COUNCIL HELD
FISCAL YEAR 2017-2018 BUDGET WORK SESSION
MAY 15, 2017

BUDGET WORK SESSION

The Mayor and Council of the City of Goldsboro, North Carolina, called a Special Meeting on May 15, 2017 at 3:00 p.m. to conduct a Budget Work Session in the Large Conference Room, City Hall Addition with attendance as follows:

Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Bevan Foster
Councilmember Antonio Williams
Councilmember Bill Broadaway
Councilmember Mark Stevens
Councilmember David Ham
Councilmember Gene Aycock
Scott Stevens, City Manager
Laura Getz, Deputy City Clerk
Randy Guthrie, Assistant City Manager
Kaye Scott, Finance Director
Kim Dawson, Assistant Finance Director
Shycole Simpson-Carter, Community Relations Director
Jimmy Rowe, Planning Director
Pamela Leake, Interim HR Director
Scott Barnard, Parks & Recreation Director
Felicia Brown, Parks & Recreation
Scott Williams, IT Director
James Farfour, Assistant Fire Chief
Christie Langley, Fire Dept. Admin. Assistant
Mike West, Police Chief
Sherry Archibald, Paramount Theatre Director
Rick Fletcher, Public Works Director
Julie Metz, DGDC Director
Allen Anderson, Chief Building Inspector
Ed Cianfara, Citizen
Carl Martin, Citizen
Lawrence Merritt, Citizen
Rochelle Moore, News Argus Reporter

Call to Order. Mayor Allen called the meeting to order at 3:00 p.m.

Budget Presentation. Mr. Scott Stevens stated it is his pleasure to offer for Council's consideration, the recommended annual budget of $59,307,323 for Fiscal Year 2017-18 for the City of Goldsboro. He stated he would turn the presentation of the proposed budget over to Ms. Kaye Scott. Ms. Scott reviewed the handouts provided to Council with the following information:

TOTAL BUDGET

FISCAL YEAR 16-17 ADOPTED	FISCAL YEAR 17-18 RECOMMENDED	DIFFERENCE
$57,967,925	$59,307,323	$1,339.398

BREAKDOWN BY FUNDS

Funds	FY 2016-17	FY 2017-18	DIFFERENCE
General Fund	$40,521,799	$40,582,032	$ 60,233
Stormwater Fund	-0-	$ 1,073,672	$ 1,073,672
Utility Fund	$16,573,439	$16,574,693	$ 1,254
Downtown District Fund	$ 73,898	$ 71,326	$ <2,572>
Occupancy Tax Fund	$ 798,789	$ 1,005,600	$ 206,811
Totals	$57,967,925	$59,307,323	$ 1,339,398

Budget Sections

1. Revenues (General, Stormwater & Utility Funds)
2. Agency Support

3. Debt Service
4. Positions
5. Salary and Employee Benefits
6. Departmental Requests
7. Vehicle/Capital Requests
8. DGDC/Occupancy Tax Fund
9. Fund Balance

REVENUES

General Fund Revenues

	FY 16-17 Adopted Budget	FY 17-18 Recommended Budget	Difference
Taxes	**$16,403,300**	**$16,338,000**	**($65,300)**
Licenses & Permits	**401,200**	**365,400**	**(35,800)**
Business Registration Fee	*50,000*	*35,000*	*(15,000)*
Permits	*350,300*	*329,500*	*(20,800)*
Revenue Other Agencies	**17,729,556**	**17,796,802**	**67,246**
State-Collected Revenues			
Sales Tax	*8,130,000*	*8,587,792*	*457,792*
Utility Franchise Tax	*2,970,000*	*2,850,800*	*(119,200)*
Powell Bill	*978,912*	*953,056*	*(25,856)*
Transportation (NCDOT)	*438,000*	*240,000*	*(198,000)*
NCDOT Signal Reimbursement	*204,000*	*202,000*	*(2,000)*
Charges for Services	**4,550,543**	**4,629,630**	**79,087**
Refuse Service Charges	*3,250,000*	*3,250,000*	***0***
Parks & Recreation Fees	*140,000*	*127,400*	***(12,600)***
Golf Course Fees	*568,200*	*553,800*	***(14,400)***
Paramount Theatre	*155,000*	*170,000*	***15,000***
Event Center Rentals	*42,963*	*92,000*	***49,037***

	Adopted Budget	Recommended Budget	Difference
Capital Returns	**337,200**	**304,200**	***(33,000)***
Investment Earnings	*12,000*	*19,000*	***7,000***
Sale of Property	*290,000*	*245,000*	***(45,000)***
Equipment Sales	*35,000*	*40,000*	***5,000***
Miscellaneous	**1,100,000**	**1,148,000**	**48,000**
Salaries/Payroll Attrition/Health	*900,000*	*850,000*	*(50,000)*
Fund Balance Withdrawal	**0**	**0**	**0**
Total	**$40,521,799**	**$40,582,032**	**$60,233**

Ad Valorem Taxes

		Adopted FY 16-17	Recommended FY 17-18
1.	**REAL ESTATE**	**$ 14,550,000**	**$ 14,558,400**
2.	**VEHICLE**	**$ 1,460,000**	**$ 1,464,500**
2.	**ONE-CENT TAX EQUALS**	**$ 220,000**	**$ 220,000**
3.	**COLLECTION PERCENTAGE**	**97.97%**	**97.81%**
5.	**TAX RATE PER $100**	**$ .65**	**$ .65**

