

# TOWN OF KERNERSVILLE



## BUDGET FISCAL YEAR 2014-2015

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May 19, 2014

The Honorable Mayor and Board of Alderman  
Town of Kernersville

Dear Mayor and Alderman:

As required by the Local Government Budget and Fiscal Control Act, as amended; enclosed you will find a balanced budget recommendation for all funds of the Town of Kernersville for the Fiscal Year 2014-2015. The public hearing date for the FY 14-15 budget has been set for June 3, 2014 and notice of submission of this budget to the Board of Aldermen will be published in accordance with all the requirements of G.S. 159-12; as well as other State and Federal requirements. A copy of this budget has been placed on file with the Town Clerk, and in the Paddison Memorial Library for public inspection.

### **BUDGET PREPARATION**

Beginning in FY09-10, budget preparations have been a difficult task for various reasons. The main reason though is the flat growth in revenues has not been more than the nominal increase in just general operating expenses. The Town experienced the difficulties of the recession just like all other municipalities and households. Kernersville was fortunate though that there was some growth occurring and this, coupled with holding the line on expenses, allowed the Town to continue moving forward in a progressive manner. Though times were difficult the Town did not fall far behind.

When the budget preparations for FY14-15 began everyone was very optimistic that there would be enough improvement in the economy and revenues to really begin the process of moving forward quickly and making up for what was delayed in the last five years. This year there were numerous capital purchases added to the preliminary budget that were left out the last few years, along with raises and retirement contributions for the employees. However, after the revenues were accounted for there were major adjustments that had to be made. The projected growth in tax base and sales and use tax did not come in as expected and the revenues were much less than the expenses.

The budget for FY14-15 was prepared on a few assumptions regarding revenue. We have assumed that the tax base for registered motor vehicles will be the same as it was in FY13-14 and we have also assumed that the State will not withhold any money that is to be passed through to the municipalities. There has been a lot of discussion the last two years about the State holding some of the money that goes to the municipalities but so far it has not occurred. This is expected to be a topic of discussion again this year or next year, and either could impact the FY14-15 budget. We have also assumed that there will not be any significant changes to the Sales Tax Code for the State. This was discussed last year and while some changes were made they were not

significant enough to negatively impact the Town's revenue. While this change will most likely occur in the future we have assumed for this budget that it will not occur this year.

## **FY 2014-2015 Budget Highlights**

### **I. REVENUE**

The revenues for FY14-15 are estimated to be \$26,726,307 (**See Exhibit A**). This is an increase from the \$25,573,387 that was approved in FY13-14. There is slight revenue increases projected in every category of the revenues for FY14-15. However, most of the increase is caused by the increases in interfund transfers, functionally related revenue, and the revenues associated with projects. The extra revenue generated from ad valorem taxes and operating grants also increased.

#### **Ad Valorem Taxes**

The largest revenue source for the Town is Ad Valorem Taxes (property taxes), which are derived from the tax base of the Town. We were optimistic that with the growth that occurred last year there would be a large increase in the tax base for FY14-15. While there was an increase it did not turn out to be as much as we hoped for. The increase in the tax base this year was slightly more than \$41.2 million. The tax base for FY14-15 is projected to be \$2,445,515,250. All of this increase is from property located in Forsyth County. The increase associated with Forsyth County is approximately \$41.7 million. Of this \$41.76 million, \$31.8 million is for real property (buildings, houses, etc.). Individual and Business Personal Property (equipment) increased \$20.8 million. The tax base for Guilford County actually decreased for FY14-15 in the amount of \$494,000. This decrease is likely the result of depreciation on equipment at the FedEx Ground Hub.

There is an assumption made this year with the Forsyth County portion of the tax base. This is the first year that the State has been responsible for collecting the property tax on motor vehicles and the first year they have been responsible for reporting it to the County. The projections for the motor vehicle portion of the tax base were \$21,965,959 less for FY14-15 than they were for FY13-14. It is the opinion of most everyone in the County that this number is inaccurate and when the final numbers are submitted by the State they will be equal to or greater than the tax base numbers for last year. Therefore, we used last year's tax base for motor vehicles when calculating the revenue due from motor vehicles for FY14-15.

#### **Sales and Use Tax**

The other main revenue source for the Town is the revenue from the Sales and Use Tax. This revenue source increased steadily from 1998-2007, seeing increases ranging from 4-15%. From 2007 to 2010 the revenues either decreased or remained

flat. Beginning in FY11-12 we observed a slight annual increase in the Sales and Use Tax revenues. The revenues have increased between 2-3.5% since then.

Based on the FY12-13 collections and NCLM estimates, we projected a slight increase of 3.7% for FY13-14. As it turns out, we anticipate that our collections for FY13-14 are going to be less than what we anticipated. For this reason, we are not projecting any substantial increase in Sales and Use Tax for FY14-15 based on the approved FY13-14 amount. We feel that this is the safest approach to take because of the fluctuation in the source.

As was the case last year, there are talks again this year in the NC General Assembly of revising the tax code. This could impact our revenues from this source in various ways. We will stay abreast of the issue and inform the Board of any potential changes to the budget

### **Unrestricted Governmental Revenue**

The Unrestricted Governmental Revenues source is the third largest revenue source for the Town. These are revenues that are collected by the State on our behalf and then passed through to us. The revenues that make up this category are the ABC Tax, Sales and Use Tax, Telecom Sales Tax, Utility Franchise Tax, Video Programming Tax, Rental Vehicle Tax and the Solid Waste Disposal Tax. The largest revenue source in this category is the Sales and Use Tax, as it accounts for more than half of the revenue generated by the category. This category is projected to increase slightly this year over what was approved for FY13-14.

Last year these revenue sources were under attack by the General Assembly. There was a lot of discussion about the State withholding several of these revenue sources either temporarily or permanently. Fortunately this did not occur. However, there is still discussion of this in the General Assembly and some of the key allies of the municipalities are no longer in the General Assembly. As with the Sales and Use Tax issue, we will stay informed of the issue and make the Board aware of any changes.

### **Rent from Town Property**

This revenue source is one that has not been discussed much in past budget years. However, it has become a significant source of revenue for the Town over the last several years and we feel that it should be mentioned. The Town currently collects rent on the following property: the communications tower at Public Services, tower land leases, the Library, the Recycling Center, Allegacy Federal Credit Union, the Chamber of Commerce building and the buildings on South Main Street (115-141S.Main) that were purchased in FY11-12.

For FY14-15 we are projecting the amount of rent on Town property to be \$448,107. This is a good source of revenue and it is equal to almost 2 cents on the tax rate. Though the Town definitely does not need to be in the rental business, the Town

is fortunate that it can generate revenues off the investments it has made for the future. All of the properties other than the buildings on South Main Street currently have leases in place that will extend through this year at a minimum. The occupancy rate for the buildings on South Main Street has been very good and we anticipate this to continue through the year.

### **Interfund Transfers**

Interfund transfers are revenue sources that occur when funds are transferred from any funds outside the General Fund into the General Fund. These transfers are not uncommon and are a normal part of the budget. However, this year there are three interfund transfers that are either new or larger than in previous years. This year we are recommending transferring \$79,928 that was a medical insurance rebate from the Capital Reserve Fund to the General Fund. This rebate was from FY13-14 and will not be available as revenue again. We are also recommending transferring an additional \$51,000 from the Stormwater Enterprise Fund to the General Fund for Community Development. We have not done this in previous years but with Community Development now managing more Stormwater work the transfer is justified. There is also a recommendation to increase the transfer from Stormwater to the General Fund for Engineering from \$20,000 to \$124,000. Some of this is project related and will not occur in future years.

### **Unassigned Fund Balance**

The Unrestricted General Fund is broken out into several categories. The Unassigned Fund Balance portion should be used as a “rainy day” fund and to cover expenses that occur mid-year that are not budgeted at the beginning of the year. The Town has always been conservative in its appropriation of the Unassigned Fund Balance and thus has maintained a healthy Fund Balance throughout the years.

For the last several years, beginning with FY09-10, the Town has initially budgeted a large amount from the unassigned fund balance of the General Fund to help cover the shortfall in the budget. In FY09-10 there was \$600,000 budgeted at the beginning of the year. At the end of the fiscal year \$437,000 was appropriated from the fund balance. In FY10-11 there was \$700,000 budgeted at the beginning of the year and none appropriated from fund balance at the end of the fiscal year. For FY11-12 we budgeted \$302,000 and spent \$1.4 million. However, \$1.2 million of that was for the property on South Main Street and was put back into the unassigned fund balance once the loan was finalized. In FY12-13 \$500,000 was appropriated from the fund balance but none was spent. However, those expenditures were carried over to FY13-14. The amount of fund balance appropriated for FY13-14 was \$397,654. Because of some carry over expenses from FY12-13 and some mid-year expenditures, we expect the amount of fund balance spent in FY13-14 to be much greater than the amount that was initially appropriated.

Though it is against our best judgment, we are again recommending an appropriation of the Unassigned Fund Balance for FY14-15. We are recommending an appropriation of about \$160,000. Again, we caution that the continued appropriation of fund balance as a revenue source cannot continue indefinitely. There is only so much money in the Unassigned Fund Balance of the General Fund and there is a policy regarding the percentage that must be kept in this account. If the balance becomes too low there will have to be steps taken to immediately increase it. Right now we are well above the threshold but continued appropriations will only decrease this amount.

## **II. EXPENSES**

Even though the Town is not required by NC General Statutes to provide any service other than building inspections, the Town of Kernersville is a full service provider. The Town currently has ten departments that provide services to the citizens: Governing Body, Administration, Fire/Rescue, Police, Public Services, Parks & Recreation, Community Development, Human Resources, Finance, and Information Systems. Through these departments the Town offers a full array of services to the citizens and businesses, ranging from permits and inspections to four full time Fire/Rescue stations.

The three largest departments are Police, Public Services and Fire/Rescue, in that order. Together they account for about 72% of the entire operating budget. These three departments also account for more than 75% of the employees of the Town.

The cost of the services provided by all these departments makes up the expenses of the Town. All of the services that the citizens enjoy are provided by one of these ten departments. These departments also provide many services that the some citizens may never use. Compared to other services and amenities that they may pay for, the citizens are definitely getting a great value for their investment. An analysis was conducted two years ago that compares other average monthly expenses to an average monthly tax bill. This comparison was based on the median priced home in Kernersville. Utilizing a similar comparison for FY14-15 that is based on FY13-14 tax rate, the data once again reflects that the citizens are actually getting a lot of services for their tax dollars (**See Exhibit B**).

### **Operating Expenses**

The expenses of the Town basically fall into two categories: Operating Expenses and Capital Expenses. The Operating Expenses are made up of several different areas, personnel related and operating/maintenance related. Both of these are necessary to perform the daily operations of the Town. This is usually the largest portion of the budget. Exhibit C shows the General Fund expenditures by department (**See Exhibit C**).

## **Personnel**

The employees are the Town's greatest asset as they provide the manpower for the services that all citizens enjoy. The Town has always operated with a smaller staff than many surrounding municipalities. FY10-11 marked the first time in many years that a reduction in force was necessary. This reduction in force was repeated in FY11-12 and again in FY12-13. By the end of FY12-13, the workforce had been reduced by nearly 10%.

This is the first year since FY10-11 that we are not recommending some changes to the workforce. We have both reduced the workforce and increased the workforce during the last four years, with the overall result being a net reduction. For this year, we feel that the workforce is at a level that is compatible with the workload.

## **Benefits and Salaries**

The employees are the most critical part of the Town operations. Our employees constantly go above and beyond the call of duty when providing services to the citizens. Their dedication to the Town and their job shows in everything they do. For this reason, it is important that we offer competitive wages and benefits so that we can retain them. We are always in competition with other municipalities and employers in the private sector to attract and retain good employees. The Town employees have always taken pride in their work and they have always done what was asked and more. The Town constantly receives compliments on its workforce and they always make the Town look good.

### ***COLA and Merit Increases/401K Contribution***

FY13-14 marked the first time in several years that the employees were offered a merit increase, as a 2% merit increase was offered. We were hopeful that a larger merit increase could be offered this year but we are not recommending one.

Though we are not recommending a merit or COLA increase this year, we are recommending a 401K contribution of 1% beginning January 1<sup>st</sup> 2015. The Town has not offered a 401K contribution in four years, and we felt like we should recommend one this year if at all possible. This will help out the employees with their retirement and will add some incentive for them to start contributing on their own. We are hopeful to be able to increase the contribution in future years and also add back the COLA and merit increases.

### ***Health Insurance***

The benefit package that the Town offers is competitive with other municipalities around us. The Town offers insurance coverage to the employee and the employee's family. For many years the employee did not have to pay for any of their coverage but they did pay a percentage of the dependent coverage. This changed in FY11-12 when the employees began paying for a portion of their insurance along with any dependent coverage expense.

Beginning in FY12-13 the employee contribution for their coverage was \$30/month if they participated in the wellness programs and \$45/\$60 month if they did not. The employees also paid about 50% of the premium for spouse coverage or child coverage. They paid about 40% for family coverage.

This year the renewal rates were extremely high. The projected increase in insurance cost for the Town's portion of the premiums was in excess of 20%. For this reason we are recommending some changes to the health insurance plan.

Beginning in FY14-15 we are recommending that employees contribute more toward the premium. We are recommending that employees pay \$40/\$55/\$70 monthly for employee only coverage. The amount they pay will depend on their participation level in the wellness program. This is only a \$10/month increase over what they currently pay. For employee and spouse coverage we are recommending that the employee pay 50% of the premium and the Town pay 50% of the premium. This will increase the employee's portion by \$12/month. For employee/children coverage we are recommending that the employee also pay 50% of the premium, resulting in an increase of \$33/month. The biggest change in the health insurance coverage is in family coverage. We are recommending that the employee pay 50% of the family coverage premium as well. This results in an increase of \$158/month, or about \$1900 a year. To make it more bearable for the employee we are recommending that for FY14-15 the increase is \$79/month and then the other \$79/month is added on beginning with FY15-16. This gives the employees time to make necessary changes because of their financial situation.

These recommended changes to the health insurance are necessary to help relieve some of the burden being placed on the Town. Though the burden being placed on the employees is significantly increased, we feel as though the employees are still offered a good plan at a competitive rate. We have compared Kernersville with other municipalities and we are in line with what they are doing with their health insurance.

### **Overtime**

Almost every department utilizes overtime throughout the year, from a few hundred dollars to over one-hundred thousand dollars for different departments. Beginning in FY11-12 we recommended that the majority of overtime be eliminated from all of the departments except the Fire/Rescue Department and the Police Department. We required compensatory time to be used as compensation for overtime. We did allocate a minimal amount of money for working special events.

We are recommending this again for FY14-15. However, we are recommending a slight increase in overtime in the Police Department, Fire/Rescue Department, and the Street Division. These are necessary because of the amount of time being worked and the difficulty of using compensatory time to compensate fully for it. The use of comp time has left these departments short staffed on some occasions in the past and we need to try and avoid that.

### **Salary Study/Developmental Pay**

Developmental Pay adjustments and the salary study were started in 2000. This pay plan is derived from the average salary range for like jobs in other municipalities our size. Developmental pay is designed so that an employee will be at the mid-point of the salary range within five years of being hired. An employee will receive pay adjustments each year if necessary to help move the salary closer to the mid-point.

Under the salary study we review 1/3 of the workforce every year and make adjustments to the salary grades as necessary. This is designed to make sure that the Town's salaries remain competitive with others. Through the salary study we make pay grade adjustments for employees and we also make pay adjustments for their positions. This helps retain the employees that are above mid-point or maximum for their respective pay grade. This program has been very successful so far and has given the Town a competitive pay plan for most positions.

The salary study and developmental pay plan have decreased the amount of turnover for the Town and helped improve employee morale. Therefore, we are recommending no changes to this process. Also, it is not possible to eliminate developmental pay for just one year because of the way the plan is structured. If it is eliminated this year then only the departments that are currently being studied will be impacted. To be fair to all employees, developmental pay would have to be eliminated for three years so that all Town employees are treated equally. This would then put us about three years behind in the adjustment of the pay scale and would cause our salaries to be out of line with other municipalities. This would result in having a tremendous increase all at once in order to bring our salaries in line with where they need to be. This is something that Greensboro and Winston-Salem are currently both experiencing.

### **Other Operating Expenses**

The recommended increase for the operating/maintenance category for FY14-15 is less than 3%, or about \$142,000. That is extremely low considering that many of the expenses in the category are not controlled by the Town (utilities, dues, fuel, etc.). For instance, the increase in utilities for Medical Parkway alone is \$47,000. This small increase indicates that the departments are holding the line or reducing the expenses that they do have control over. Other operating expenses that increased this year are the insurance and bonds and the unemployment insurance. The insurance and bonds increased slightly more than \$110,000 and the unemployment insurance increased about \$42,000. Both of these are fixed operating expenses and their cost is not controlled by staff.

There is also an increase in personnel costs this year. Though there are not any new employees recommended for FY14-15 there were three new police officers hired in FY13-14 mid-year. The salary and benefits for these officers will be fully absorbed in the FY14-15 budget and the cost is \$132,000.

## **Capital Expenses**

Capital Expenses primarily consist of capital equipment purchases and infrastructure purchases/improvements. While this is a large expense these items are usually purchased on an installment purchase plan and financed over a four year period or longer. This negates the need for a large one- time payment.

Like last year, this year the department heads were not allowed to request any new equipment even if they were paying something off. The department heads prioritized their requests and submitted them independent of the budget. The requests were then recommended for purchase based on need and available funding.

## **Equipment**

The Town has a five year Capital Improvement Plan plan that projects the equipment that should be replaced each fiscal year. Because of the struggling economy and tight budgets the last several years the Town fell behind in equipment replacement. While we have been able to replace some of the old and broken equipment, we have not replaced it all. The condition of some of the equipment that has not been replaced continues to worsen and we may have to replace some of it mid-year.

There are a few new pieces of equipment recommended in this year's budget. The equipment being recommended for replacement is either beyond its useful life, is mandated to be replaced, or is equipment we need to do the jobs more effectively and efficiently. The pieces of capital equipment discussed in the following sections will be purchased using the installment purchase method. Exhibit D shows the recommended Capital Purchases for FY14-15 and the justifications for each (**See Exhibit D**).

### ***Fire Rescue Equipment***

This year we are recommending some new equipment for the Fire/Rescue Department. One piece of this equipment will be to replace equipment that has reached its useful life and the other piece is to replace equipment that is outdated.

Fire/Rescue Department radios use technology that will soon be outdated. Beginning in FY12-13 we recommended replacing one-third of the radios each year for three consecutive years. This ensures superior communications without degradation or interruptions in service, which is highly critical in the performance of emergency services. In FY12-13 we replaced 21 radios in the Fire/Rescue Department and we replaced 24 radios in FY13-14. This year we are recommending replacing the remaining 16 radios and some of the accessory equipment that is used by the radios. This will have all of the radios in the Fire/Rescue Department utilizing the newer technology and communication will not be an issue.

We are also recommending replacing Engine 41. The current engine is a 1998 model. This engine has reached and exceeded its useful life and is now unreliable from

a usage standpoint. It has been out of service sixty three days in the last three years and it is averaging \$17,000 per year in repair costs. We will not sell this engine, rather we will move it to reserve status and ultimately sell the 1986 engine that is serving as a reserve unit.

### ***Police Equipment***

For about the last fifteen years, the Town has had a program in place to replace Police vehicles each year. For many years we replaced five to seven vehicles a year. This made the vehicle life cycle about nine to eleven years. In FY11-12 we increased the number of cars replaced to ten because several cars were no longer functional. In FY12-13 and FY13-14 we replaced five vehicles. This year we are recommending replacing six vehicles. With more than sixty vehicles in the Police Department the cars are twelve years old before they get replaced, provided we replace only five per year. It is our goal to get back to replacing seven to ten cars per year so that the life of the cars is shorter before they are replaced.

We are also recommending replacing the remaining radios in the Police Department. To date we have replaced two-thirds of the radios. Like the radios in the Fire/Rescue Department, these radios are using outdated technology. It is essential that our radios will work with current and future technology.

We are also recommending replacing the remaining in car computers/printers and several desktop computers. Some of these computers are operating on an old operating system that will no longer be supported at the end of the year. Federal guidelines do not allow us to use computers in the Police Department that use non-supported operating systems. We are also replacing the in car computers with more rugged computers and ones that use new software.

### ***Parks and Recreation Vehicles/Equipment***

This year we are recommending three new mowers, a reel mower and an out front rotary mower for Parks and Recreation. The mowers will replace the mowers that are currently being used in the department. The entire fleet is at least five years old and some are even older. We have done a comparison and it is our recommendation to lease these mowers for three years as opposed to buying them. These mowers wear out quickly and are usually worn out before we get done paying for them. By leasing them we will turn them in every three years and get new ones.

We are also recommending a vehicle for Parks and Recreation. This will be a vehicle for the administration employees to drive. Parks and Recreation currently uses a 1994 Crown Victoria for their vehicle and it is beyond worn out. They travel to many conferences and events during the year and drive a lot during the week so they need a reliable vehicle.

## Change in Service

As is the case every year, all services offered by the Town are periodically evaluated to determine if they can be offered in a way that is more beneficial to the citizens and the organization. Several service changes have occurred the last five years as a result of this analysis. However, this year we did not find any service that could be modified to save money while maintaining the high quality service our citizens deserve. Therefore, we are not recommending any changes in service in this year's budget.

### III. RECOMMENDATION FOR FY 14-15

In order to meet the needs of the citizens and continue providing the high quality services they deserve and desire, we are recommending a tax rate of **54.75 cents per \$100 valuation for FY14-15. This is an increase of 2 cents.** Exhibit E shows the Town's tax rate from 1995-2015 (**See Exhibit E**).

The recommendation of a tax increase is not something that is taken lightly. The Town has done everything possible to contain expenses and be prudent with the funds received from the taxpayers. In the last 20 years there have only been five tax increases. Two of these were to add the necessary increase to pay for the Road Bonds that were passed in 1997 and one was caused by the revaluation last year (though the tax rate was set below revenue neutral). Exhibit F shows the impact of a two cent increase on the median priced home and other homes in the Kernersville area (**See Exhibit F**). As you can see from the exhibit a 2 cent increase will cost the owner of a median priced home \$29 more per year.

As discussed earlier in the message the increases in many fixed operating costs (insurance/bonds, new police officers, operating/maintenance costs, unemployment insurance, etc.) have impacted the Town greatly. These, coupled with a flat growth in the tax base and the sales/use tax revenue, have made it difficult to continue operating at the level the Town needs to be operating. We do not foresee this trend changing in the next few years. Therefore we think it is critical and necessary to increase taxes this year and try to closer match our actual revenues with expenses.

The Board of Alderman does an excellent job planning for the future growth of Kernersville. Kernersville has remained competitive in the marketplace by keeping a low tax rate while providing high quality services. It is critical that Kernersville remains competitive during this economy. The tax rate being proposed for FY14-15 allows Kernersville to remain competitive in attracting and retaining business both now and in the future, while providing high-quality services that the citizens enjoy and deserve. In FY13-14 Kernersville had the lowest tax rate among the larger municipalities in the surrounding area. Even with a two cent increase Kernersville will be lower than all but one of them. Exhibit G shows the tax rate of surrounding municipalities (**See Exhibit G**).

#### **IV. Financial Position of the Town**

The Town has always strived to maintain a strong financial position. Previous Boards worked hard to ensure that the Town is not burdened with heavy long-term debt and low cash reserves. Because of these continued efforts, the unassigned fund balance of the Unrestricted General Fund has always been strong and the debt load fairly low for many years. Recognizing the Town's very strong fund balance and low debt burden, the Standard and Poor's rating agency upgraded the Town's general obligation bond rating from AA- to AA several years ago. We were upgraded again to an AA+ at the end of 2013. There are several indicators used to measure the financial position of municipalities, six of which are highlighted below. Exhibit H shows these indicators and the trend since 2008. The most recent indicators are based on FY12-13 information (**See Exhibit H**).

##### ***Service Obligation***

The service obligation of a town measures whether or not a government can pay for its annual operations through using its annual revenues. This measurement is done using an operations ratio, which is total revenues divided by total expenditures. Kernersville's operations ratio for FY12-13 was 107%. This means that we actually collected more revenue than we expended. This increased slightly from previous years primarily due to receipt of loan reimbursement proceeds and transfers in from other funds.

##### ***Dependency***

The indicator of dependency shows the extent to which a local government relies on other governments (i.e. Federal, State) for resources. Dependency is analyzed using the intergovernmental ratio, which is intergovernmental revenue divided by total revenue. This takes into account the unrestricted government revenue sources and some Town grants. If a municipality is heavily dependent upon other governments for resources, it may be hit very hard if funding agencies face difficult economic times and lower or eliminate financial support.

The intergovernmental ratio for the Town for FY12-13 was 32%, meaning that 32% of our total revenue comes from other government resources. Our dependency decreased slightly for FY12-13 because of a drop in the sales tax and telecommunications tax coupled with an increase in total revenue coming from property taxes. Our percentage is still in a very acceptable range and is similar to that of other municipalities.

Because of the uncertainty of funding from other government sources, a low ratio is preferred. An example of this is the Sales Tax Hold Harmless revenue. We depended on the revenue from this source for many years. When it was eliminated at the end of FY12-13 we were forced to balance the budget for FY13-14 without it. This left a big hole in the budget, but it could have been much worse if the Town was dependent on multiple sources that were eliminated. The more dependent we are on other government resources the larger the potential shortfall may be in the future. We

will continue to monitor this ratio and if it increases significantly we will alert the Board of Alderman.

### ***Financing Obligation***

The financing obligation of a Town is the amount of Town expenditures committed to annual debt service. This indicator is measured by the debt service ratio of the Town, which is debt service divided by total expenditures. For the Town this consists mainly of the installment purchase payments for the yearly capital purchases and also the long-term debt related to infrastructure projects.

The debt service ratio for the Town has ranged from 8% to 11% over the last seven years. The highest of these was FY08-09 at 11% and the lowest was FY05-06 at 8%. The variance is mainly dependent upon the amount of equipment purchased that year. The debt service ratio decreased to 9% in FY10-11 and has remained at 9%. This is due to a combination of debt retirement and less capital purchases. The bond rating agencies have cited a benchmark of no more than 20% for a local government. We are well within their requirements.

### ***Liquidity***

The liquidity measures the Town's ability to meet its short-term obligations and is determined by using a quick ratio, which is cash and investments divided by current liabilities. The Town's quick ratio is currently 8.71 times and has been in this range for the last five years. The Town is in a good position to meet all of its short-term obligations.

### ***Solvency***

The solvency is a measure of the Town's ability to meet long-term obligations and is calculated by determining the amount of fund balance available as a percentage of expenditures. When doing this calculation the entire General Fund is used in the calculations, not just the Unassigned portion of the General Fund. Over the last eight years the Town's solvency has ranged from a low of 26% in FY05-06 to a high of almost 43% in FY12-13, which is very good considering the recent economic downturn.

The Local Government Commission requires the available fund balance to be at least 8%; however they prefer that the Town is within the range of its peer municipalities, which is between 30-35%. In doing this calculation, only the Unassigned portion of the General Fund is used. The Town is currently at about 29%, which is well above the 8% and within range of our peer group.

### ***Leverage***

The Town's leverage measures the extent to which we rely on tax-supported debt and it is calculated by dividing the tax-supported, long-term debt by the assessed value. Since FY09-10 to FY12-13, the leverage has ranged from 20-23%. The leverage in FY12-13 was 23%, increasing slightly from 20% the year before. This indicates that either our debt has decreased, our assessed value has increased, or

possibly both. The slight increase in leverage for last year is due to the fact that debt increased more than ad valorem taxes collected.

Overall the Town is strong financially. We are well within the benchmarks that are set by the State and the bond rating agencies. We will continue to monitor our position on an ongoing basis and recommend any changes to the Board of Alderman.

## **V. FUTURE CONCERNS**

Beginning in FY09-10, this section was included in the Budget Message to inform the Board of Alderman of concerns regarding future Town budgets. Many of the past concerns have been addressed and they are no longer a major concern. However, some of them still remain and there are some new ones as well.

The biggest foreseeable concern in the future still deals with the revenues. Our revenues have been flat for the last couple of years and are being outpaced by the increases in fixed operating costs, or costs that are mostly fixed. We anticipate that for the next few years these costs will continue to increase at a greater rate than our revenues are increasing. This is going to force the Town to eliminate a complete service that is currently offered, drastically alter several services or implement another tax increase to help increase the revenue for the Town. None of these are good options but it is the reality we will be facing for the next several years. We are hopeful that the new tax base from the VA Clinic and other development will produce a significant amount of revenue but we also know that it is a few years away from being realized.

The revenue stream we receive from the State also adds concerns to the overall picture. There has been a lot of discussion in the General Assembly the last several years about withholding the money that is supposed to go to the municipalities. If this is done, it will impact our revenue stream significantly. There has also been a lot of discussion about changing the Sales and Use Tax distribution and the Sales Tax code. The Sales and Use Tax is the second largest revenue source for the Town so any negative change will have an impact on the budget. It is uncertain whether this will help or hurt Kernersville, but our opinion is that we can only hope to be even when the final changes are implemented. Depending on the changes with this source, we could be facing a very serious budgetary and service delivery problem.

Another big concern is the health insurance situation and Obamacare. We anticipate the cost of health insurance to continue increasing. The Town has been told that by 2018 the cost of providing health care through an outside provider may be too much for the Town to bear. If this is the case, the Town will have to look at alternative ways to provide health care for the employees. We are not sure what this coverage will cost or what the plan will look like but we are planning for it to be different in many ways. We will continue to work to provide good coverage to the employees for the best price possible and will make necessary adjustments in the future.

We are also concerned about some of the capital equipment that has not been purchased the last several years. While there are some new pieces of equipment recommended for purchase this year the majority of the equipment in the CIP for FY14-15 was not recommended and will not be purchased unless the Board approves a tax increase greater than the recommended 2 cents. Continuing to delay the purchase of this equipment will only decrease the services offered from a quality and time standpoint. It will also cost the Town more in the long run and will force a larger expenditure in future years.

Along with the concern about capital equipment not being purchased, we are also very concerned about the future infrastructure needs that are not being addressed but will have to be met. Most of these are very expensive items and they will have a major impact on the budget. The Town is currently faced with the task of replacing the communications system that is used by the PD. This expenditure is \$2.3 million, and it is something that must be done in order to provide 911 services in the future. The current system will not be supported at the end of this year so if ours breaks and cannot be repaired then it will have to be replaced. Another large expenditure that the Town is trying to work out is the replacement and relocation of Fire Station 42. We have needed to move this station for the last several years and this need has become more urgent with the new development in the southern area of Kernersville. This expense will be \$4 million or more. The public parking lots and parking lots at Town buildings are in need of resurfacing. One lot was scheduled for resurfacing this year and two more are scheduled in two years. We are not recommending the one for this year, which will cause it to be done about the same time as the others. The resurfacing of the public parking lots and the other facilities could approach \$1 million in cost. The facilities at many of the parks are in need of replacing and repairing and will present a problem in the next year or so. This will be another large expense. Also, like many previous years, we did not include any money in the FY14-15 budget for resurfacing of Town roads. There has been very little money spent on the roads in the last four years. Fortunately the roads were in decent shape from prior years. However, there are many roads that need resurfacing and this will be a necessity in future years. Prolonging it will only cost more when it comes time to do the job. These are just some of the larger capital expenses for infrastructure needs. There are many more in the CIP that need to be done and will have to be done in the next few years

Another concern that we have is the continued appropriation of the Unassigned Fund Balance of the General Fund to help balance the budget. We have been fortunate that the budgeted appropriation has not been spent in its entirety every year. We have drawn down the fund balance the last few years. It is a dangerous practice to continue using the fund balance to balance the budget. We must look at a tax increase so that the Town is actually generating enough revenue to balance the budget without continuously drawing from the fund balance. The Town cannot continue to draw from its savings to balance the budget. The revenues must match the expenses at some point.

The Board needs to be very aware that for the next few years the revenues will barely cover the fixed operating expenses of the Town, if they are able to do that. This means that there will be very little to no money in the budget for large capital expenditures. The Board needs to strongly consider placing a bond referendum on the 2016 ballot for approval by the voters. It is recommended that this bond include funding for a new fire station, a communication system, road resurfacing, public parking lot resurfacing, further development of Ivey Redmon Park, various park improvements, and possibly a new Public Services Administration building. Without a bond it is almost impossible for the Town to do any of these projects. There is almost no way to include these items in the normal operating budget because of their cost.

Kernersville has faced a difficult time for the last five years. The Board of Alderman and staff have both done an excellent job in getting the Town through these times while still providing top quality services to the citizens. The Town is facing more tough times this year and in future years and there will be many difficult choices that have to be made. We remain confident that these choices will be made as well as previous ones and that Kernersville will continue to thrive and prosper.

Respectfully submitted,

A handwritten signature in cursive script that reads "Curtis L. Swisher".

Curtis L. Swisher  
Town Manager

Note:

On June 24<sup>th</sup>, 2014 the Board of Alderman adopted the budget with the following changes to the draft budget presented on May 28<sup>th</sup> and June 3<sup>rd</sup> 2014. These changes are reflected in the Manager Recommended column in the final budget.