Utility Fund Revenues

	FY 16-17 Adopted Budget	FY 17-18 Recommended Budget	Difference
Charges for Services	**$15,651,688**	**$15,640,500**	**($11,188)**
Current Water Charges	*5,833,800*	*5,850,000*	*16,200*
Current Sewer Charges	*7,894,888*	*7,900,000*	*5,112*
Late Payment Fees	*225,000*	*225,000*	*-0-*
Service Penalty	*108,000*	*110,000*	*2,000*
Taps	*21,500*	*30,000*	*8,500*
Compost Revenue	*35,000*	*35,000*	*-0-*
Backflow Inspection Fees	45,000	-0-	*(45,000)*
Capital Returns	**9,000**	**21,193**	**12,193**
Investment Earnings	*9,000*	*13,293*	*4,293*
General Loan Repayment	**250,000**	**250,000**	**-0-**
Miscellaneous	**205,000**	**200,000**	**(5,000)**
Proceeds from Loan	**273,000**	**463,000**	**190,000**
Fund Balance Withdrawal	**184,751**	**-0-**	**(184,751)**
Total	**16,573,439**	**16,574,693**	**($1,254)**

Utility & Refuse Rates

	CURRENT	PROPOSED
WATER RATES (No Increase)		
(Per CCF) (Residential/Commercial)	**$ 2.15**	**$ 2.15**
Base Fee Increase (No Increase)	**$12.14**	**$12.14**
SEWER RATES (No Increase)		
(Per CCF) (Residential/Commercial)	**$ 4.65**	**$ 4.65**
REFUSE RATES		
Residential	**$22.00**	**$22.00**
Commercial (Dumpster)	**$ 5.50/Cubic Yd.**	**$ 5.50/Cubic Yd.**
Commercial (Roll-Out Containers)	**$40.50**	**$40.50**
(Additional Cart)	**$15.00**	**$15.00**
Reconnection Fee	**$10.00**	**$10.00**

Water/Sewer Rates Comparisons

Average Consumption (5,000 gallons)				Monthly Residental Refuse Fee
Municipality	**Water**	**Sewer**	**Total**	
Kinston	$ 41.86	$ 38.33	$ 80.19	$ 27.03
Wilson	$ 33.87	$ 45.00	$ 78.87	$ 17.50
Smithfield	$ 30.79	$ 46.22	$ 77.01	$ 16.00
Mt. Olive	$ 22.81	$ 51.00	$ 73.81	$ 16.60
Jacksonville	$ 25.94	$ 47.05	$ 72.99	$ 5.00
Greenville	$ 27.80	$ 40.00	$ 67.80	$ 15.75
Goldsboro	$ 26.48	$ 31.02	$ 57.50	$ 22.00
Rocky Mt.	$ 21.57	$ 28.50	$ 50.07	
Average Cost	**$ 28.89**	**$ 40.89**	**$ 69.78**	
Wayne Water	$ 36.27		$ 36.27	

Council and staff discussed salary, attrition and compost revenue.

Stormwater Utility Fund

Stormwater fee would be used to repair and maintain drainage facilities that convey storm water; thereby, improving drainage flow, and in many cases the water quality of storm water. All developed property within the city limits would be charged $4.50 per month beginning July 1, 2017. Beginning January 1, 2018, it is recommended that single family residential units pay $4.50 per month with most multi-family and businesses being billed based on their individual impervious area or ERU.

ERU Area (Sq Ft)	ERU Rate ($)	Single Family Residential (9,668 units)	Commercial/Non-Profit/Multi-Family (65.5M Sq Ft / 2,813 Bldgs)	Estimated Projected Revenue
3,000	$4.50	$522,072	$551,600	$1,073,672

NOTE: Impervious area for multi-family properties (apartments, etc.) will be divided proportionally vs. each family paying for one ERU

User Fees Self-Sufficiency

Revenues/Expenditures/Debt	FY 2017-18	Over/Under	FY 2016-17	FY 2015-16
Water	100.79%	53,241	101.33%	104.30%
Water Reclamation	88.52%	(1,178,641)	90.08%	90.36%
Refuse	99.29%	(23,341)	105.82%	100.25%
Golf Course	79.26%	(144,948)	99.20%	67.31%
Paramount (WITHOUT DEBT SVC.)	36.56%	(294,980)	34.87%	36.35%
Goldsboro Event Center (without debt)	62.60%	(54,961)	38.32%	

Council and staff discussed the Stormwater Utility Fund.

Agency Support

Fund	Code	Agency	FY 16-17 Allocation	FY 17-18 Requested Amount	FY 17-18 Recommended Amount
General	11 7310 4916	Chamber of Commerce	$ 20,000.00	$ 20,000.00	$ 20,000.00
	11 7310 4917	Wayne County Alliance	$ 25,000.00	$ 25,000.00	$ 25,000.00
	11 7310 4932	Literacy Connections	$ 7,000.00	$ 7,000.00	$ 7,000.00
	11 7310 4970	Butterball Economic Incentive	$ 8,640.00	$ 4,320.00	$ 4,320.00
	11 7310 6993	Boys & Girls Club	$ -	$ -	$ -
	11 7310 6994	Arts Council	$ 30,000.00	$ 30,000.00	$ 30,000.00
	11 7310 9922	MLFL, Inc.	$ -	$ 15,000.00	$ -
	11 7310 9930	Four Day Movement	$ -	$ 7,400.00	$ -
	11 7310 9933	WAGES - Nutrition for the Elderly	$ 20,000.00	$ 25,000.00	$ 20,000.00
	11 7310 9933	WAGES - Senior Companion Prog.	$ -	$ 20,000.00	$ -
	11 7310 9937	W.A.T.C.H.	$ 20,000.00	$ 40,000.00	$ 20,000.00
	11 7310 9947	Museum	$ 15,000.00	$ 20,000.00	$ 15,000.00
	11 7310 9951	Wayne Uplift	$ 5,000.00	$ 10,000.00	$ -
	11 7310 9952	Communities in Schools	$ 15,000.00	$ 20,000.00	$ 15,000.00
	11 7310 9979	Waynesborough Park	$ 25,000.00	$ 40,000.00	$ 25,000.00
	11 7310 9980	Goldsboro/Wayne Transportation	$ 244,386.00	$ 274,130.00	$ 250,000.00
	11 7310 9996	W.I.S.H.	$ 5,000.00	$ 10,000.00	$ 5,000.00
			$ 440,026.00	$ 567,850.00	$ 436,320.00
Community Development	22	Boys & Girls Club	$ 10,000.00	$ 20,500.00	$ 8,000.00
		Literacy Connections	$ 5,000.00	$ 14,000.00	$ 5,000.00
		Consumer Credit Counseling	$ 5,000.00	$ 5,750.00	$ 5,000.00
		W.I.S.H.	$ 14,589.00	$ 25,000.00	$ 15,000.00
		WAGES	$ -	$ 70,000.00	$ 20,000.00
		Wayne Uplift	$ 20,000.00	$ 20,000.00	$ 5,000.00
		Wayne Community College (WORKS	$ 8,000.00	$ 10,140.00	$ 8,000.00
		Rebuilding Broken Places	$ 4,000.00	$ 5,000.00	$ 4,425.00
			$ 66,589.00	$ 170,390.00	$ 70,425.00
		TOTALS	$ 506,615.00	$ 738,240.00	$ 506,745.00