### **Expenses**

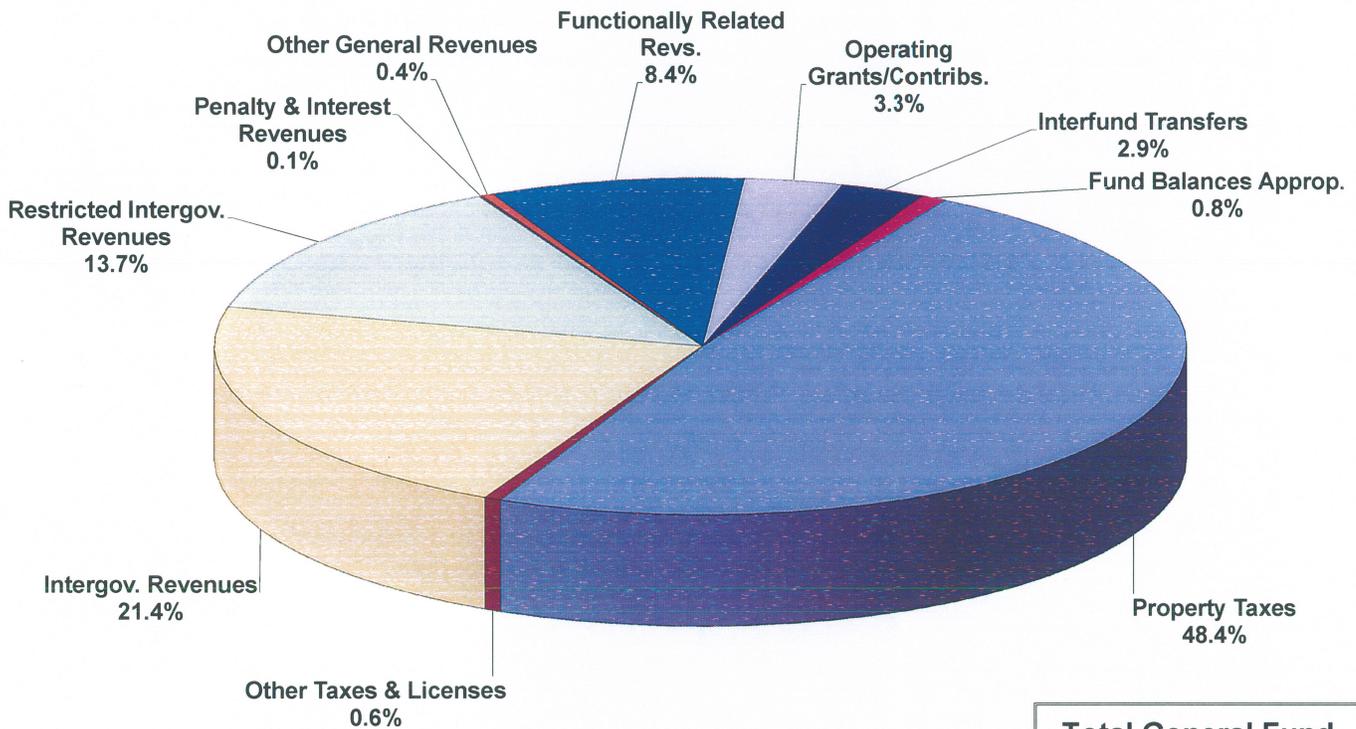
- Reduced Overtime for Sworn personnel in the Police Department by \$8,000
- Reduced the Building and Equipment line item in Parks and Recreation by \$5,000
- Reduced the Gasoline line item by \$7,000 and the Diesel Fuel line item by \$7,000 in Central Maintenance
- Added HVAC system as an expenditure for FY14-15. This increased expenses to \$27,354,415.

### **Revenue**

- Added \$9,500 in revenue for a fire contract with Walkertown
- Increased the revenue from Building Inspections by \$5,000
- Included the cost of the HVAC system in Instalment Purchase line item which increased total revenue to \$27,354,415
- Appropriated \$226,126 from Fund Balance
- Adopted a 1.5 cent increase in the tax rate. The adopted rate is 54.25 cents per \$100 valuation.

## EXHIBIT A

### GENERAL FUND REVENUES BY TYPE FISCAL YEAR 2014-15



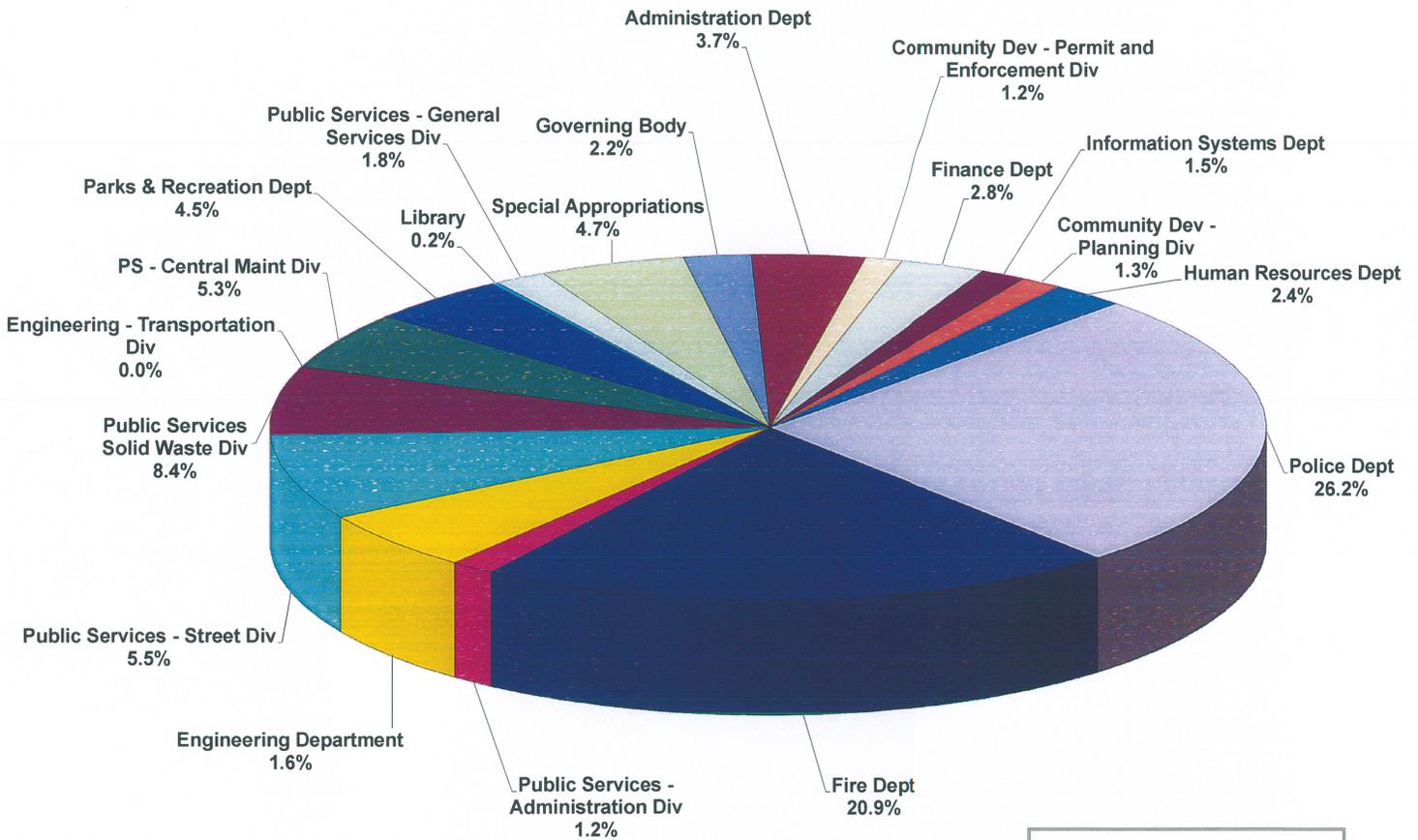
**Total General Fund  
Revenue for FY14-15  
\$27,354,415**

## Exhibit B: Comparison of Monthly Bills

Possible Resident Monthly Bills	Amount
Internet (Centurylink up to 10 Mbps)	\$ 39.95
Home Phone (Centurylink)	\$ 44.95
Cell Phone (Verizon-1 line with Unlimited Minutes and Messages, No Data)	\$ 58.00
Current Town Tax Bill (Median Single Family Owner @ 52.75 cent)	\$ 63.74
Time Warner Cable (Digital TV, 1 HD DVR Box and Service)	\$ 82.82
YMCA Membership (Kernersville Branch-Household w/ dependents)	\$ 91.00
Duke Power (all Electric-average of 900 kwh)	\$ 111.49
City of W-S Water/Sewer Usage (\$252 bi-monthly)	\$ 126.00
Gas for Car (30 miles/day, 25 mpg, \$3.59/gallon)	\$ 129.24
Car Payment (5 year loan on 2014 Honda Civic Sedan @ \$17,900)	\$ 329.58
House Payment (30 yr Fixed at 3.75% for \$145,000, 20% down)	\$ 535.87

### EXHIBIT C

## GENERAL FUND EXPENDITURES BY FUNCTION FISCAL YEAR 2014-15



**Total General Fund  
Expenditure for FY14-15  
\$27,354,415**

## EXHIBIT D: RECOMMENDED CAPITAL PURCHASES FOR FY 14-15

### JUSTIFICATION

#### FIRE DEPARTMENT

16 Radios, \$20,543 p/yr/5yrs

The radios currently used by the Fire Rescue Department will be obsolete in a few years and will not work with the current technology. Also, our current radios are not supported by Motorola and cannot be repaired when they break. This will be the last of the radios we need to replace to complete this process. This also includes some radio equipment other than radios.

Fire Engine, \$52,279 p/yr/10 yrs

The current engine is a 1998 model. This engine has reached or exceeded its useful life and is now unreliable. It has been out of service 63 times in the last three years and repair costs are averaging about \$17,000/ year. The new engine will replace the 1998 model and the 1998 model will be moved to a reserve unit.

#### POLICE DEPARTMENT

6 Police Cars, \$32,099 p/yr/5yrs

These cars will replace older model police cars with 110,000+ miles. The older ones are unreliable and have high maintenance costs.

18 Radios, \$18,393 p/yr/5yrs

The radios currently used by the officers will be obsolete in a few years and will not work with the current technology. Also, our current radios are not supported by Motorola and cannot be repaired when they break. This will be the last of the radios we need to replace to complete this process.

23 In-Car Computers and Printers  
and 12 Desktop Computers,  
\$21,207

These laptops will replace the old ones that are in the patrol vehicles and the old desktops used in the department. Federal guidelines do not allow us to use computers in the Police Dept. that use non-supported operating systems. These laptops are also more rugged than the old ones, giving them a longer life.

## **PARKS AND RECREATION DEPARTMENT**

Lawn Mowers, \$27,000

This is a 3 year lease and not an installment purchase. We are recommending replacing a reel mower, a front cut rotary mower and three zero turn mowers. The five pieces of equipment that are being replaced are five or more years old and are worn out and needing constant repair. We are recommending leasing this time because it allows us to turn the mowers in after three years and get new ones. Rotating out every three years allows us to have more reliable mowers and do the job more efficiently.

Admin Vehicle, \$4,066 p/yr/5yrs

Parks and Recreation currently uses a 1994 Crown Victoria as the vehicle for administration employees to drive. This vehicle was worn out when they took possession of it and it is in worse condition now. Parks and Recreation has many classes and seminars to attend each year and they also drive many miles during the day. They need a reliable vehicle for their use.

**Exhibit E: Kernersville's Tax Rate FY 1995-96 to Current**

<b>Tax Year</b>	<b>FY End</b>	<b>Tax Rate</b>
1995	1996	0.56
1996	1997	0.56
1997*	1998	0.52
1998	1999	0.52
1999	2000	0.52
2000	2001	0.54
2001*	2002	0.47
2002	2003	0.495
2003	2004	0.495
2004	2005	0.525
2005*	2006	0.525
2006	2007	0.55
2007	2008	0.55
2008	2009	0.55
2009*	2010	0.4975
2010	2011	0.4975
2011	2012	0.4975
2012	2013	0.4975
2013*	2014	.5275
2014	2015	.5475 (proposed)

\* Revaluation Year

### Exhibit F: Impact of a 2 Cent Tax Increase

Home Value	Yearly Increase In Taxes
\$145,000*	\$29
*(median home value)	
\$100,000	\$20
\$200,000	\$40
\$300,000	\$60
\$400,000	\$80
\$500,000	\$100

### Exhibit G: Current Tax Rate of Surrounding Municipalities

Jurisdiction	Tax Rate
Guilford County	0.77
Reidsville	0.71
High Point	0.675
Forsyth County	0.7168
Greensboro	0.6325
Eden	0.6090
Lexington	0.60
Burlington	0.58
Thomasville	0.56
Asheboro	0.55
<b>Kernersville</b>	<b>0.5475 (proposed)</b>
Winston Salem	0.53

# EXHIBIT H KERNERSVILLE'S FINANCIAL POSITION

## North Carolina Financial Condition Analysis

Key: **KERNERSVILLE** ■

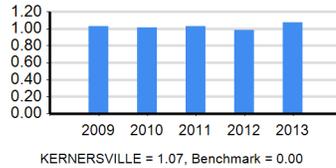
### General Fund

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#### Resource Flow

##### Service Obligation

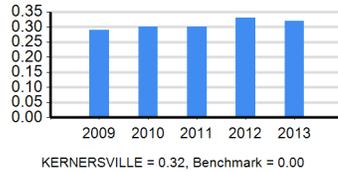
Operations ratio



Service obligation measures whether or not a government's annual revenues were sufficient to pay for annual operations. The operations ratio is calculated as total revenues divided by total expenditures (plus transfers to debt service fund).

##### Dependency

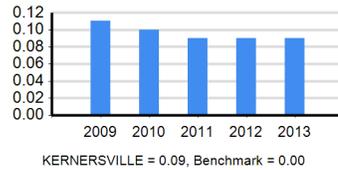
Intergovernmental ratio



Dependency measures the extent to which a government relies on other governments for resources. The intergovernmental ratio is calculated as total intergovernmental revenue divided by total revenue.

##### Financing Obligation

Debt service ratio

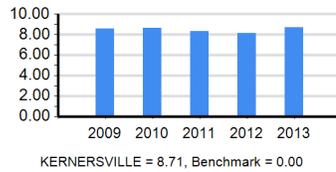


Financing obligation addresses service flexibility or the amount of expenditures committed to annual debt service. The debt service ratio is calculated as debt service divided by total expenditures (plus transfers to debt service fund).

#### Resource Stock

##### Liquidity

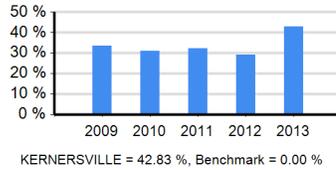
Quick ratio



Liquidity measures a government's ability to meet its short-term obligations. The quick ratio is calculated as cash & investments divided by current liabilities.

##### Solvency

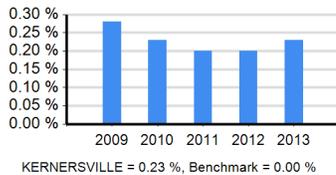
Fund balance available as percentage of expenditures



Solvency measures a government's ability to meet long-term obligations. Fund balance as a percentage of expenditures is calculated as available fund balance divided by expenditures plus transfers out.

##### Leverage

Debt as percentage of assessed value



Leverage measures the extent to which a government relies on tax-supported debt. The ratio of debt as a percentage of assessed value is calculated as tax-supported, long-term debt divided by assessed value.

## General Fund Revenues

### Revenues Detailed

2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Property Taxes</b>							
Ad Valorem Taxes	\$12,673,695	\$12,428,751	\$12,428,751	\$12,055,888	\$13,161,580	\$13,041,383	\$13,041,383
Ad Valorem Taxes - Prior Yrs.	211,352	197,925	197,925	197,500	211,000	211,000	211,000
<b>Subtotal Property Taxes</b>	<b>12,885,047</b>	<b>12,626,676</b>	<b>12,626,676</b>	<b>12,253,388</b>	<b>13,372,580</b>	<b>13,252,383</b>	<b>13,252,383</b>
<b>Other Taxes &amp; Licenses</b>							
Local Vehicle Fee	88,998	88,000	88,000	88,000	89,000	89,000	89,000
Local Vehicle Fee - Prior Yrs.	10,446	10,500	10,500	10,500	11,100	11,100	11,100
Cable/Video Programming Revs.	52,081	51,510	51,510	51,500	52,000	52,000	52,000
<b>Subtotal Other Fees</b>	<b>151,524</b>	<b>150,010</b>	<b>150,010</b>	<b>150,000</b>	<b>152,100</b>	<b>152,100</b>	<b>152,100</b>
<b>Unrestricted Intergov'tal Revs.</b>							
Alcoholic Bev. Tax - County	267,468	255,000	255,000	273,352	278,353	278,353	278,353
Alcoholic Bev. Tax - State	96,019	68,340	68,340	98,131	98,848	98,848	98,848
Rental Vehicle Fees	45,997	29,700	29,700	45,000	45,000	45,000	45,000
Sales Tax Hold Harmless	644,336	0	330,717	330,716	0	0	0
Sales and Use Tax	3,702,977	3,953,899	3,953,899	3,806,146	3,976,572	3,976,572	3,976,572
Telecom Sales Tax	269,724	260,739	260,739	252,192	260,700	260,700	260,700
Utility Franchise Tax	897,127	918,834	918,834	910,584	924,041	924,041	924,041
Video Program	257,625	251,230	251,230	255,049	252,499	252,499	252,499
Solid Waste Disposal Tax	13,396	18,000	18,000	21,775	24,000	24,000	24,000
<b>Subtotal Unrestricted IG Revs.</b>	<b>6,194,669</b>	<b>5,755,742</b>	<b>6,086,459</b>	<b>5,992,945</b>	<b>5,860,013</b>	<b>5,860,013</b>	<b>5,860,013</b>
<b>Restricted Intergov'tal Revs.</b>							
CCUC Bond Reimbursement	0	0	0	0	0	0	0
CCUC Rate Differential Reimbursement	0	0	0	0	0	0	0
Loan for Installment Purchases	1,905,050	1,872,750	1,872,750	1,872,750	4,225,150	1,584,650	1,584,650
Federal Emergency Mgmt.	0	0	0	0	0	0	0
Federal Homeland Safety-Fire	18,978	0	0	0	0	0	0
Federal Homeland Safety-FF-32101	0	0	0	0	0	0	0
Federal Bullet Proof Vest Partnership	4,404	2,000	2,000	6,762	2,000	2,000	2,000
Gov. Highway Safety Program	9,084	0	0	0	0	0	0
Gov. Hwy Safety Grant-Forsyth CO.DWI	62,316	31,200	31,200	47,825	28,348	28,348	28,348
Gov. Hwy Safety Grant	0	0	0	15,278	0	0	0
Org. Crime Drug Enf. Task Force	8,516	1,500	1,500	4,669	1,500	1,500	1,500
Immigration Customs Enforcement Grant	1,162	1,000	1,000	1,061	0	0	0
Gov. Crime Commission Grant	0	0	0	9,570	0	0	0
Gov. Crime Commission Grant-GREAT	0	0	0	1,200	0	0	0
Powell Bill	635,636	614,930	614,930	642,857	649,286	649,286	649,286
DENR- Urban & Comm. Forestry Grant	0	0	0	0	0	0	0
DENR- Urban & Comm. Forestry Grant #2	2,823	0	0	0	0	0	0
NC Dept. of Pollution Grant	0	0	0	0	0	0	0
State Reimbursement - DENR	67,500	25,000	25,000	25,000	0	0	0
Due fr. NCDOT	471,300	0	0	0	0	0	0
Due fr. NCDOT - School St Sidewalk	46,576	0	0	0	0	0	0
Due fr. NCDOT - Piney Grove Widening	0	196,800	1,120,800	920,800	370,000	370,000	370,000
Due fr. NCDOT - Union Cross Turn-Ln	100,671	0	0	0	0	0	0
Due fr. NCDOT - W. Mountain Turn Lane/Sidewalk	0	30,000	30,000	30,000	170,604	170,604	170,604
Due fr. NCDOT - Roundabout Og/Emt	0	0	0	0	0	0	0
Due fr. NCDOT - Bus 40 Interchange	164,216	0	0	0	0	0	0
Due fr. NCDOT - N. Cherry Sidewalk	0	20,000	0	0	0	0	0
Due fr. NCDOT - S. Main/Century Place Sidewalk	0	0	0	0	55,884	55,884	55,884
Due fr. NCDOT - Senior Shuttle	0	27,000	27,000	27,000	29,700	29,700	29,700
Due from Metro Planning Org.	0	0	0	0	0	0	0
Due from MPO-Reedy Fork	0	40,000	40,000	40,000	47,500	47,500	47,500
Due fr. CCUC - Project Reimbursement	0	0	0	0	0	0	0
Due fr. CCUC - Sanitary Sewer	0	0	148,000	148,000	128,000	128,000	128,000
Due fr. CCUC - Sanitary Sewer Brookford Rd/Hospital	41,600	113,000	671,000	0	671,000	671,000	671,000
Due fr. CCUC - Wastewater Treat. Plant Durham St.	0	0	0	0	0	0	0
Due fr. CCUC - Duffield Court	1,114	0	0	0	0	0	0
Due fr. Pope Co/Angel Rd	22,101	0	0	0	0	0	0
City of W-S Grants - S. Main Traffic Study	0	0	0	0	0	0	0
Due fr. Forsyth County - Reedy Fork	0	10,000	10,000	10,000	0	0	0
Due fr. WS/FC School - School St Sdwk	0	0	0	0	0	0	0
<b>Subtotal Restricted IG Revs.</b>	<b>3,563,047</b>	<b>2,985,180</b>	<b>4,595,180</b>	<b>3,802,772</b>	<b>6,378,972</b>	<b>3,738,472</b>	<b>3,738,472</b>
<b>Penalty &amp; Interest Revenues</b>							
Interest on Escrow	873	350	350	200	350	350	350
Interest on Investments	10,876	10,300	10,300	5,000	10,300	10,300	10,300
Interest/Penalties Property taxes	46,237	21,000	21,000	21,000	21,000	21,000	21,000
Interest on Powell Bill funds	170	260	260	567	567	567	567
<b>Subtotal Pen. &amp; Interest Revs.</b>	<b>58,155</b>	<b>31,910</b>	<b>31,910</b>	<b>26,767</b>	<b>32,217</b>	<b>32,217</b>	<b>32,217</b>
<b>Other General Revenues</b>							
Miscellaneous Revenues	50,154	63,000	63,000	26,000	30,000	30,000	30,000
Miscellaneous Reclaim	0	0	0	0	0	0	0
Sale of Fixed Assets	107,250	125,000	125,000	125,000	75,000	75,000	75,000
Sale of Unclaimed Property	0	0	0	0	0	0	0
<b>Subtotal Other General Revs.</b>	<b>157,403</b>	<b>188,000</b>	<b>188,000</b>	<b>151,000</b>	<b>105,000</b>	<b>105,000</b>	<b>105,000</b>
<i>Continued on next page</i>							

**General Fund Revenues**

**Revenues Detailed**

<b>Classification</b>	<b>Actual FY 12-13</b>	<b>Approved FY 13-14</b>	<b>Revised FY 13-14</b>	<b>Estimated FY 13-14</b>	<b>Dept'al Request FY 14-15</b>	<b>Manager Recom. FY 14-15</b>	<b>Board Approved FY 14-15</b>
<b>Functionally Related Revs.</b>							
Miscellaneous - Police Dept.	\$2,960	\$2,000	\$2,000	\$2,700	\$2,000	\$2,000	\$2,000
Miscellaneous - Solid Waste	90,713	95,860	95,860	92,550	90,400	90,400	90,400
Parking Fines	1,825	500	500	375	100	100	100
Fire Code	0	0	0	0	0	0	0
Zoning Fines	0	0	0	0	0	0	0
Building Inspections	269,514	165,000	165,000	223,474	235,000	235,000	235,000
Commercial Industrial Collection	677,523	700,900	700,900	716,340	717,000	717,000	717,000
Commercial Industrial Late Fee	2,590	3,600	3,600	3,600	3,600	3,600	3,600
Court Facility Fees	17,367	16,000	16,000	19,000	16,000	16,000	16,000
Court Officer Fees	7,940	7,000	7,000	8,200	7,000	7,000	7,000
Special Occ. Permit-Precious Metals	702	650	650	1,380	650	650	650
Driveway Permits	2,400	1,700	1,700	1,700	1,700	1,700	1,700
Environmental Compliance Fees	0	3,000	3,000	3,000	3,000	3,000	3,000
Fire Inspection Fees	33,272	16,000	16,000	39,000	36,000	36,000	36,000
Homeowner Recovery Fee	39	22	22	39	39	39	39
Off-Duty Police Officer Fee	93,681	40,000	40,000	48,550	55,000	55,000	55,000
Peddler License	1,150	200	200	200	200	200	200
Recreation Revenues	201,578	240,100	240,100	211,428	240,000	240,000	240,000
Recycling Fees - Current Year	206,483	204,832	204,832	207,944	209,142	209,142	209,142
Recycling Fees - Prior Years	3,038	1,250	1,250	1,250	1,250	1,250	1,250
Rent on Dumpsters	68,428	70,500	70,500	74,500	74,800	74,800	74,800
Rent on Recycling Dumpsters	7,517	8,100	8,100	8,160	8,100	8,100	8,100
Rent on Town Property	181,890	182,000	182,000	182,000	169,007	169,007	169,007
Rent on Library - Forsyth Co.	80,548	80,548	80,548	80,548	84,600	84,600	84,600
Rent on Communication Towers	105,727	160,000	160,000	160,000	194,500	194,500	194,500
Road Development Fees	0	0	0	0	0	0	0
Road Development Fees (Single Family)	1,998	1,465	1,465	1,466	2,932	2,932	2,932
Recreational Land Fees	798	585	585	586	1,172	1,172	1,172
Street Lighting Reimbursements	5,364	5,364	5,364	5,364	5,364	5,364	5,364
Street Signs	0	1,400	1,400	500	1,400	1,400	1,400
Subdivision Fees	5,780	1,000	1,000	1,000	1,000	1,000	1,000
External Plan Reviews	6,460	0	0	0	0	0	0
Annual Yard Waste Cart Fee	107,010	109,000	109,000	109,020	108,420	108,420	108,420
Utility Access Fees	3,993	2,928	2,928	2,928	2,928	2,928	2,928
Utility Cut Permits	2,720	700	700	6,000	4,000	4,000	4,000
Watershed Fees	6,750	3,000	3,000	3,000	3,000	3,000	3,000
Yard Waste Container Sales	4,080	4,500	4,500	4,500	4,500	4,500	4,500
Extra Solid Waste Containers Sales	40,263	0	0	0	0	0	0
Zoning Fees	40,263	20,000	20,000	35,000	25,000	25,000	25,000
<b>Subtotal Other General Rev.</b>	<b>2,282,364</b>	<b>2,149,704</b>	<b>2,149,704</b>	<b>2,255,302</b>	<b>2,308,804</b>	<b>2,308,804</b>	<b>2,308,804</b>
<b>Operating Grants/Contribs.</b>							
Medical Loss Ratio Rebate	67,049	0	25,656	25,656	0	0	0
Contrib. - Police Dept.	0	0	0	0	0	0	0
Contrib. - Community Appearance	5,714	0	0	0	0	0	0
Contrib. - Fire Dept.	250	750	750	350	350	350	350
Contrib. - Recreation	0	0	0	0	0	0	0
Due fr. - Medical Self-Ins. Fund	0	0	0	25,656	0	0	0
Contracted Fire Services	0	0	0	0	0	9,500	9,500
Due fr. Forsyth Co. Sch. Res. Officer	292,723	285,691	285,691	297,290	296,000	378,000	378,000
Due fr. CCUC - N. Main St.	0	0	0	0	0	0	0
Due fr. CCUC - Revolve. Loan	525,840	516,160	516,160	516,160	506,480	506,480	506,480
<b>Subtotal Operating Grants</b>	<b>891,577</b>	<b>802,601</b>	<b>828,257</b>	<b>865,112</b>	<b>802,830</b>	<b>894,330</b>	<b>894,330</b>
<b>Interfund Transfers</b>							
Trans. fr. Stormwater Fund - Street	133,410	133,410	133,410	133,410	133,410	133,410	133,410
Trans. fr. Stormwater Fund - San.	157,500	168,500	168,500	168,500	168,500	168,500	168,500
Trans. Fr. Stormwater Fund - Eng.	25,000	20,000	20,000	20,000	124,000	124,000	124,000
Trans. Fr. Stormwater Fund - Rent	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Trans. Fr. Stormwater Fund - Com. Devel.	0	0	0	0	51,000	51,000	51,000
Trans fr. JAG Fund Equity	0	0	0	0	0	0	0
Trans fr. TET Fund Equity	0	0	0	0	0	0	0
Trans. Fr. SWEF - Central Maintenance	3,211	0	0	0	0	0	0
Trans fr. Capt. Reserve I.O.I.	255	0	0	0	0	0	0
Trans fr. Capt. Reserve Fund - Transportation	0	0	351,900	351,900	56,622	56,622	56,622
Trans. Fr. CRF - Group Insurance Expense	0	0	0	0	79,928	79,928	79,928
Trans. fr. Occup. Tax - Recr.	35,000	35,000	35,000	35,000	26,510	26,510	26,510
Trans fr. LLEFSL-GHSP MATCH	0	0	0	0	0	0	0
Trans. fr. TCPO Fund - Project Labor	0	0	0	0	0	0	0
Trans. fr. Stormwater	0	0	0	0	0	0	0
Trans fr. Kerner Mill Greenway CPO - Project Lab	34,667	104,000	34,667	34,667	120,000	120,000	120,000
<b>Subtotal Interfund Transfers</b>	<b>414,043</b>	<b>485,910</b>	<b>768,477</b>	<b>768,477</b>	<b>784,970</b>	<b>784,970</b>	<b>784,970</b>
<b>Fund Balances Approp.</b>							
Fund Balance Appropriated	0	397,654	700,732	608,572	158,321	226,126	226,126
* Fund Balance Unassigned	7,733,398	7,335,744	7,032,666	7,127,826	6,969,505	7,006,440	7,006,440
* Not Included In Totals							
<b>Totals</b>	<b>26,597,830</b>	<b>25,573,387</b>	<b>28,125,405</b>	<b>26,874,335</b>	<b>29,955,807</b>	<b>27,354,415</b>	<b>27,354,415</b>

<b>General Fund Expenditures</b>							
<b>2014-15 Annual Budget</b>							
<b>By Department</b>							
<b>Classification</b>	<b>Actual FY 12-13</b>	<b>Approved FY 13-14</b>	<b>Revised FY 13-14</b>	<b>Estimated FY 13-14</b>	<b>Dept'al Request FY 14-15</b>	<b>Manager Recom. FY 14-15</b>	<b>Board Approved FY 14-15</b>
Governing Body	\$493,647	\$472,324	\$486,651	\$514,800	\$606,284	\$597,224	\$597,224
Administration Department	284,272	868,878	827,022	333,376	996,942	1,001,387	1,001,387
Community Dev - Permit/Enforcement Division	335,026	308,019	308,229	317,456	312,463	324,338	324,338
Finance Department	716,343	766,738	775,883	746,124	776,539	769,262	769,262
Information Systems Department	368,244	478,329	478,465	479,902	448,795	409,321	409,321
Community Development - Planning Division	457,443	343,451	347,516	349,716	371,295	361,974	361,974
Human Resources Department	538,666	616,042	616,674	598,571	689,477	661,352	661,352
Police Department	6,449,012	6,512,821	6,546,753	6,566,633	9,992,102	7,174,127	7,174,127
Fire Department	4,992,413	6,007,528	6,056,738	6,079,530	5,767,703	5,709,965	5,709,965
Engineering Department	237,271	320,914	919,175	778,747	1,532,226	1,519,662	1,519,662
Public Services - Street Division	1,491,279	1,521,881	1,952,434	2,158,083	2,694,696	2,178,533	2,178,533
Public Services - Solid Waste Division	2,625,823	1,786,124	1,831,823	1,828,798	1,760,102	1,746,973	1,746,973
Engineering - Transportation Division	1,039,421	727,033	1,983,179	1,230,084	0	0	0
Parks & Recreation Department	1,268,437	1,239,737	1,261,084	1,259,673	1,454,726	1,241,771	1,241,771
Public Services - Library	45,153	58,718	60,840	55,778	59,332	59,332	59,332
Public Services - General Services Division	444,756	445,739	509,021	483,129	684,149	456,847	456,847
Special Appropriations	1,926,386	1,344,892	1,365,452	1,365,452	1,323,459	1,288,459	1,288,459
Public Services - Administration Division	324,043	335,841	336,018	337,192	401,873	390,529	390,529
Public Services - Central Maintenance Division	1,274,984	1,460,378	1,462,448	1,391,288	1,503,560	1,463,359	1,463,359
<b>Totals</b>	<b>25,312,618</b>	<b>25,615,388</b>	<b>28,125,405</b>	<b>26,874,335</b>	<b>31,375,724</b>	<b>27,354,415</b>	<b>27,354,415</b>

# GOVERNING BODY

## GOALS & OBJECTIVES FY 2014-15

It is the mission of the Governing Body of the Town of Kernersville to continue to improve the quality of life for each citizen through proper planning and growth and by providing excellent service and protection at a cost affordable to all.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Continue to maintain the quality of life currently enjoyed by our citizens by providing a high level of services and seeks ways to enhance these services and the quality of life.
2. Have planned and managed quality growth and development.
3. Pursue and support economic development opportunities by increasing the tax base, maintaining a stable tax rate, and working with developers to develop Kernersville.
4. Continue to actively pursue improvements to the Transportation system in and around the Town to relieve the existing and future pressures on our current road network. Work with NCDOT for possible grant funding.
5. Continue to follow the CIP as closely as possible in order to ensure quality equipment and infrastructure for the future.
6. Continue to offer funding assistance to non-profit organizations.
7. Analyze options for beginning several large infrastructure related projects.
8. Continue to foster a good working relationship with officials and representatives from other agencies and municipalities.