Council and staff discussed the various agencies the City supports and those requesting support.

Debt Payments and Balances FY 2017-18

		Principal/Interest Payment	Outstanding Balance (7-1-17)
1	SANITARY SEWER BONDS	$ 1,191,333	$ 10,258,402
2	STREET BONDS	540,636	5,299,598
3	RECREATION BONDS	158,750	3,000,000
4	STATE REVOLVING LOAN PROGRAM – WATER PLANT	609,049	7,392,998
5	STATE REVOLVING LOAN ($15M)	1,025,500	1,000,000
6	STATE REVOLVING LOAN ($3.3M)	224,228	218,609
7	STONEY CREEK (SRF) LOAN	218,339	2,891,068
8	CITY HALL	240,888	966,256
9	CITY HALL – PHASE II/STREETSCAPE/AMR	411,771	1,767,000
10	CAPITAL EQUIPMENT LOAN	258,595	586,270
11	COUNTY OF WAYNE LOAN (MULTI-SPORTS)	243,125	3,000,000
12	PARAMOUNT THEATRE	424,246	1,701,744
13	TIGER LOAN (Streetscape/Transfer Facility/Police HVAC)	358,526	3,878,000
14	SETTLEMENT LOAN ($1.7M)	198,008	1,360,000
15	LOAN UF	250,000	250,000
16	W.A. FOSTER/GCC LOAN	669,621	6,310,000
17	EASTERN REGIONAL LOAN (County)	127,694	254,750
18	AMI SYSTEM/VEHICLE LOAN	894,999	7,532,000
19	EQUIPMENT LOAN (2015)	369,729	1,081,000
20	EQUIPMENT LOAN (2016)	324,732	1,253,000
21	IT/RADIOS/SOFTWARE LEASES	485,112	1,104,574
22	TOTAL DEBT	$ 9,224,881	$ 61,105,269

Debt Payment Funding

Fund	Amount
General Fund	$4,705,315
Utility Fund	4,126,441
Occupancy Tax Fund	243,125
CDBG	150,000
Total	$ 9,224,881

Possible New Debt Service

General Fund

- Police Evidence Room — $3,500,000
  Issuance: September 2017 (FY 2018-19)
  Amortization: 15 Year Level Principal
  Interest Rate: 4.00%
  First Interest: FY 2019
  First Principal: FY 2019

- Replace Fire Station #4 (Building Renovations) — $ 500,000
  Issuance: September 2017 (FY 2018-19)
  Amortization: 15 Year Level Principal
  Interest Rate: 4.00%
  First Interest: FY 2019
  First Principal: FY 2019

- Street Improvements Bonds — $4,500,000
  (Bond Sale planned for May 2018)

Possible New Debt Service

Utility Fund

- Sanitary Sewer Rehab (Phase IV) — $6,268,382

  City received a letter of authorization for this loan from the LGC.
  Funding Date: FY 2018-19
  Rate: 2.50%
  Amortization: 20 Year Level Principal
  First Interest: November 1, 2019
  First Principal: May 1, 2020

- Water Plant Expansion (Plate Setters) — $2,325,000

  The City intends to submit an application for an SRF loan to fund this process.
  Funding Date: FY 2020-21
  Rate: 2.50%
  Amortization: 20 Year Level Principal
  First Interest: November 1, 2020
  First Principal: May 1, 2021

Possible New Debt Service
FY 17-18 (General/Utility Fund)

- Equipment Loan $1,778,553

Department	Description	Amount
Inspections	(1) Pick-up Truck	$ 20,000
Garage	(1) Jeep	30,000
Bldg Maint.	(1) Utility Vehicle	35,000
Planning	(1) Extended Cab Pick-up Truck	25,000
Sts & Stms.	(1) Front End Loader	197,000
Solid Waste	(1) Limb Loader Truck	143,000
Engineering	(1) Compact Pick-up Truck	23,000
Fire	(1) Adm. Vehicle	18,500
Police	(8) Line Cars	187,856
Police	(4) SUV K9 Vehicles	113,612
Police	Equipment for Police Vehicles	225,838
Parks & Rec.	(1) Field Rake (Multi-Sports)	14,000
Parks & Rec.	(1) Utility Club Cart (Multi-Sports)	10,600
Parks & Rec.	(1) Heavy Duty Mower (Multi-Sports)	78,889
Parks & Rec.	(1) Crew Cab Pick-up Truck (Multi-Sports)	28,500
Parks & Rec.	(1) 1 Ton Pick-Up Truck (Multi-Sports)	47,500
Parks & Rec.	(1) Riding Mower (Multi-Sports)	33,347
Parks & Rec.	(1) Reel Mower (Multi-Sports)	57,411
Golf	(1) Crew Cab Pick-up Truck	26,500
Dist. & Coll.	(1) Backhoe	115,000
Dist. & Coll.	(1) Tandem Dump Truck	170,000
Water Plant	(1) Compact Pick-up Truck	26,000
Compost	(1) Heavy Duty Wheel Loader	152,000
	Total	$ 1,778,553