## Governing Body

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Fees Paid to Elected Officials	\$16,600	\$16,800	\$16,800	\$16,800	\$16,800	\$16,800	\$16,800
Expense Allowance	300	6,300	6,300	6,300	6,300	6,300	6,300
FICA tax expense	1,752	1,767	1,767	1,767	1,767	1,767	1,767
Group Insurance Expense	5,435	7,780	7,780	7,780	6,171	5,891	5,891
Unemployment Insurance	0	0	0	83	168	168	168
<b>Subtotal Personnel</b>	<b>24,087</b>	<b>32,647</b>	<b>32,647</b>	<b>32,730</b>	<b>31,206</b>	<b>30,926</b>	<b>30,926</b>
<b>Operating and Maintenance</b>							
Professional Services	0	500	500	500	500	500	500
Legal Expense	211,864	170,000	170,000	197,380	170,000	170,000	170,000
Telephone & Postage	87	500	500	500	400	400	400
Printing	373	550	550	550	550	550	550
Travel	3,536	4,300	4,300	5,500	4,916	4,916	4,916
Election Expense	0	10,266	10,266	10,266	10,266	10,266	10,266
Advertising	1,617	1,500	4,000	5,000	2,500	2,500	2,500
Departmental Sup. & Mat.	5,850	1,500	2,950	1,500	1,500	1,500	1,500
Contracted Services	19,871	5,550	5,550	5,550	3,700	3,700	3,700
Contracted Services - Christmas	13,965	10,000	10,000	10,000	15,000	10,000	10,000
Dues - Council of Government	4,856	4,994	4,994	4,994	5,003	5,003	5,003
Dues - Institute of Government	2,511	2,640	2,640	2,640	2,723	2,723	2,723
Dues - NLC and NCLM	18,403	19,553	19,553	19,553	20,968	20,968	20,968
Dues - Piedmont Partnership	3,780	3,780	3,780	3,780	3,780	0	0
Insurance and Bonds	5,591	5,866	5,866	5,866	6,172	6,172	6,172
Miscellaneous	3,218	2,000	2,000	2,000	2,000	2,000	2,000
<b>Subtotal Operating</b>	<b>295,523</b>	<b>243,499</b>	<b>247,449</b>	<b>275,579</b>	<b>249,978</b>	<b>241,198</b>	<b>241,198</b>
<b>Other Improvements</b>							
Capital Outlay - Economic Development	7,500	0	0	0	0	0	0
Econ. Develop. - Chamber	0	31,250	31,250	31,250	31,250	31,250	31,250
Econ. Develop. - Downtown	23,750	0	0	0	0	0	0
Econ. Develop TBP/Infr. Reimb.	44,488	50,783	50,783	50,783	55,000	55,000	55,000
Econ. Develop Deere Hitachi/Infr. Reimb.	0	0	0	0	110,000	110,000	110,000
<b>Subtotal Capital Outlay</b>	<b>75,738</b>	<b>82,033</b>	<b>82,033</b>	<b>82,033</b>	<b>196,250</b>	<b>196,250</b>	<b>196,250</b>
<b>Special Appropriations</b>							
Community Appearance	4,222	2,600	12,977	12,977	2,600	2,600	2,600
Arts Council Grant	750	750	750	750	750	750	750
War Memorial Foundation Grant	10,000	0	0	0	0	0	0
Kernersville Cares for Kids Grant	3,250	4,765	4,765	4,765	6,500	6,500	6,500
Housing Grant Match	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Shepherd Center Grant	7,500	11,000	11,000	11,000	15,000	15,000	15,000
Sister City Program Expense	1,044	1,530	1,530	1,530	2,100	2,100	2,100
Senior Services	0	0	0	0	10,000	10,000	10,000
<b>Subtotal Other</b>	<b>28,766</b>	<b>22,645</b>	<b>33,022</b>	<b>33,022</b>	<b>38,950</b>	<b>38,950</b>	<b>38,950</b>
<b>Installment Purchase</b>							
Installment Purchase	69,533	91,500	91,500	91,436	89,900	89,900	89,900
<b>Subtotal Installment Purchase</b>	<b>69,533</b>	<b>91,500</b>	<b>91,500</b>	<b>91,436</b>	<b>89,900</b>	<b>89,900</b>	<b>89,900</b>
<b>Totals</b>	<b>493,647</b>	<b>472,324</b>	<b>486,651</b>	<b>514,800</b>	<b>606,284</b>	<b>597,224</b>	<b>597,224</b>

**Governing Body Department - Capital Outlay**

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Administrative Buildings	Third of fifteen annual payments	\$89,900
<b>Subtotal Installment Purchase</b>		<b>89,900</b>
<b>Capital Outlay - Infrastructure (I.P.) *</b>		
<b>Subtotal Capital Outlay - Infrastructure (I.P.) *</b>		<b>0</b>
<b>Capital Outlay - Land (I.P.)</b>		
<b>Subtotal Capital Outlay - Land (I.P.)</b>		<b>0</b>
* Item(s) is being paid for under installment purchase financing.		

# ADMINISTRATION DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

The Town of Kernersville is dedicated to ensuring the health, safety and well-being of our citizens. This mission is accomplished by managing the Town's resources efficiently and effectively in the provision of services for a growing, thriving community.

The Administration Department serves to develop an organization that is responsive to the desires of the Board of Aldermen and the needs of the citizens. Emphasis is placed upon formal and informal communication with the citizens, Governing Body, Department Heads and employees to assure that organizational goals are established and met.

The Administration Department is composed of: Town Manager, Assistant to the Town Manager/ Town Clerk and Deputy Town Clerk.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Aid the Board of Aldermen in determining priorities necessary to prepare the Town for the short-term and long-term future.
2. Monitor the Town's finances in order to maintain a healthy financial position.
3. Continue to provide an open and transparent government to the citizens at all levels.
4. Assist the Mayor and the Board of Aldermen through the Appointments Process, working closely with the Board of Aldermen Nominations Committee, to encourage wide citizen participation in local government policy-making and goal setting.
5. Continue to ensure the historical and legal integrity of Town records through preservation and archival of official records into a central database that can be accessed by Town Officials and citizens.
6. Work with the Board of Aldermen on a potential bond referendum for 2016.
7. Work with the Finance Department to restructure the debt on the existing road bonds.
8. Work with all departments to further expand and improve the annual benchmarking and performance measurement report.
9. Continue to work with other departments in seeking ways to improve efficiencies in operations.

## Administration Department

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$194,621	\$195,988	\$196,050	\$200,179	\$203,175	\$211,420	\$211,420
Salaries & Wages - Temp/PT	1,166	0	0	0	0	0	0
Salaries & Wages - Overtime	0	0	0	0	0	0	0
Automobile Allowance	6,000	6,000	6,000	6,000	6,000	6,000	6,000
FICA Tax Expenses	14,974	15,452	15,452	15,773	16,002	16,633	16,633
Group Insurance Expenses	25,471	25,495	25,495	25,495	29,063	26,482	26,482
Retirement Expense - Reg.	12,854	13,856	13,856	14,153	14,364	14,947	14,947
Unemployment Insurance	0	0	0	1,408	642	642	642
Retirement Expense - 401K	0	0	0	0	1,992	994	994
Employee Training	3,235	4,515	4,515	4,515	4,650	4,650	4,650
<b>Subtotal Personnel</b>	<b>258,320</b>	<b>261,306</b>	<b>261,368</b>	<b>267,522</b>	<b>275,888</b>	<b>281,768</b>	<b>281,768</b>
<b>Operating and Maintenance</b>							
Professional Services	396	0	0	0	0	0	0
Telephone & Postage	772	800	800	800	800	800	800
Printing	2,759	3,200	3,200	3,200	3,200	3,200	3,200
Travel	3,707	6,200	6,200	6,200	6,200	6,200	6,200
Maintenance/Repair - Other	0	200	200	200	200	200	200
Departmental Supplies/Mat.	3,437	4,000	4,000	4,000	4,000	4,000	4,000
Contracted Services	1,300	1,300	1,300	1,500	3,635	2,200	2,200
Dues & Subscriptions	2,202	2,236	2,236	2,236	2,336	2,336	2,336
Insurance & Bonds	4,938	4,836	4,918	4,918	6,883	6,883	6,883
Miscellaneous Expenses	662	800	800	800	800	800	800
<b>Subtotal Operating</b>	<b>20,173</b>	<b>23,572</b>	<b>23,654</b>	<b>23,854</b>	<b>28,054</b>	<b>26,619</b>	<b>26,619</b>
<b>Capital Outlay</b>							
Capital Outlay - Land	0	0	0	0	0	0	0
Capital Outlay - Buildings	0	500,000	500,000	0	630,000	630,000	630,000
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>500,000</b>	<b>500,000</b>	<b>0</b>	<b>630,000</b>	<b>630,000</b>	<b>630,000</b>
<b>Special Appropriations</b>							
Property Tax Expense	5,779	42,000	42,000	42,000	0	0	0
<b>Subtotal Special Appropriations</b>	<b>5,779</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	42,000	42,000	42,000	63,000	63,000	63,000
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>	<b>63,000</b>	<b>63,000</b>	<b>63,000</b>
<b>Totals</b>	<b>284,272</b>	<b>868,878</b>	<b>827,022</b>	<b>333,376</b>	<b>996,942</b>	<b>1,001,387</b>	<b>1,001,387</b>

<b>Administration Department - Capital Outlay</b>		
<b>Item</b>	<b>Remarks</b>	<b>Item or Project Cost</b>
<b>Installment Purchase</b>		
Town Hall HVAC Improvements	First of ten annual payments	63,000
<b>Subtotal Installment Purchase</b>		<b>63,000</b>
<b>Capital Outlay - Buildings</b>		
<b>Subtotal Capital Outlay - Buildings</b>		<b>0</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal Capital Outlay - Equipment</b>		<b>0</b>
<b>Capital Outlay - Buildings (I.P.)</b>		
Town Hall HVAC Improvements	New Request	630,000
<b>Subtotal Capital Outlay - Buildings (I.P.)</b>		<b>630,000</b>
* Item(s) is being paid for under installment purchase financing.		

# COMMUNITY DEVELOPMENT DEPARTMENT

## GOALS & OBJECTIVE FY 2014-15

The **Community Development Department** includes the *Planning Division, Engineering Division* and *Permit & Enforcement Division*. It is the responsibility of the Community Development Department to promote the health, safety, and welfare of our citizens and businesses by providing services that relate to economic development, planning, engineering, transportation, zoning, building codes, GIS, watershed regulations, surveying and regulatory enforcement. A major responsibility of the Community Development Department is the daily review and permitting of developments. Along with that responsibility the Department undertakes numerous projects to accomplish the Kernersville Development Plan goals of: enhancing Kernersville's "small town atmosphere", establishing Kernersville as a "unique high quality community within the Triad", developing a "progressive planning program", and improving the "natural environment".

### Goals and Objectives for Fiscal Year 2014-2015

#### **Planning Division**

##### **1. Update *Kernersville Development Plan***

- a. Continue the preparation of a land use, corridor and development study of the area between East Mountain St., South Main St., Salisbury St., Pineview St. and NC 66.
- b. Develop a work program for implementing the recommendation of the *Thoroughfare and Street Plan*.

##### **2. Staff Support to Boards:**

- a. Provide staff support to the Town Manager, Board of Aldermen, Planning Board, Board of Adjustment, Community Appearance, and Chamber of Commerce in growth management.

##### **3. Economic Development:**

- a. Continue updating the current inventory of available developable land and buildings.
- b. Continue refining the marketing material that compliments and coordinates with Winston-Salem Business Incorporated, Greensboro Economic Development Alliance, Piedmont Triad Partnership, and Kernersville Chamber of Commerce.
- c. Continue to enhance the website to meet developer's needs.

##### **4. *Unified Development Ordinance (UDO)*:**

- a. As State Statutes change, regarding growth management regulations, undertake amendment to the UDO.

##### **5. Geographic Information System (GIS):**

- a. Prepare the 2014 Growth and Traffic Data Report.
- b. Finalize the consolidation of shared GIS data and mapping from all departments into a central file structure.
- c. Continue examining business practices for other departments and develop recommended areas for applying GIS to daily tasks as applicable.

# COMMUNITY DEVELOPMENT DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

### **Permit and Enforcement Division**

#### **1. Permit and Enforcement Software:**

- a. Evaluate the proposed updates to the current permit and enforcement software, to improve customer services and efficiencies.

#### **2. Inspections:**

- a. Staff obtain additional building inspection certifications.

#### **3. Development and Permit Reviews:**

- a. Finalize the consolidation of engineering reviews into the “one stop” front counter.

### **Engineering Division**

#### **1. Transportation**

- a. Work with NCDOT on finalizing the design and right-of-way acquisition for the South Main Street / Old Winston Road intersection improvements.
- b. If STP-DA funds are approved finalize the design, and right-of-way acquisition for:
  - i. South Main Street / Century Boulevard sidewalk, and
  - ii. West Mountain Street turn-lanes and sidewalk.
- c. Finalize a scope of work for a “traffic management study” that would identify current and future traffic congestion and safety issues to allow for transportation projects to be identified to address issues.
- d. Begin operation of the senior shuttle service.
- e. Finalize the feasibility study of the Piedmont Greenway – Triad Park Reedy Fork Creek Section.
- f. Develop, in conjunction with Public Services, a new system and process for the budgeting, review and approval of roadway/transportation projects.

#### **2. Watershed and Stormwater Regulations**

- a. Update the Watershed and Stormwater Regulations.

#### **3. Sewer**

- a. If agreements are reached with property owners, complete the sewer line extension to serve the Brookford Road / Kernersville Medical Parkway area.
- b. Finalize demolition and clean up plans for the old sewer treatment plant next to Triad Park.
- c. Study a sewer line extension to the corner of West Market Street and Cross Creek Road.
- d. Develop a scope of work for a “strategic plan” to extend sewer lines to promote economic development, and begin that planning process.

## Community Development Department - Planning Division

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$201,730	\$242,496	\$242,558	\$244,360	\$247,945	\$247,066	\$247,066
Salaries & Wages - Temp/PT	0	0	0	0	0	0	0
FICA Tax Expenses	14,650	18,551	18,551	18,694	18,968	18,901	18,901
Group Insurance Expenses	26,449	32,395	32,395	32,395	37,287	34,335	34,335
Retirement Expense - Reg.	13,324	17,144	17,144	17,276	17,530	17,468	17,468
Unemployment Insurance	0	0	0	2,200	856	856	856
Retirement Expense - 401K	0	0	0	0	2,431	1,211	1,211
Employee Training	2,276	2,001	2,001	1,500	2,000	2,000	2,000
<b>Subtotal Personnel</b>	<b>258,431</b>	<b>312,587</b>	<b>312,649</b>	<b>316,425</b>	<b>327,017</b>	<b>321,836</b>	<b>321,836</b>
<b>Operating and Maintenance</b>							
Professional Services	3,602	2,000	3,000	2,150	2,000	2,000	2,000
Telephone & Postage	1,890	3,920	3,920	3,770	3,920	3,920	3,920
Printing	4,451	6,000	6,000	5,000	6,000	6,000	6,000
Travel	2,683	2,000	2,000	1,800	2,000	2,000	2,000
Maintenance/Repair - Other	2,595	2,595	2,595	2,595	2,595	2,595	2,595
Advertising	855	1,100	1,100	2,100	2,100	1,100	1,100
Office Supplies	1,247	1,000	1,000	1,000	1,000	1,000	1,000
Departmental Supplies/Mat.	5,849	2,200	2,200	1,824	6,540	4,400	4,400
Contracted Services	3,100	2,000	4,900	4,900	3,000	2,000	2,000
Contracted Services-B40	164,216	0	0	0	0	0	0
Dues and Subscriptions	1,570	1,200	1,200	1,200	1,200	1,200	1,200
Insurance and Bonds	6,886	6,799	6,902	6,902	13,873	13,873	13,873
Miscellaneous Expenses	70	50	50	50	50	50	50
<b>Subtotal Operating</b>	<b>199,013</b>	<b>30,864</b>	<b>34,867</b>	<b>33,291</b>	<b>44,278</b>	<b>40,138</b>	<b>40,138</b>
<b>Capital Outlay</b>							
Sidewalk Construction/Repair	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>457,443</b>	<b>343,451</b>	<b>347,516</b>	<b>349,716</b>	<b>371,295</b>	<b>361,974</b>	<b>361,974</b>

## Community Development Dept. - Permit and Enforcement Division

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$240,308	\$218,164	\$218,246	\$212,866	\$215,436	\$214,523	\$214,523
Salaries & Wages - Temp/PT	1,741	500	500	2,000	2,000	2,000	2,000
Salaries & Wages - Overtime	0	0	0	0	0	0	0
FICA Tax Expenses	17,831	16,728	16,728	16,437	16,634	16,564	16,564
Group Insurance Expenses	38,637	33,800	33,800	45,500	33,245	49,977	49,977
Retirement Expense - Reg.	16,116	15,424	15,424	15,050	15,231	15,167	15,167
Unemployment Insurance	0	0	0	2,200	856	856	856
Retirement Expense - 401K	0	0	0	0	2,112	1,052	1,052
Employee Training	1,568	2,601	2,601	2,601	2,600	2,600	2,600
<b>Subtotal Personnel</b>	<b>316,201</b>	<b>287,217</b>	<b>287,299</b>	<b>296,654</b>	<b>288,114</b>	<b>302,739</b>	<b>302,739</b>
<b>Operating and Maintenance</b>							
Professional Services	133	500	500	500	1,500	500	500
Telephone & Postage	3,546	4,000	4,000	4,000	4,970	3,970	3,970
Printing	386	600	600	600	600	600	600
Travel	604	2,000	2,000	2,000	2,000	2,000	2,000
Advertising	118	0	0	0	500	0	0
Office Supplies	657	650	650	650	650	650	650
Departmental Supplies/Mat.	5,083	3,200	3,200	3,200	3,200	3,200	3,200
Uniforms and Accessories	286	1,000	1,000	1,000	1,250	1,000	1,000
Contracted Services	0	600	600	600	600	600	600
Dues and Subscriptions	361	700	700	700	700	700	700
Insurance and Bonds	7,652	7,502	7,630	7,502	8,329	8,329	8,329
Miscellaneous Expenses	0	50	50	50	50	50	50
<b>Subtotal Operating</b>	<b>18,825</b>	<b>20,802</b>	<b>20,930</b>	<b>20,802</b>	<b>24,349</b>	<b>21,599</b>	<b>21,599</b>
<b>Capital Outlay</b>							
Capital Outlay - Equipment	0	0	0	0	0	0	0
Capital Outlay - Equipment (L.P.)	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>335,026</b>	<b>308,019</b>	<b>308,229</b>	<b>317,456</b>	<b>312,463</b>	<b>324,338</b>	<b>324,338</b>

## Community Development Dept. - Engineering Department

Expenditures Detailed  
2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$150,521	\$127,795	\$147,148	\$133,151	\$228,036	\$225,332	\$225,332
Salaries & Wages - Overtime	0	0	0	0	0	0	0
FICA Tax Expenses	11,213	9,776	11,255	10,186	17,445	17,238	17,238
Group Insurance Expenses	15,248	11,786	11,786	11,786	35,183	29,307	29,307
Retirement Expense - Reg.	9,930	9,035	10,400	9,414	16,122	15,931	15,931
Unemployment Insurance	0	0	0	1,000	856	856	856
Retirement Expense - 401K	0	0	0	0	2,244	1,108	1,108
Employee Training	395	1,200	1,200	1,200	2,400	2,400	2,400
<b>Subtotal Personnel</b>	<b>187,308</b>	<b>159,592</b>	<b>181,789</b>	<b>166,736</b>	<b>302,286</b>	<b>292,172</b>	<b>292,172</b>
<b>Operating and Maintenance</b>							
Professional Services	55	350	350	350	17,500	17,500	17,500
Professional Services - Duffield Ct	1,114	0	0	0	0	0	0
Prof. Serv. Sanitary Sewer Study	0	0	148,000	20,000	128,000	128,000	128,000
Prof. Serv. Eng Plan Brookford/Hospital	36,961	17,000	17,000	20,000	20,000	20,000	20,000
Prof. Serv. W. Mountain St. Turn Ln/Sidewalk	0	0	0	0	176,000	176,000	176,000
Prof. Serv. Reedy Fork Creek Greenway	0	0	0	0	50,000	50,000	50,000
Prof. Serv. S. Main/Century Blvd. Sidewalk	0	0	0	0	46,200	46,200	46,200
Telephone & Postage	752	975	975	400	1,050	1,050	1,050
Printing	257	600	600	600	600	600	600
Travel	767	900	900	450	2,000	2,000	2,000
Maintenance/Repair - Other	127	1,200	1,200	1,200	1,200	1,200	1,200
Advertising	0	175	175	175	500	500	500
Advertising - Brookford/Hospital	0	0	0	0	1,000	1,000	1,000
Advertising - W. Mountain St. Turn Ln/Sidewalk	0	0	0	0	755	755	755
Advertising - Reedy Fork Creek Greenway	0	0	0	0	0	0	0
Advertising - S. Main/Century Blvd. Sidewalk	0	0	0	0	755	755	755
Office Supplies	176	325	325	325	1,000	1,000	1,000
Departmental Supplies/Mat.	4,757	4,500	4,500	5,000	9,450	7,000	7,000
Contracted Services	0	0	0	0	0	0	0
Contracted Services - Transit	0	0	0	0	33,000	33,000	33,000
Dues and Subscriptions	227	425	425	425	1,883	1,883	1,883
Insurance and Bonds	4,571	4,522	4,586	4,586	9,297	9,297	9,297
Miscellaneous Expenses	199	350	350	500	350	350	350
<b>Subtotal Operating</b>	<b>49,963</b>	<b>31,322</b>	<b>179,386</b>	<b>54,011</b>	<b>500,540</b>	<b>498,090</b>	<b>498,090</b>
<b>Capital Outlay</b>							
CO- ROW: Brookford/Hospital	0	0	0	0	70,000	70,000	70,000
CO - ROW: W. Mountain St. Turn Ln/Sidewalk	0	0	0	0	36,500	36,500	36,500
CO - ROW: Reedy Fork Creek Greenway	0	0	0	0	0	0	0
CO - ROW: S. Main/Century Place Sidewalk	0	0	0	0	22,900	22,900	22,900
Capital Outlay - Gen Improvements	0	130,000	0	0	0	0	0
Capital Outlay - Gen Impr. Brookford/Hospital	0	0	558,000	558,000	600,000	600,000	600,000
CO - GI S. Main/Old Winston Intersection	0	0	0	0	0	0	0
CO - GI Century Blvd. Sidewalk	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>130,000</b>	<b>558,000</b>	<b>558,000</b>	<b>729,400</b>	<b>729,400</b>	<b>729,400</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>237,271</b>	<b>320,914</b>	<b>919,175</b>	<b>778,747</b>	<b>1,532,226</b>	<b>1,519,662</b>	<b>1,519,662</b>

## Com. Development Dept. - Engineering Dept. - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
<b>Subtotal Installment Purchase</b>		<b>0</b>
<b>Capital Outlay - Gen Improvements: ROW</b>		
Right of Way Acquisition	ROW for Brookford Rd/Hospital Blvd sewer construction	70,000
Right of Way Acquisition	ROW for West Mountain St. Turn Ln/Sidewalk	36,500
Right of Way Acquisition	ROW for South Main/Century Place Sidewalk	<b>22,900</b>
<b>Subtotal Cap. Outlay - Gen Improvements: ROW</b>		<b>129,400</b>
<b>Capital Outlay - Gen Improvements</b>		
Sanitary Sewer Construction	Sanitary Sewer Construction for Brookford Rd/Hospital Blvd.	600,000
<b>Subtotal Capital Outlay - Gen Improvements</b>		<b>600,000</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal Capital Outlay - Equip.</b>		<b>0</b>

## Community Development Dept. - Transportation Department

### Expenditures Detail 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$159,941	\$145,723	\$145,785	\$163,780	\$0	\$0	\$0
Salaries & Wages - Temp/PT	0	0	0	0	0	0	0
Salaries & Wages - Overtime	833	5,000	5,000	1,137	0	0	0
FICA Tax Expenses	11,577	11,530	11,530	12,616	0	0	0
Group Insurance Expenses	35,663	28,865	28,865	35,739	0	0	0
Retirement Expense - Reg.	10,933	10,656	10,656	11,115	0	0	0
Retirement Expense - 401K	0	0	0	0	0	0	0
Employee Training	2,958	5,500	5,500	5,498	0	0	0
<b>Subtotal Personnel</b>	<b>221,906</b>	<b>207,274</b>	<b>207,336</b>	<b>229,886</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating and Maintenance</b>							
Professional Services	17,029	17,500	17,500	17,579	0	0	0
Prof. Services - Piney Grove	7,957	0	0	5,289	0	0	0
Prof. Services - S. Main Traffic Study	827	0	0	0	0	0	0
Reedy Fork Greenway Feasibility	0	50,000	50,000	0	0	0	0
Telephone & Postage	1,472	1,500	1,500	1,474	0	0	0
Printing	1,257	1,500	1,500	1,184	0	0	0
Printing-School Street Sidewalk	0	0	0	0	0	0	0
Printing-Piney Grove	0	0	750	4	0	0	0
Printing-Union Cross	0	0	0	0	0	0	0
Printing-W Mountain Sidewalk	0	200	200	0	0	0	0
Printing-N Cherry Sidewalk	0	200	400	0	0	0	0
Printing-Angel Road	0	0	0	0	0	0	0
Departmental Utilities	1,674	1,980	1,980	1,788	0	0	0
Travel	2,449	3,500	3,500	2,946	0	0	0
Maint & Repair-Building	0	1,000	1,000	200	0	0	0
Maint & Repair-Other Equipment	127	1,000	1,000	200	0	0	0
Building Equipment Rental	0	0	0	0	0	0	0
Advertising-School St	0	0	0	0	0	0	0
Advertising-Piney Grove	0	0	500	0	0	0	0
Advertising-Union Cross	0	0	0	0	0	0	0
Advertising-N Cherry Sidewalk	0	500	1,000	500	0	0	0
Advertising-Angel Rd	0	0	0	0	0	0	0
Office Supplies	984	1,715	1,715	1,533	0	0	0
Departmental Supplies/Mat.	7,305	6,500	6,500	8,385	0	0	0
Uniforms & Accessories	267	500	500	600	0	0	0
Contracted Services	5,071	6,500	6,500	6,210	0	0	0
Contracted Services-School St	0	0	0	0	0	0	0
Contracted Services-Piney Grove	8,760	6,500	62,500	227,750	0	0	0
Contracted Services-Union Cross	3,697	0	0	3,697	0	0	0
Contracted Services-N Cherry	0	0	5,000	5,000	0	0	0
Contracted Services-Angel Rd	4,057	0	0	0	0	0	0
Cont. Services-Roundabout	3,000	0	0	5,000	0	0	0
Contracted Service WS Transit	0	30,000	30,000	0	0	0	0
Dues and Subscriptions	567	966	966	966	0	0	0
Insurance and Bonds	8,294	8,153	8,287	8,330	0	0	0
Miscellaneous Expenses	162	125	125	125	0	0	0
Transportation Street Improvements	46,600	40,000	40,000	45,177	0	0	0
Transp. Improvements - N Cherry	0	0	0	60,000	0	0	0
<b>Subtotal Operating</b>	<b>121,558</b>	<b>179,839</b>	<b>242,923</b>	<b>403,937</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Continued on next page.</i>							

## Community Development Dept. - Transportation Department

### Expenditures Detail 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<i>Continued from previous page.</i>							
<b>Capital Outlay</b>							
School St Sidewalk Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
W Mtn Sidewalk ROW	0	30,000	30,000	0	0	0	0
Roundabout ROW	10,000	0	0	10,000	0	0	0
Piney Grove ROW	0	0	106,000	0	0	0	0
Capital Improvements - FD & PS	91,616	0	0	0	0	0	0
School St Sidewalk Gen Improve.	6,126	0	0	6,126	0	0	0
Piney Grove Road Widening	0	246,000	1,273,000	0	0	0	0
Union Cross Turn Lane	179,954	0	0	179,954	0	0	0
N. Cherry Sidewalks	0	0	60,000	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
Capital Outlay - Angel Rd. (I.P.)	344,351	0	0	336,261	0	0	0
<b>Subtotal Capital Outlay</b>	<b>632,046</b>	<b>276,000</b>	<b>1,469,000</b>	<b>532,341</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	63,911	63,920	63,920	63,920	0	0	0
<b>Subtotal Installment Purchase</b>	<b>63,911</b>	<b>63,920</b>	<b>63,920</b>	<b>63,920</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>1,039,421</b>	<b>727,033</b>	<b>1,983,179</b>	<b>1,230,084</b>	<b>0</b>	<b>0</b>	<b>0</b>

# FINANCE DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

The Finance Department strives to provide quality financial services to all customers at the highest achievable levels of customer satisfaction. In a spirit of integrity, excellence, and dedication, the Finance Department is committed to providing timely, accurate, clear, and complete financial information and support to other Departments, elected officials, and citizens. The Department provides sound financial management, financial reporting and cost effective acquisition of goods and services for Town government that is consistent with local, state and federal laws and governmental accounting and regulatory requirements.

The Department manages all the Town's funds, including investment and debt portfolios, plans and administers financial policies and develops long-range financial plans. The Finance Department is also responsible for the revenue collections of all amounts due for governmental services, manages installment purchase contracts, and prepares numerous Town, state and federal reports.

### **Goals and Objectives for Fiscal Year 2014-15:**

1. Coordinate with the North Carolina Local Government Debt Setoff Clearinghouse in identifying and collecting outstanding debt owed to the Town.
2. Establish and update End of Month (EOM) and End of Year (EOY) procedures to increase operating efficiencies and timeliness of reporting.
3. Analyze and maintain performance measures and benchmarks to show progression and identify areas where performance can be increased.
4. Maintain high levels of professional accounting and financial reporting standards worthy of the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" Program.
5. Evaluate and institute budget entry and amendment processes using the MUNIS accounting software system.
6. Review department activities and processes on an ongoing basis—seeking to maximize organizational effectiveness, including cash control, collections, purchasing and payroll controls.
7. To ensure that all purchases for the Town are made in accordance with the procurement laws of the state of North Carolina and the Finance Policies and procedures of the Town.
8. To provide accurate and timely financial information to Mayor, Board of Aldermen, Town Manager, and third-party agencies in order to comply with laws governing municipalities accounting and regulatory practices.
9. Advance employee skills and knowledge-base through training, attending industry and professional conferences to increase operational efficiencies, job knowledge and skills. Stay abreast of changes in the regulations and standards of accounting and financial reporting.

## Finance Department

### Expenditures Detailed

2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$341,807	\$351,110	\$351,213	\$321,213	\$336,387	\$334,268	\$334,268
Salaries & Wages - Temp/PT	0	0	0	0	0	0	0
Salaries & Wages - Overtime	247	4,000	4,000	2,350	2,500	2,500	2,500
FICA Tax Expenses	25,896	27,166	27,166	24,753	25,925	25,763	25,763
Group Insurance Expenses	37,138	38,120	38,120	38,120	43,255	42,996	42,996
Retirement Expense - Reg.	22,696	25,106	25,106	22,876	23,959	23,809	23,809
Unemployment Insurance	0	0	0	1,284	1,284	1,284	1,284
Retirement Expense - 401K	0	0	0	3,236	3,299	1,639	1,639
Employee Training	6,763	7,425	9,045	17,000	12,225	11,225	11,225
<b>Subtotal Personnel</b>	<b>434,548</b>	<b>452,927</b>	<b>454,650</b>	<b>430,831</b>	<b>448,834</b>	<b>443,484</b>	<b>443,484</b>
<b>Operating and Maintenance</b>							
Professional Services	67,963	75,460	79,760	79,760	78,960	78,960	78,960
Telephone & Postage	2,907	9,350	9,350	4,250	8,350	8,350	8,350
Printing	4,670	4,900	4,900	4,670	4,900	4,900	4,900
Travel	7,871	11,375	11,375	10,175	13,302	11,375	11,375
Maintenance/Repair - Other	0	750	750	750	0	0	0
Maintenance/Repair - EDP	30,462	29,836	29,836	29,836	31,585	31,585	31,585
Advertising	1,160	0	0	750	0	0	0
Office Supplies	1,512	3,350	3,350	3,350	3,000	3,000	3,000
Departmental Supplies/Mat.	11,192	11,000	14,000	14,000	8,000	8,000	8,000
Contracted Services	130,796	134,000	134,000	133,500	136,840	136,840	136,840
Banking Services	6,607	16,950	16,950	17,580	22,000	22,000	22,000
Penalties/Interest	328	0	0	0	0	0	0
Dues and Subscriptions	1,334	1,740	1,740	1,575	1,650	1,650	1,650
Insurance and Bonds	9,328	9,280	9,402	9,402	13,323	13,323	13,323
Miscellaneous Expenses	97	250	250	125	225	225	225
Shortage/Overage	0	0	0	0	0	0	0
<b>Subtotal Operating</b>	<b>276,227</b>	<b>308,241</b>	<b>315,663</b>	<b>309,723</b>	<b>322,135</b>	<b>320,208</b>	<b>320,208</b>
<b>Capital Outlay</b>							
Capital Outlay - Equipment	0	0	0	0	0	0	0
Capital Outlay - Equipment (I.P.)	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	5,568	5,570	5,570	5,570	5,570	5,570	5,570
<b>Subtotal Installment Purchase</b>	<b>5,568</b>	<b>5,570</b>	<b>5,570</b>	<b>5,570</b>	<b>5,570</b>	<b>5,570</b>	<b>5,570</b>
<b>Totals</b>	<b>716,343</b>	<b>766,738</b>	<b>775,883</b>	<b>746,124</b>	<b>776,539</b>	<b>769,262</b>	<b>769,262</b>

## Finance Department - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
MUNIS software upgrades	Fourth of five annual payments	\$5,570
<b>Subtotal Installment Purchase</b>		<b>5,570</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal Capital Outlay - Equipment</b>		<b>0</b>
<b>Capital Outlay - Equipment (I.P.) *</b>		
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>0</b>
<p>* Item(s) is being paid for under installment purchase financing.</p>		

# INFORMATION SYSTEMS DEPARTMENT

## GOALS & OBJECTIVES FY 2014-2015

Directs and coordinates local and wide area network (LAN/WAN) activities by performing the duties personally or through other employees or contracted services. Installs, configures, modifies, and troubleshoots client and server hardware and software, providing technical assistance and training to users and peers so as to support all departmental services provided to the citizens. Provides enterprise wide direction for all technology related projects.