5 year loan – 1ST Yr. (GF – $287,257) (UF – $5,677)
10 year loan – 1st Yr. (GF – $39,858) (UF – $51,230) (Highlighted in Green)
3% Estimated Interest Rate

Councilmember Foster questioned the cost related to the vehicles proposed from Parks and Recreation. Mr. Stevens also discussed the proposed loan for Police Department vehicles added to this year's budget.

Proposed Golf Fees

		PROPOSED NEW RATES	
Fees	Current	Non-Resident Rate	Resident Rate
Green Fees	$4 - $24	$4 - $24	10% Discount
Carts Fees	$12	$13	$13
Membership (Annual)	Current (Annual/Monthly)	Non-Resident Rate (Annual/Monthly)	Resident Rate (Annual/Monthly)
Regular	$740/$61.67	$960.00/$80.00	$864.00/$72.00
Senior	$620/$51.67	$800.00/$66.67	$720.00/$60.00
Junior	$620/$51.67	$684.00/$57.00	$624.00/$52.00

Council and staff discussed membership rates and cart fees for the Golf Course.

POSITIONS

New Positions—Recommended

GENERAL FUND:

Position	Department	Salary and Benefits
1. Senior Fleet Mechanic	Garage	$50,058
2. Administrative Asst. I	Fire	44,041
3. Park Technician	Parks & Recreation	37,273
4. Park Technician	Parks & Recreation	18,636 (1/2 Yr.)
5. Asst. Superintendent - Sports Turf	Parks & Recreation	18,636 (1/2 Yr.)
6. Multi-Sports Complex Mgr.	Parks & Recreation	47,953

Positions Eliminated/Not Recommended

GENERAL FUND:

Position	Department	Salary and Benefits
1. Administrative Asst. I	Community Relations	$44,041

NEW POSITIONS NOT RECOMMENDED

Position	Department	Salary and Benefits
1. Computer Sys. Adm. I	Information Tech.	$59,581
2. Fleet Maint. Supervisor	Garage	59,581
3. Bldg. Maint. Supervisor	Building Maintenance	64,501
4. Sign Technician	Engineering	44,041
5. Park Technician	Parks & Recreation	37,273
6. Specialized Rec. Coord.	Parks & Recreation	42,223
7. Specialized Rec. Coord.	Parks & Recreation	42,223
8. Athletic Coordinator	Parks & Recreation	42,223

Positions /Reclassifications

General Fund:

Recommended

	Position (From)	Position (To)	Department	Salary (Savings) Increase
1	Park Technician	Senior Park Technician	Parks & Rec.	$ 5,398.00

Not Recommended

	Position (From)	Position (To)	Department	Salary (Savings) Increase
1	Theater Service Coordinator	Theater Service Coordinator	Parmount Theater	$ 5,705.00
2	Office Assistant	Administrative Asst. I	DGDC	$ 3,634.00
3	Server/Database Adm.	Assistant IT Director	Information Tech.	$ 7,349.00
4	Web Developer/CSA	Programmer Analyst	Information Tech.	$ 10,370.00
5	Network Administrator	Network Engineer	Information Tech.	$ 6,800.00
6	Social Media/Help Desk Tech.	Social Media/Help Desk Tech.	Information Tech.	$ 4,441.00
7	Administrative Asst. III	Business Manager	Parks & Rec.	$ 4,989.00
8	Marketing/Spec. Events Leader	Marketing/Spec. Events Leader	Parks & Rec.	$ 4,251.00
9	Golf & Turf Superintendent	Golf & Turf Superintendent	Parks & Rec.	$ 8,600.00
10	Administrative Asst. I	Administrative Asst. II	Travel & Tourism	$ 3,949.00

Authorized Positions

Fiscal Year	Public Safety	Non-Public Safety	Total	Stormwater Fund	Utility Fund	Occupancy Fund	Total
2011-12	209	209	418		60	2	480
2012-13	207	199	406		62	2	470
2013-14	201	181	382		59	2	443
2014-15	202	182	384		61	2	447
2015-16	203	176	379		61	2	442
2016-17	203	180	383		63	2	448
2017-18	204	185	389	2	63	2	456

Note: Max. Authorized Positions FY 11-12 - 480

****Moved (2) Full-Time Street Sweeping Positions from Streets and Storms to Stormwater Department**

Council and staff discussed positions. Mayor Allen asked staff to review the Parks and Recreation Department taking care of downtown with the possibility of subbing or hiring it out, freeing up staff and equipment to do other things. Mayor Allen also stated we need to look at needing all this equipment for the Multi-Sports Complex right now. He thinks we need a sports turf crew that goes to fields, golf course and Multi-Sports Complex, use resources better and combine equipment. Mr. Scott Stevens stated that staff will review contractor's downtown, using staff to save money but staff is here a lot. Mr. Stevens stated we are happy to get pricing. He also stated that the mowers are currently being used globally.

Mayor Allen asked Mr. Scott Barnard to get a reasonable estimate of manpower and cost of materials. He also asked for a list of mowers they have and where they are used, and the manpower and where they are assigned. Councilmember Aycock asked to see pictures of proposed mowers.