This department strives to provide for the availability of data, exchange of information and protection of the information assets while maintaining a reasonable budget and complying with industry standard practices and regulations. The purpose of this department is to serve as an advisor to the Board of Alderman, Town Manager and to all other departments and staff within the organization in the management and use of information technology.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Provide 100% uptime for all network services supporting public safety and other departments.
2. Implement expanded wireless point-to-point network backbone from remote sites that are currently connected via contracted WAN services.
3. Increase bandwidth for Internet connection in support of increasing demands.
4. Implement computer refresh program for Fire Rescue apparatus.
5. Continue development and delivery of TOK University training program.
6. Produce a Catalog of Services document that includes inventory of services, software, hardware and networking equipment.
7. Develop strategy for replacing aging networking equipment.
8. Upgrade software for email server.

## Information Systems Department

### Expenditures Detailed 2014-15 Annual Budget

Classification	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>						
Salaries & Wages - Regular	\$187,997	\$188,059	\$188,059	\$194,764	\$193,792	\$193,792
Salaries & Wages - Temp/PT	0	0	0	0	0	0
Salaries & Wages - Overtime	0	0	0	0	0	0
Auto Allowance Expense	0	0	0	0	0	0
FICA Tax Expenses	14,382	14,382	14,387	14,810	14,810	14,810
Group Insurance Expenses	20,565	20,565	20,565	23,345	21,603	21,603
Retirement Expense - Reg.	13,291	13,291	13,296	13,880	13,880	13,880
Unemployment Insurance	0	0	1,450	642	642	642
Retirement Expense - 401K	0	0	0	1,910	950	950
Employee Training	4,600	4,600	4,800	4,600	4,600	4,600
<b>Subtotal Personnel</b>	<b>240,835</b>	<b>240,897</b>	<b>242,556</b>	<b>253,951</b>	<b>250,277</b>	<b>250,277</b>
<b>Operating and Maintenance</b>						
Professional Services	0	0	0	35,000	0	0
Telephone & Postage	42,620	42,620	39,700	41,960	41,960	41,960
Travel	3,600	3,600	4,700	4,400	3,600	3,600
Maintenance/Repair - Network	63,800	63,800	63,800	37,000	37,000	37,000
Departmental Supplies/Mat.	1,000	1,000	980	1,200	1,200	1,200
Equipment Replacement	0	0	0	0	0	0
Software Lic. Renewals/Updates	27,700	27,700	27,234	34,367	34,367	34,367
Dues and Subscriptions	150	150	150	650	650	650
Insurance and Bonds	6,389	6,463	6,463	8,657	8,657	8,657
Miscellaneous Expenses	200	200	200	200	200	200
<b>Subtotal Operating</b>	<b>145,459</b>	<b>145,533</b>	<b>143,227</b>	<b>163,434</b>	<b>127,634</b>	<b>127,634</b>
<b>Capital Outlay</b>						
Capital Outlay - Equipment	0	0	0	0	0	0
Capital Outlay - Equipment (I.P.)	60,000	60,000	63,139	0	0	0
<b>Subtotal Capital Outlay</b>	<b>60,000</b>	<b>60,000</b>	<b>63,139</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>						
Installment Purchase	32,035	32,035	30,980	31,410	31,410	31,410
<b>Subtotal Installment Purchase</b>	<b>32,035</b>	<b>32,035</b>	<b>30,980</b>	<b>31,410</b>	<b>31,410</b>	<b>31,410</b>
<b>Totals</b>	<b>478,329</b>	<b>478,465</b>	<b>479,902</b>	<b>448,795</b>	<b>409,321</b>	<b>409,321</b>

## Information Systems - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Host B	Fifth of five annual payments.	\$1,969
10.8 Terabyte SAN Storage	Fifth of five annual payments.	12,091
Vehicle	Fourth of five annual payments.	5,000
Computer Storage and Backup System	Second of five annual payments.	12,350
<b>Subtotal Installment Purchase</b>		<b>31,410</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal Capital Outlay - Equipment</b>		
		<b>0</b>
<b>Capital Outlay - Equipment (I.P.) *</b>		
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		
		<b>0</b>
* Item(s) is being paid for under installment purchase financing.		

# HUMAN RESOURCES DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

The mission of the Human Resources Department is to provide effective Human Resource, Safety, and Risk Management through creation, by development and implementation of policies, programs, and services which contribute to the attainment of management and employee goals:

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Properly balancing the needs of the employees and the needs of Town management through training, review of policies & procedures, and one-on-one counseling.
2. Ensuring an inclusive workforce in a safe and discrimination/harassment free environment by: maintaining compliance with employment laws and government regulations, developing policies and procedures and providing pertinent training for managers and employees.
3. Utilizing Risk Management practices to provide quality and cost-effective coverage while implementing programs to assist in the reduction of property and liability claims as well as reducing employee workplace injuries.
4. Growing effective leadership skills and ensuring career development of employees, by annually monitoring departmental workforce succession plans and providing training in the area of employment law, government regulations and litigation avoidance.
5. Hiring the most qualified employees by: pre-planning staffing needs; ensuring an effective internal interview process; increasing organizational visibility in the employment marketplace; identifying the best and most cost effective recruitment sources, conducting thorough reference checks, and actively participating in the onboarding process at the Department level for all new hires.
6. Retaining our valued employees by: assuring effective leadership qualities in our managers; furnishing technical, interpersonal, and career development training and coaching; conducting exit and stay interviews to supplying relevant feedback to management; and enhancing two-way communication between employees and management; and providing a safe workplace environment.
7. Providing competitive wages and benefits for our employees by conducting annual market pay studies for employee groups and securing cost effective high quality benefits.
8. Investigating programs to assist with paperless process workflows for employment applications and performance appraisals.
9. Managing safety programs, accident and injury investigations, and liability claims to develop a successful safety culture; limiting exposures to employees and property.
10. Investigate policies, procedures and qualifications to meet the NC Department of Labor's Carolina Star Program.

## Human Resources Department

### Expenditures Detailed 2013-14 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	202,169	211,380	211,442	\$209,542	\$232,840	\$231,408	\$231,408
Salaries & Wages - Temp/PT	0	0	0	0	0	0	0
Medical Loss Ratio Rebate	1,016	0	493	535	0	0	0
FICA Tax Expenses	14,733	16,171	16,171	16,030	17,812	17,703	17,703
Group Insurance Expenses	28,416	32,971	32,971	27,116	34,067	31,620	31,620
Retiree's Insurance Expense	95,119	136,452	136,452	141,816	172,924	164,438	164,438
Retirement Expense - Reg.	13,349	14,944	14,944	14,815	16,462	16,361	16,361
Employee Appreciation	23,345	27,350	27,350	24,311	29,300	29,300	29,300
Unemployment Insurance	38,869	40,000	40,000	33,400	30,856	30,856	30,856
Retirement Expense - 401K	0	0	0	0	2,283	1,134	1,134
Employee Training	4,385	10,846	10,846	11,790	13,251	13,251	13,251
<b>Subtotal Personnel</b>	<b>421,401</b>	<b>490,114</b>	<b>490,669</b>	<b>479,355</b>	<b>549,795</b>	<b>536,070</b>	<b>536,070</b>
<b>Operating and Maintenance</b>							
Professional Services	74,611	85,431	85,431	80,100	98,500	84,500	84,500
Telephone & Postage	2,026	3,039	3,039	2,000	3,039	3,039	3,039
Printing	35	200	200	200	200	200	200
Travel	2,163	2,825	2,825	2,780	2,825	2,825	2,825
Maintenance/Repair - Other	2,528	1,100	1,100	830	1,500	1,100	1,100
Maintenance/Repair - EDP	11,108	11,400	11,400	11,696	12,000	12,000	12,000
Advertising	0	0	0	0	0	0	0
Office Supplies	1,087	1,600	1,600	1,600	1,600	1,600	1,600
Departmental Supplies/Mat.	8,863	5,000	5,000	5,000	1,600	1,600	1,600
Contracted Services	7,750	7,750	7,750	7,750	7,750	7,750	7,750
Dues and Subscriptions	729	1,150	1,150	1,000	1,185	1,185	1,185
Insurance and Bonds	6,155	6,133	6,210	5,960	9,183	9,183	9,183
Miscellaneous Expenses	209	300	300	300	300	300	300
<b>Subtotal Operating</b>	<b>117,265</b>	<b>125,928</b>	<b>126,005</b>	<b>119,216</b>	<b>139,682</b>	<b>125,282</b>	<b>125,282</b>
<b>Capital Outlay</b>							
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>538,666</b>	<b>616,042</b>	<b>616,674</b>	<b>598,571</b>	<b>689,477</b>	<b>661,352</b>	<b>661,352</b>

# POLICE DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

The Kernersville Police Department and its personnel envision a community where all citizens enjoy the highest quality of life that is free of crime and disorder. We will accomplish this by providing outstanding police services in a legal, ethical, and professional manner. The Kernersville Police Department will enhance its reputation and practice of delivering "A Higher Level Of Service".

### **Goals and Objectives for Fiscal Year 2014 – 2015:**

1. Deliver the best possible services to our citizens.  
We will increase information to, educational activities for, and interaction with our citizens.
2. Enhance the overall quality of life for all citizens.  
We will implement strategies to reduce problems in the community and increase crime prevention efforts.
3. Eliminate criminal activity and the conditions that foster crime and the fear of crime.  
We will target crime and criminals relentlessly.
4. Enhance roadway safety.  
We will utilize various tactics including enforcement and education to reduce traffic violations, crashes, and DWI offenses.
5. Continually improve agency efficiency and effectiveness.  
We will implement new methods and strategies to more efficiently use resources and improve effectiveness.
6. Provide a great work environment that attracts and retains a diverse cadre of quality personnel, rewards excellence, and enhances the skills of, and opportunities for, all personnel.  
We will select the best personnel, and reward and develop them for the benefit of the agency and the community.

## Police Department

### Expenditures Detailed

2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'l Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	748,265	\$768,504	\$769,757	\$735,470	\$782,556	\$778,689	\$778,689
Salaries & Wages - Reg. (Sworn)	3,106,542	3,216,511	3,216,860	3,225,669	3,436,349	3,416,342	3,416,342
Salaries & Wages - Off-Duty	81,650	40,000	40,000	48,550	55,000	55,000	55,000
Salaries & Wages - Temp/PT	128	0	0	0	0	0	0
Salaries & Wages - Overtime (Reg)	27,203	13,224	13,224	25,862	23,360	20,000	20,000
Salaries & Wages - Overtime (Sworn)	11,790	37,500	37,500	14,300	50,000	35,500	35,500
Salaries & Wages - Off-Duty OT	0	0	0	0	0	0	0
Clothing Allowance Expense	8,400	8,800	8,800	4,000	5,800	5,800	5,800
FICA Tax Expenses	299,275	312,467	312,467	310,120	333,009	329,817	329,817
Group Insurance Expenses	644,665	656,645	656,645	656,645	804,374	709,289	709,289
Retirement Expense - Reg.	50,625	55,268	55,268	53,826	56,978	56,467	56,467
Retirement Expense - LEO	208,487	236,892	236,892	235,870	258,338	255,781	255,781
Unemployment Insurance	0	0	0	41,076	18,404	18,404	18,404
Retirement Expense - 401K Reg	0	0	0	0	7,673	3,817	3,817
Retirement Exp. - 401K (Sworn)	154,172	162,701	162,701	161,998	168,469	167,474	167,474
Retirement Supplemental	95,214	108,099	108,099	108,095	101,669	101,669	101,669
Employee Training	13,001	14,475	14,475	16,000	53,000	20,000	20,000
<b>Subtotal Personnel</b>	<b>5,449,418</b>	<b>5,631,086</b>	<b>5,632,688</b>	<b>5,637,481</b>	<b>6,154,980</b>	<b>5,974,050</b>	<b>5,974,050</b>
<b>Operating and Maintenance</b>							
Professional Services	37,107	31,805	31,805	22,000	27,651	27,651	27,651
Telephone & Postage	29,265	42,360	42,360	37,450	61,600	42,360	42,360
Printing	544	500	500	500	3,250	1,000	1,000
Departmental Utilities Expense	11,586	14,200	14,200	12,650	14,200	14,200	14,200
Travel	25,569	14,700	14,700	14,700	32,000	14,700	14,700
Travel - FC - DWI Grant	424	500	500	0	0	0	0
Maintenance/Repair - Comm Tower	0	0	0	0	0	0	0
Maintenance/Repair - Radio	43,401	42,000	43,000	35,247	40,800	40,800	40,800
Maintenance/Repair - Other	73,568	100,495	100,495	88,400	114,400	114,400	114,400
Advertising	374	500	500	214	500	500	500
Office Supplies	13,768	10,000	10,000	10,000	10,000	10,000	10,000
Departmental Supplies/Mat.	88,020	54,200	83,780	116,033	372,385	54,200	54,200
Departmental Supplies/Mat. - DWI Grant	0	0	0	0	0	0	0
Gov Hwy Safety Materials	0	0	0	0	0	0	0
GHSP-Saved By The Belt Supplies/Mat.	825	0	0	0	0	0	0
Departmental Supplies/Mat. Gov. Hwy	0	0	0	20,370	0	0	0
Uniforms & Accessories	50,949	33,700	33,700	33,700	68,625	55,000	55,000
Uniforms & Accessories - DWI Grant	0	0	0	0	0	0	0
Equipment Lease Expense	23,095	20,732	20,732	22,475	23,688	23,688	23,688
Dues and Subscriptions	1,938	3,685	3,685	3,685	5,000	5,000	5,000
Insurance and Bonds	165,994	97,821	99,571	99,571	137,843	137,843	137,843
Miscellaneous Expenses	758	1,140	1,140	750	1,700	1,700	1,700
Forsyth Co.- Park Fine, Unclaim	0	0	0	0	0	0	0
Information & Ammo Expense	34,096	10,000	10,000	9,923	32,100	15,000	15,000
<b>Subtotal Operating</b>	<b>601,279</b>	<b>478,338</b>	<b>510,668</b>	<b>527,668</b>	<b>945,742</b>	<b>558,042</b>	<b>558,042</b>
<b>Capital Outlay</b>							
Capital Outlay - General Improve.	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
Capital Outlay - Equipment - DWI Grant	0	0	0	0	0	0	0
Capital Outlay - Equipment - GHSP KYS	0	0	0	0	0	0	0
Capital Outlay - Equip. GHSP-SBTB	8,000	0	0	0	0	0	0
Capital Outlay - Equipment (I.P.)	112,005	117,500	117,500	116,537	2,475,000	150,000	150,000
Non-Capital - Equipment (IP)	0	0	0	0	203,680	203,650	203,650
<b>Subtotal Capital Outlay</b>	<b>120,005</b>	<b>117,500</b>	<b>117,500</b>	<b>116,537</b>	<b>2,678,680</b>	<b>353,650</b>	<b>353,650</b>
<b>Special Appropriations</b>							
K-9 costs	3,967	6,050	6,050	5,100	7,650	7,650	7,650
Governor's Crime Commission Grant	0	0	0	8,968	0	0	0
<b>Subtotal Special Appropriations</b>	<b>3,967</b>	<b>6,050</b>	<b>6,050</b>	<b>5,100</b>	<b>7,650</b>	<b>7,650</b>	<b>7,650</b>
<b>Installment Purchase</b>							
Installment Purchase	274,343	279,847	279,847	279,847	205,050	280,736	280,736
<b>Subtotal Installment Purchase</b>	<b>274,343</b>	<b>279,847</b>	<b>279,847</b>	<b>279,847</b>	<b>205,050</b>	<b>280,736</b>	<b>280,736</b>
<b>Totals</b>	<b>6,449,012</b>	<b>6,512,821</b>	<b>6,546,753</b>	<b>6,566,633</b>	<b>9,992,102</b>	<b>7,174,127</b>	<b>7,174,127</b>

## Police Department - Capital Outlay

Item	Remarks	Project Cost
<b>Installment Purchase</b>		
4 - Police Car Replacements	Fifth of Five Annual Payments	\$15,900
Police In-Car Camera System Upgrade	Fifth of Five Annual Payments	94,800
10 - Patrol Car Replacements	Fourth of Five Annual Payments	45,400
5 - Patrol Car Replacements	Three of Five Annual Payments	24,750
5 - Patrol Car Replacements	Second of Five Annual Payments	24,200
Vehicle Replacement Program (6 Cars)	First of Five Annual Payments	32,099
Communication Radios	First of Five Annual Payments	18,400
Computers	First of Five Annual Payments	25,187
<b>Subtotal Installment Purchase</b>		<b>280,736</b>
<b>Capital Outlay - General Improvement</b>		
<b>Subtotal General Improvement</b>		<b>0</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal for Capital Outlay - Equipment</b>		<b>0</b>
<b>Capital Outlay - Equipment (I.P.) *</b>		
Vehicle Replacement Program (Six Cars)	Replace older higher maintenance vehicles with safer more fuel efficient models.	150,000
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>150,000</b>
<b>Non-Capital Outlay - Equipment (I.P.) *</b>		
Communication Radios	Replacement Radios (3 of 3)	85,950
Computers	Replacement Computers	117,700
<b>Subtotal Non-Capital Outlay - Equipment (I.P.)</b>		<b>203,650</b>
* Item(s) is being paid for under installment purchase financing.		