EMPLOYEE BENEFITS

Salary/Benefit Costs

	General Fund	Stormwater Fund	Utility Fund	Occupancy Fund	Total
Salaries	19,148,810	106,882	2,695,521	98,391	22,049,604
Social Security	1,464,067	8,176	206,207	7,527	1,685,977
Retirement	1,398,712	7,208	204,590	7,468	1,617,978
Health Insurance	2,305,537	15,257	369,684	11,736	2,702,214
401(K)	643,715	2,849	80,866	2,952	730,382
COLA/Merit/Comp. Adj.	322,699	1,704	47,772	1,751	373,926
Total	**$25,283,541**	**142,076**	**$3,604,640**	**$129,825**	**29,160,081**

Salary Adjustment/Benefits

- **Salary Adjustments**

1% Cost of Living Increase (July 2017)	$248,456
1/2% Compression Adjustment (July 2017)	$125,470
Total Cost	$373,926

- **401(K) Contribution**

Non-Sworn Employees (3%) and Sworn Employees (5%)

Non-Sworn Employees	$469,146
Sworn Employees	$261,236

- **Retirement Rates:**

	FY 2016-17	FY 2017-18
General Employees	7.34%	7.59%
Law Enforcement Employees	8.00%	8.25%

Employer Contribution Increase: $138,852

- **Health Insurance:**

Employer Increase $443,394

Mayor/Council Salary Comparison

Municipality	Population	Mayor Actual/Average	Mayor Pro-Tem Actual/Average	Councilmember Actual/Average
New Bern	29,889	$ 12,039	$ 8,976	$ 8,099
Wake Forest	32,360	$ 8,500		$ 6,190
Monroe	33,708	$ 10,044	$ 8,268	$ 7,092
Mooresville	35,156	$ 11,854	$ 8,551	$ 7,773
Goldsboro	35,489	$ 11,400	$ 9,075	$ 9,000
Hickory	40,216	$ 15,170	$ 10,502	$ 10,502
Apex	40,918	$ 10,159	$ 8,028	$ 8,028
Kannapolis	43,769	$ 11,100	$ 7,107	$ 6,451
Wilson	49,094	$ 11,400	$ 5,400	$ 5,400

Note: Data compiled by NCLM

Health Insurance Rates

North Carolina State Health Plan Rates

	January - December 2016				January - December 2017			
	Employer Monthly Cost	Employee Monthly Cost			Employer Monthly Cost	Employee Monthly Cost		
		CDHP	80/20	70/30		CDHP	80/20	70/30
Employee	$ 463.68	$ 50.00	$ 65.00	$ 50.00	$ 479.48	$ -	$ 15.04	$ -
Emp/Child	$ 463.68	$ 189.82	$ 240.00	$ 210.92	$ 479.48	$ 196.32	$ 305.18	$ 218.14
Emp/Spouse	$ 463.68	$ 478.00	$ 478.00	$ 478.00	$ 479.48	$ 505.90	$ 683.52	$ 562.10
Family	$ 463.68	$ 520.96	$ 685.22	$ 578.86	$ 479.48	$ 538.82	$ 723.76	$ 598.70

Health Insurance:

Council's Health Insurance Coverage (7 members for 12 months) — $41,076

Council Members Health Insurance Options In Other Cities

CITY	OFFER BENEFITS (YES/NO)	TYPE OF BENEFIT
Cary	Yes; At cost to active Council Members for member and dependents	Health, Dental, FSA
Carolina Beach	Yes; 80% paid by Town (Single coverage only) Presented for budget approval every year	Health and Dental
City of Greenville	Yes	Health
City of Jacksonville	Yes	Health
City of Kinston	No	
City of New Bern	Yes; 100% paid by City (Single coverage only) Family coverage paid by Commissioners	Health, Vision, Dental
City of Rocky Mount	Yes; 100% paid by Council	Health, Dental, Vision and Cancer
City of Wilson	No	
Town of Mount Olive	No	
Wayne County	Yes	Health

Source: NC League of Municipalities Salary Survey 2016 and UNC School of Government 2016

DEPARTMENTAL REQUESTS

General Fund Expenditures

- **Mayor/Council ($399,707)**

City Attorney Fees	$120,000
Consultant Fees (Friends of Seymour)	85,000
Health Insurance Costs	41,076

- **City Manager ($1,094,585)**

Salary Reserve	323,086
Communication and Marketing	20,000
Contract Services (Landscaping/Maint. contracts)	29,500

- **Human Resources ($597,269)**

Health Maintenance Program	94,750
Employee Appreciation Day/Health Fair	9,700

- **Community Relations ($137,539)**

Summer Youth Program	15,000

- **Paramount Theatre ($464,980)**

Performance Series	48,500

- **Event Center ($146,961)**
- **Inspections ($896,273)**

Demolition	275,000
House Securement	10,000

- **DGDC ($334,473)**

Downtown Projects	7,500

Match for Tiger VIII ($537,500) & NCDOT Match for Union Station Repairs ($266,424) and James Street Improvements ($50,000) Removed from Recommended Budget but will be presented to Council for funding approval once contracts are finalized.

- **Information Technology ($1,166,372)**

Software License Fees	400,000
Telephone	146,860

- **Public Works – Admin. ($444,115)**

Electricity	108,000

- **Garage ($2,136,957)**

Gasoline	$389,640
Diesel Fuel	289,640
Tires and Tubes	175,000
Automotive Parts	400,000
Outside Repairs	65,000

- **Building Maintenance ($531,899)**

LED Upgrade Holly Street Water Tower	5,500
Equipment Shelter (Replacement Public Works)	21,000

- **Cemetery ($318,511)**

Elmwood Cemetery Expansion	5,000

- **Finance ($1,301,783)**

Tax Listing Fees	270,000
Consultant Fees	92,800
Audit (General Fund Portion)	28,200

- **Planning ($1,219,943)**

Clean and Cut Lots	$ 35,000
Tree Service	60,000
Maintenance of Enhancement Areas	42,680
Transportation Planning (80% NCDOT Reimb.)	300,000

- **Streets & Storms ($1,515,240)**

Sidewalk/Street Repairs	50,000
Storm Drainage Improvements moved to Stormwater Division ($23,000)	

- **Streets & Storms - Utilities ($529,200)**

Street Lights	500,000

- **Street Paving (None)**

Resurfacing (Street Improvement Bonds)	$2,500,000

- **Solid Waste ($2,880,963)**

Landfill Charges ($31.50/Ton)	320,000
Replacement Garbage/Recycling Containers	100,000

- **Engineering ($959,354)**

Traffic Signal Electricity	15,000
Traffic Maintenance Materials	50,000

- **Fire Department ($6,069,751)**

Medical Exams	25,000
Fire Hose	7,000
Air Packs	61,832

- **Police Department ($9,562,932)**

Uniforms	$ 70,000
Emergency Response Team	47,739
Police ShotSpotter Fees	195,000

- **Special Expense ($5,332,716)**

Agency Support (Chart)	436,320
Debt Service Payments	4,705,315
Employee Membership Benefit (Gym)	65,000

Land/Property Acquisition ($150,000) will be presented to Council for funding once finalized for purchase for NCDOT project to realign Royall Ave. and Central Heights Road.

Parks & Recreation ($3,551,105)

Consultant Fees	$ 10,000
HV Brown Shelters	120,000
Sidewalks	10,000
Playground Play Surface	25,000

Golf Course ($678,404)

Equipment Rent (includes cart lease)	$ 90,000
Advertising	15,000
Pro-Shop Expense	40,000

Stormwater Fund Expenditures

- **Stormwater Department ($1,073,672)**

Salaries/Fringes for (2) Positions	$142,076
Consultant Fees	53,000
Stormwater Drainage Improvements	23,000
Contingency	743,111

Utility Fund Expenditures

- **Distribution and Collections Division ($3,427,502)**

Water Meters & Boxes	$ 50,000
Fire Hydrants/Water Valve Replacement	110,000
Loan Payment (AMI)	752,103
Lease Purchase Payment	105,889

- **Water Treatment Plant ($4,281,018)**

Chemicals	620,000
Neuse River Dredging	79,000
Debt Svc Payments	609,049
Mach./Equip. Maintenance	301,850

- **Distribution and Collections Division ($3,427,502)**

Water Meters & Boxes	$ 50,000
Fire Hydrants/Water Valve Replacement	110,000
Loan Payment (AMI)	752,103
Lease Purchase Payment	105,889

- **Water Treatment Plant ($4,281,018)**

Chemicals	620,000
Neuse River Dredging	79,000
Debt Svc Payments	609,049
Mach./Equip. Maintenance	301,850

- **Water Reclamation Facility ($7,216,961)**

Chemicals	$104,585
Mach/Equipment Maintenance	586,040
Debt Svc Payments	2,659,400

- **Utility Fund (Capital) ($818,772)**

Salary Reserve	47,772
Water Tank Painting	561,000
Water Plant Expansion	200,000

- **Compost Facility ($830,440)**

Equipment Fuel	36,000
Mach/Equipment Maintenance	105,000
Building Maintenance	85,000

VEHICLES AND CAPITAL OUTLAY

General Fund Vehicles/Equipment - Requested/Recommended

DEPT. ITEM	REQUESTED QTY.	REQUESTED AMOUNT	REQUESTED TOTAL	RECOMMENDED QTY.	RECOMMENDED AMOUNT	RECOMMENDED TOTAL
VEHICLES						
Inspections						
11-1024-5412 Pick-Up Truck (Replacements)	2	20,000.00	40,000.00	1	20,000.00	20,000.00
(2) 2001 - 130,988; 154,879 Miles						
Garage						
11-1114-5452 Jeep (Replacement)	1	30,000.00	30,000.00	1	30,000.00	30,000.00
1998 -						
Building Maintenance						
11-1133-5632 Utility Vehicle (Replacement)	1	40,000.00	40,000.00	1	35,000.00	35,000.00
1998 -						
Planning						
11-3151-5436 Extended Cab Pick-Up Truck (Replacement)	1	25,000.00	25,000.00	1	25,000.00	25,000.00
2000 - 117,988 Miles						
Streets & Storms						
11-4134-5480 Mower Trailer (Replacement)	1	6,000.00	6,000.00	1	6,000.00	6,000.00
Built In-House						
11-4134-5494 Front End Wheeled Loader (Replacement)	1	197,000.00	197,000.00	1	197,000.00	197,000.00
1992 Case						
Solid Waste						
11-4143-5468 Limb Loader Grappler Truck (Replacement)	1	143,000.00	143,000.00	1	143,000.00	143,000.00
2000						
Engineering						
11-4172-5412 Compact Pick-Up Truck (Replacement)	2	25,000.00	50,000.00	1	23,000.00	23,000.00
2000 S-10 - 179,491 miles						
1999 S-10 - 76,110 miles						
Fire						
11-5120-5401 Administrative Vehicle (Replacements)	2	18,500.00	37,000.00	1	18,500.00	18,500.00
2000 Explorer - 138,000 Miles						
2004 Taurus - 119,000 Miles						
DEPT. ITEM	**REQUESTED QTY.**	**AMOUNT**	**TOTAL**	**RECOMMENDED QTY.**	**AMOUNT**	**TOTAL**
VEHICLES						
Police						
11-6121-5404 Line Cars (Replacements) - Chargers	10	23,482.00	234,820.00	8	23,482.00	187,856.00
(2) 2002, (1) 2004,(3) 2005, (3) 2006, (1) 2010 Fords						
11-6121-5462 Sports Utility Vehicle (Replacements)	4	27,961.00	111,844.00	4	28,403.00	113,612.00
2001 Chevrolets						
Parks & Rec.						
11-7460-5077 Field Rake (New - Multi-Sports Complex)	1	14,000.00	14,000.00	1	14,000.00	14,000.00
11-7460-5083 Utility Club Cart (New - Multi-Sports Complex)	1	10,600.00	10,600.00	1	10,600.00	10,600.00
11-7460-5303 Heavy Duty Mower (New - Multi-Sports Complex)	1	78,889.00	78,889.00	1	78,889.00	78,889.00
11-7460-5423 Crew Cab Pick-Up Truck (New - Multi-Sports)	1	28,500.00	28,500.00	1	28,500.00	28,500.00
11-7460-5431 Mower (Replacement)	1	10,401.00	10,401.00	1	10,401.00	10,401.00
2011						
11-7460-5470 1 Ton Pick-Up Truck (New - Multi-Sports Complex)	1	47,500.00	47,500.00	1	47,500.00	47,500.00
11-7460-5571 Riding Mower (New - Multi-Sports Complex)	1	33,347.00	33,347.00	1	33,347.00	33,347.00
11-7460-5668 Reel Mower (New - Multi-Sports Complex)	1	57,411.00	57,411.00	1	57,411.00	57,411.00
Golf Course						
11-7461-5423 Crew-Cab Pick-Up Truck (Replacement)	1	26,500.00	26,500.00	1	26,500.00	26,500.00
2000 Dodge - 87,000 Miles						

Utility Fund Vehicles/Equipment - Requested/Recommended

DEPT. ITEM	REQUESTED QTY.	REQUESTED AMOUNT	REQUESTED TOTAL	RECOMMENDED QTY.	RECOMMENDED AMOUNT	RECOMMENDED TOTAL
VEHICLES						
Maintenance						
61-4175-5410 Backhoe (Replacement)	1	135,000.00	135,000.00	1	115,000.00	115,000.00
2002 John Deere						
61-4175-5420 Tandem Dump Truck (Replacement)	1	170,000.00	170,000.00	1	170,000.00	170,000.00
2003 Sterling - 120,000 Miles						
61-4175-5632 Utility Vehicle (Replacement)	1	55,000.00	55,000.00	1	55,000.00	55,000.00
2008 Ford						
Water Plant						
61-4176-5412 Compact Pick-Up Truck (Replacement)	1	26,000.00	26,000.00	1	26,000.00	26,000.00
1999 Ranger - 201,993 Miles						
Compost						
61-4179-5509 Heavy Duty Wheel Loader (Replacement)	1	152,000.00	152,000.00	1	152,000.00	152,000.00

General Fund Capital Outlay Projects – Requested/Recommended

DEPT. ITEM	REQUESTED QUANT.	REQUESTED AMOUNT	REQUESTED TOTAL	RECOMMENDED QUANTITY	RECOMMENDED AMOUNT	RECOMMENDED TOTAL
OTHER CAPITAL						
Building Maintenance						
11-1133-5087 LED Light Upgrade Holly Street Water Tower	1	6,000.00	6,000.00	1	5,500.00	5,500.00
11-1133-5801 Equipment Shelters - Repairs	1	25,000.00	25,000.00	1	21,000.00	21,000.00
Cemetery						
11-1142-5999 Elmwood Cemetery Expansion	1	10,000.00	10,000.00	1	5,000.00	5,000.00
Streets & Storms						
11-4134-5085 Topsoil/Rock Screener (New)	1	10,000.00	10,000.00	1	10,000.00	10,000.00
Streets & Storms - Utilities						
11-4135-5993 Railroad Signals	1	10,000.00	10,000.00	1	5,000.00	5,000.00
Fire						
11-5120-5521 Fire Hose	1	10,725.00	10,725.00	1	7,000.00	7,000.00
11-5120-5735 Air Packs	1	66,132.00	66,132.00	1	61,832.00	61,832.00
11-5120-5925 Turn-Out Gear Washer	1	8,300.00	8,300.00	1	8,300.00	8,300.00
Parks & Rec.						
11-7460-5100 Park House Restoration	1	140,000.00	140,000.00	1	32,757.00	32,757.00
11-7460-5160 Playground Play Surface	1	75,000.00	75,000.00	1	25,000.00	25,000.00
11-7460-5837 Picnic Shelters - HV Brown	1	150,000.00	150,000.00	1	120,000.00	120,000.00
11-7460-5947 Sidewalks - Parks (4)	1	50,000.00	50,000.00	1	10,000.00	10,000.00

Stormwater and Utility Funds Capital Outlay Projects – Requested/ Recommended

DEPT. ITEM	REQUESTED QUANT.	REQUESTED AMOUNT	REQUESTED TOTAL	RECOMMENDED QUANTITY	RECOMMENDED AMOUNT	RECOMMENDED TOTAL
OTHER CAPITAL						
Stormwater						
15-4137-5991 Storm Drainage Improvements	1	23,000.00	23,000.00	1	23,000.00	23,000.00
Waste Treatment						
61-4177-5527 Miscellaneous Equipment (Refrigerated Sampler)	1	5,500.00	5,500.00	1	5,500.00	5,500.00
61-4177-5638 Portable Generator (Pump Station) Replacement	1	56,000.00	56,000.00	1	25,000.00	25,000.00
61-4177-5807 Light Fixtures - Treatment Basin Lights - Phase 3	1	17,600.00	17,600.00	1	17,600.00	17,600.00
Utility Fund - Capital						
61-4178-5912 Repaint Center & Holly Water Tank	1	561,000.00	561,000.00	1	561,000.00	561,000.00
61-4178-5957 Water Plant Expansion	1	200,000.00	200,000.00	1	200,000.00	200,000.00
61-4178-5969 Sewer Improvements - 2015 Priority Phase III	1	2,000,000.00	2,000,000.00	1	830,000.00	830,000.00 Sewer Bonds

Capital Requests/Recommended FY 2017-18

	FY 2016-17	FY 2017-18	Difference
VEHICLES/ROLLING STOCK			
GENERAL FUND			
Requests	**$2,945,629**	**$2,014,581**	**($931,048)**
Recommended	**290,670**	**16,401**	**($274,269)**
(Equip. Loan)	**1,362,371**	**1,089,715**	**($272,656)**
UTILITY FUND			
Requests	**$ 524,600**	**$ 627,000**	**$102,400**
Recommended	**78,200**	**120,000**	**41,800**
(Equip. Loan)	**273,000**	**463,000**	**190,000**
CAPITAL OUTLAY			
GENERAL FUND			
Requests	**$2,569,410**	**$2,128,417**	**($440,993)**
Recommended	**537,735**	**311,389**	**(508)**
(Equip. Loan)		**225,838**	
UTILITY FUND			
Requests	**$ 5,064,160**	**$8,480,146**	**$3,415,986**
Recommended	**2,470,000**	**809,100**	**(1,660,900)**

DGDC OCCUPANCY TAX FUNDS

Downtown District

	FY 16-17 Budgeted	FY 17-18 Recommended
Revenues:		
Taxes	$73,833	$71,236
Investment Earnings	65	90
Total	$73,898	$71,326
Expenditures:	$73,898	$71,326

***Facade Grant and Business Incentive Program - $11,200– 16% of Budget**

**** *Municipal Service District Rate: 23.5 cents per $100 of valuation***

Occupancy Tax Fund

	FY 16-17 Budgeted	FY 17-18 Recommended
Distribution of Occupancy Tax Revenues		
80% Civic Center	$529,600	$675,000
20% Travel & Tourism	132,400	165,000
County of Wayne (1%)	132,400	165,000
Investment Earnings	600	600
Totals	$798,789	$1,005,600
Fund Balance Withdrawal		$ -0-
General Fund Transfer	$ 3,789	$ -0-
Totals	**$798,789**	**$1,005,600**
Expenditures:		
Civic Center Programs	530,080	675,500
Travel & Tourism Operations and Marketing	268,709	330,100
Totals	**$798,789**	**$1,005,600**

- *Current levy is 5% for local hotel and motel occupancy*
- *County of Wayne's funding of the new 1% occupancy tax*

Fund Balance

As the following chart shows, there was no allocation of the recommended budget being financed through the City's fund reserves. In order to maintain an adequate fund balance, any increased expenditure must be accompanied by either new sources of additional revenue or a reduction of existing appropriations. Failure to act along these lines could result in reduced service levels in the future. The following chart describes the City's fund balances:

	Beginning Balance (Audit) FY 2016-17	Projected Ending Balance FY 2016-17	Appropriations FY 2017-18	Revised Beginning Balance FY 2017-18
General Fund	$ 7,585,797	$ 7,123,747	$ -	$ 7,123,747
Stormwater Fund	$ -			
Utility Fund	5,577,583	4,876,143	$ -	4,876,143
Downtown District	66,512	89,725	$ -	89,725
Occupancy Tax Fund				-
Civic Center	1,290,411	592,000	$ -	592,000
Travel & Tourism	14,548	10,200	$ -	10,200
Total	**$ 14,534,851**	**$ 12,691,815**	**$ -**	**$ 12,691,815**

Summary FY 2017-18 Budget

Category	General	Stormwater	Utility	DGDC	Occupancy Tax	Total
Salary/Benefits	$ 25,283,541	$ 142,076	$ 3,604,640		$ 129,825	$ 29,160,082
Operational Costs	9,178,671	931,596	7,451,512	71,326	875,775	18,508,880
Debt Service	4,705,315		4,126,441			8,831,756
Vehicle/Capital Outlay	1,414,505		1,392,100			2,806,605
Totals	**$ 40,582,032**	**$ 1,073,672**	**$ 16,574,693**	**$ 71,326**	**$ 1,005,600**	**$ 59,307,323**

Discussion included the following:

Council and staff also discussed the following: DGDC budget, the upgrade of Banner Financial Software, park shelter replacement cost, compost revenue (staff to bring back a synopsis of how much has been sold and the prices), requested vehicles for Parks and Recreation and the Garage, generators and Hurricane Matthew funding and reimbursement from the State of North Carolina.

Council and staff discussed the following in detail: Painting of the Holly Street water tank. Councilmember Williams questioned if the tank needed to be painted now. Scott Stevens explained the importance of maintaining the water tower. Marty Anderson, City Engineer, explained that the pinnacle was off the tower, last time it was painted was 2009-2010, they need to be kept at a 10-year cycle for painting and the cost includes stripping old paint. Mr. Anderson also shared that this water tower has a spiral staircase, is in bad shape and rusting. He explained that the painting will be put out for bid. Mr. Stevens stated that staff will bring back cost comparisons.

Mayor Allen suggested studying the cost of running the compost facility. He stated it cost a lot to operate compared to what we get out of it, very little return. Scott Stevens stated you have to dispose of those things somewhere, that the city gets looks at the compost facility in terms of people being impressed with what Goldsboro has done, you do pay a little bit for that notoriety and it is thought of as an environmentally good way to dispose of bio solids and debris. Mr. Stevens stated we would this bring back for discussion.

Scott Stevens also discussed employee benefits.

Scott Stevens shared the proposed date for the next budget work session on Monday, June 22, 2017 at 3:00. Notice will be sent to Council and the media.

As there was no further business, the meeting was adjourned at 4:45 p.m.

Chuck Allen
Mayor

Laura Getz, CMC/NCCMC
Deputy City Clerk