# FIRE DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

The Kernersville Fire Rescue Department provides a number of emergency services - fire, medical, rescue and hazardous materials - to the people of this community. In 2013, the department answered 3018 calls for service; 63% of which were medical in nature. The department also responded to 215 fire related incidents through the year. When called on for assistance, this department is dedicated to rapid response and quality service. Our goal is to have an emergency crew arrive on-scene within four (4) minutes of the initial alarm. The Fire Rescue department's overall average emergency response time in 2013 was 4:04.

Through these economic hard times, this department remains committed to providing a high quality of service to the Town's citizens – while attempting to keep our operating costs as low as possible. At the same time, we must continue to stress safety for our employees by enhancing our capabilities and replacing aging equipment. Also, in an effort to provide consistency in our operations, we need to continue to search for suitable sites to build future fire stations. The goals included in the FY 14-15 budget request reflect those objectives.

### **Goals and Objectives for Fiscal Year 2014-2015:**

- 1. Continue to evaluate our existing emergency service delivery in order to provide the highest quality of services to our citizens while maintaining the safety of our responders.*

Focus areas include:

- Replacement of a fire engine that has decreasing reliability and escalating repair costs.
- Enhanced physical fitness training and proficiency training of all personnel.
- Selection of a site for the relocation of South Park Drive Fire Station 42.
- Pursuit of grant options for breathing apparatus and defibrillators that are nearing their end-of-service life.
- Improved coordination of hazard mitigation efforts with other Town departments as well as our neighboring communities.

- 2. Strategically plan for future emergency service delivery based on our changing community as well as a shifting emergency service culture.*

Focus areas include:

- Pursuit of creative options for improved response time and resulting service along the South Main Street corridor, West of Business 40.
- Planning and training for future succession within our department.
- Determine and establish the role of KFRD during active shooter incidents.
- Evaluating the possibility of expanding our emergency medical capabilities to include higher skill levels and patient transport.

# FIRE DEPARTMENT

## GOALS & OBJECTIVES FY 2014-15

3. *Expand fire and hazard prevention efforts to include a broader target audience and more diverse education.*

Focus areas include:

- Continuation and expansion of our senior adult program.
- More organized child safety seat installation sessions.
- Information dispersal by additional means and media sources.
- More education targeting our Hispanic population.
- Improving the quality and positive impact of fire inspections by focusing on education that leads to compliance.

4. *Prepare for the Department of Insurance inspection that issues a rating for fire protection in a community. This rating directly impacts insurance premiums for residents and businesses and is based on criteria such as staffing, equipment, coverage, response, training, water supply and communications.*

## Fire Department

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$2,916,628	\$2,984,122	\$2,985,478	\$2,985,478	\$3,044,133	\$3,025,591	\$3,025,591
Salaries & Wages - Temp/PT	3,742	0	0	27,000	0	0	0
Salaries & Wages - Overtime	210,504	215,000	215,000	210,000	225,000	225,000	225,000
FICA Tax Expenses	228,001	244,733	244,733	246,520	250,089	248,670	248,670
Group Insurance Expenses	560,356	554,915	554,915	554,915	672,344	613,901	613,901
Retirement Expense - Reg.	207,023	226,178	226,178	225,920	231,128	229,817	229,817
Retirement Expense - 401K	0	0	0	0	31,078	15,446	15,446
Unemployment Insurance	0	0	0	28,787	14,980	14,980	14,980
Employee Training	24,227	15,000	15,000	15,000	18,000	15,000	15,000
<b>Subtotal Personnel</b>	<b>4,150,481</b>	<b>4,239,948</b>	<b>4,241,304</b>	<b>4,293,620</b>	<b>4,486,751</b>	<b>4,388,405</b>	<b>4,388,405</b>
<b>Operating and Maintenance</b>							
Professional Services	23,433	20,625	20,625	20,625	29,750	20,625	20,625
Telephone & Postage	9,780	9,500	9,500	9,000	9,500	9,500	9,500
Printing	687	850	850	850	850	850	850
Departmental Utilities Expense	46,576	50,000	50,000	50,000	50,000	50,000	50,000
Travel	6,342	5,000	5,000	4,500	6,000	5,000	5,000
Maintenance/Repair - Bldg.	21,891	10,000	10,000	18,000	10,000	10,000	10,000
Maintenance/Repair - Radio	8,636	1,000	1,000	1,000	2,000	1,000	1,000
Maintenance/Repair - Other	11,844	10,000	10,000	10,000	12,000	10,000	10,000
Maintenance/Repair - Fire Truck	26,977	10,000	10,000	18,000	10,000	10,000	10,000
Advertising	171	250	250	171	250	250	250
Office Supplies	2,823	2,500	2,500	2,500	2,500	2,500	2,500
Departmental Supplies/Mat.	171,411	52,500	67,340	67,340	52,500	52,500	52,500
Departmental Supplies/Mat. Grant	0	0	0	0	0	0	0
Fire Grant Supplies & Materials	0	0	0	0	0	0	0
Uniforms & Accessories	65,744	65,000	65,000	65,000	76,000	65,000	65,000
Equipment Lease Expense	1,152	1,200	1,200	1,200	1,200	1,200	1,200
Contracted Services	20,653	25,000	25,000	23,000	30,850	30,850	30,850
Dues and Subscriptions	8,455	8,500	8,500	8,500	9,895	9,895	9,895
Insurance and Bonds	89,347	84,529	85,827	53,000	115,949	115,949	115,949
Miscellaneous Expenses	1,891	1,500	1,500	1,500	1,500	1,500	1,500
Public Educ./Fire Prevention	4,127	4,000	4,000	4,000	4,000	4,000	4,000
<b>Subtotal Operating</b>	<b>521,944</b>	<b>361,954</b>	<b>378,092</b>	<b>358,186</b>	<b>424,744</b>	<b>400,619</b>	<b>400,619</b>
<b>Capital Outlay</b>							
Capital Outlay - Improvements (I.P.)	0	0	0	0	0	0	0
Capital Outlay - Equipment	110,545	0	31,716	31,716	0	0	0
Capital Outlay - Equipment (IP)	0	1,008,000	1,008,000	998,382	486,000	475,000	475,000
Non-Capital - Equipment (IP)	33,525	122,250	122,250	122,250	96,000	96,000	96,000
<b>Subtotal Capital Outlay</b>	<b>144,070</b>	<b>1,130,250</b>	<b>1,161,966</b>	<b>1,152,348</b>	<b>582,000</b>	<b>571,000</b>	<b>571,000</b>
<b>Special Appropriations</b>							
Fire Protection Contracts	10,000	12,500	12,500	12,500	12,500	12,500	12,500
<b>Subtotal Special Appropriations</b>	<b>10,000</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
<b>Installment Purchase</b>							
Installment Purchase	165,918	262,876	262,876	262,876	261,708	337,441	337,441
<b>Subtotal Installment Purchase</b>	<b>165,918</b>	<b>262,876</b>	<b>262,876</b>	<b>262,876</b>	<b>261,708</b>	<b>337,441</b>	<b>337,441</b>
<b>Totals</b>	<b>4,992,413</b>	<b>6,007,528</b>	<b>6,056,738</b>	<b>6,079,530</b>	<b>5,767,703</b>	<b>5,709,965</b>	<b>5,709,965</b>

<b>Fire Department - Capital Outlay</b>		
<b>Item</b>	<b>Remarks</b>	<b>Item or Project Cost</b>
<b>Installment Purchase</b>		
Quint Ladder Truck	Seventh of seven annual payments	\$91,920
Fire Inspector Vehicle	Fifth of five annual payments	9,100
Station 42 driveway repair	Fourth of five annual payments	8,300
Gas detection equipment replacement	Fourth of five annual payments	5,156
Breathing air cylinder replacement (1st year)	Fourth of five annual payments	7,012
Fire Station Land	Third of fifteen annual payments	15,200
Breathing air cylinder replacement (2nd year)	Third of five annual payments	7,010
Breathing air cylinder replacement (3rd year)	Second of five annual payments	5,400
Radios and radio equipment	Second of five annual payments	18,700
Aerial apparatus	Second of twelve annual payments	93,910
Communication radios and equipment	First of five annual payments	20,550
Fire Engine with mounted equipment	First of ten annual payments	55,183
<b>Subtotal Installment Purchase</b>		<b>337,441</b>
<b>Capital Outlay - Equipment (I.P.) *</b>		
Fire Engine with mounted equipment	New Request	475,000
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>475,000</b>
<b>Non-Capital Outlay - Equipment (I.P.) *</b>		
Communication radios and equipment	Radio replacement program (3 of 3)	96,000
<b>Subtotal Non Capital Equipment (I.P)</b>		<b>96,000</b>
* Item(s) is being paid for under installment purchase financing.		

# PUBLIC SERVICES-STREET DIVISION

## GOALS & OBJECTIVES FY 2014-15

The Street Division provides four primary services for the Town: roadway construction, street maintenance, right-of-way maintenance, and emergency response. These services include roadway and drainage repairs, construction project management and inspections, asphalt resurfacing, mowing and landscaping along the public roadways, and emergency services such as snow removal, storm debris cleanup, assistance to the Police and Fire Departments in emergency street closures, and accident cleanup. The primary emphasis during this fiscal year will be to conduct the bi-annual Pavement Condition Rating, to complete Piney Grove Road Project and to start the Kerner Mill Greenway Project.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Conduct the bi-annual Pavement Condition Survey.
2. Develop, in conjunction with Community Development, a new system and process for the review and approval of roadway/transportation projects.
3. If funds are available, resurface approximately 4.5 lane miles of roadway.
4. Analyze and adjust the Snow and Ice Control plan with the intent of providing the majority of Town residents reasonable access to a bare pavement route within 24 hours of an event.
5. Conduct preliminary analysis (ROI) to convert High Sodium Street lights to LEDs.
6. Cleanup closed-out mulching operation: remove residue, re-grade, and re-seed disturbed areas.

## Public Services - Street Division

### Expenditures Detailed 2014-15 Annual Budget

Classification	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>						
Salaries & Wages - Regular	\$572,119	\$572,427	\$565,549	\$675,618	\$671,368	\$671,368
Salaries & Wages - Temp/PT	0	0	0	0	0	0
Salaries & Wages - Overtime	9,500	14,500	17,500	29,500	29,500	29,500
Auto Allowance Expense	0	0	0	0	0	0
FICA Tax Expenses	44,494	44,494	44,603	53,942	53,616	53,616
Group Insurance Expenses	111,385	111,385	111,385	152,698	140,654	140,654
Retirement Expense - Reg.	41,120	41,120	41,222	49,852	49,551	49,551
Unemployment Insurance	0	0	5,859	4,066	4,066	4,066
Retirement Expense - 401K	0	0	0	6,624	3,291	3,291
Employee Training	4,280	4,280	4,100	9,520	7,850	7,850
<b>Subtotal Personnel</b>	<b>782,898</b>	<b>788,206</b>	<b>790,218</b>	<b>981,819</b>	<b>959,897</b>	<b>959,897</b>
<b>Operating and Maintenance</b>						
Professional Services	5,300	5,300	5,300	7,500	5,300	5,300
Telephone & Postage	5,600	5,600	5,600	9,000	9,000	9,000
Printing	1,150	1,150	0	1,650	1,650	1,650
Street Lighting	364,361	364,361	372,706	412,339	412,339	412,339
Decorative Street Lighting	5,751	5,751	5,751	5,751	5,751	5,751
Departmental Utilities Expense	5,664	5,664	5,020	8,460	8,460	8,460
Travel	1,250	1,250	105	1,925	1,250	1,250
Maintenance/Repair - Other	700	700	700	1,700	700	700
Advertising	500	500	0	1,000	1,000	1,000
Office Supplies	900	900	850	1,400	1,400	1,400
Departmental Supplies/Mat.	10,450	10,450	10,450	12,450	12,450	12,450
Street Supplies and Materials	75,166	75,166	112,500	75,166	76,000	76,000
Signs	19,612	19,612	19,500	19,612	19,612	19,612
Uniforms & Accessories	6,000	6,000	5,800	7,200	6,000	6,000
Equipment Lease Expense	3,347	3,347	517	12,759	12,759	12,759
Landfill Tipping Fees	24,000	24,000	24,000	24,000	24,000	24,000
Contracted Services	68,875	74,875	74,500	100,875	100,875	100,875
Dues and Subscriptions	336	336	300	1,020	1,020	1,020
Insurance and Bonds	46,112	46,357	46,357	56,600	56,600	56,600
Miscellaneous Expenses	2,000	2,000	2,000	2,150	2,150	2,150
<b>Subtotal Operating</b>	<b>647,074</b>	<b>653,319</b>	<b>691,956</b>	<b>762,557</b>	<b>758,316</b>	<b>758,316</b>
<b>Capital Outlay</b>						
General Improvements	0	350,000	350,000	860,000	370,000	370,000
Sidewalk Construction/Repair	13,000	13,000	13,000	13,000	13,000	13,000
Capital Outlay - Equipment	0	69,000	234,000	0	0	0
Capital Outlay - Equipment (IP)	65,000	65,000	65,000	0	0	0
<b>Subtotal Capital Outlay</b>	<b>78,000</b>	<b>497,000</b>	<b>662,000</b>	<b>873,000</b>	<b>383,000</b>	<b>383,000</b>
<b>Installment Purchase</b>						
Installment Purchase	13,909	13,909	13,909	77,320	77,320	77,320
<b>Subtotal Installment Purchase</b>	<b>13,909</b>	<b>13,909</b>	<b>13,909</b>	<b>77,320</b>	<b>77,320</b>	<b>77,320</b>
<b>Totals</b>	<b>1,521,881</b>	<b>1,952,434</b>	<b>2,158,083</b>	<b>2,694,696</b>	<b>2,178,533</b>	<b>2,178,533</b>

## Public Services - Street Division - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Mini Excavator	Second of five annual payments	\$13,400
Angel Road	Fourth of five annual payments	63,920
<b>Subtotal Installment Purchase</b>		<b>77,320</b>
<b>Capital Outlay - General Improvement</b>		
Piney Grove Road Widening		\$370,000
<b>Subtotal Capital Outlay - General Improvement</b>		<b>370,000</b>
<b>Sidewalk construction</b>		
Sidewalk Construction/Repair	New Request	\$13,000
<b>Subtotal Sidewalk Constr.</b>		<b>13,000</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal Capital Outlay - Equipment</b>		
<b>Capital Outlay - Equipment (IP) *</b>		
<b>Subtotal Capital Outlay - Equipment (IP)</b>		<b>0</b>
* Item(s) is being paid for under installment purchase financing.		

# PUBLIC SERVICES- SOLID WASTE DIVISION

## GOALS & OBJECTIVES FY 2014-15

The Solid Waste Division is responsible for the promotion of a healthy and clean environment through the timely collection and disposal of solid waste. However, a priority of this Division is not just disposal, but rather re-purposing of this material through an effective recycling program. The Division also provides special services to include white good and bulky item collections, yard waste collections and public education programs.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Negotiate and implement a new recycling contract. The primary goal of this contract is to reduce overall program cost and to reduce time from pickup to disposal.
2. Develop and implement new water quality monitoring plan for the closed Freeman Mill Road Landfill. This is a State mandated requirement.
3. Conduct recycling study then develop a targeted public outreach program for the areas with low participation.
4. Division Manager to acquire Public Works Manager (PWM) Credentials.
5. Continue to implement programs designed to achieve the waste reduction goals outlined in the Forsyth County 10-year Solid Waste Plan.
6. Complete the Commercial client inventory and mapping study started in FY 13-14.

## Public Services - Solid Waste Division

### Expenditures Detailed

2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	685,654	665,700	666,070	\$665,700	\$629,187	\$625,444	\$625,444
Salaries & Wages - Temp/PT	13,107	7,680	7,680	7,600	7,680	7,680	7,680
Salaries & Wages - Overtime	6,772	9,000	14,000	14,280	9,000	9,000	9,000
FICA Tax Expenses	52,460	52,202	52,202	52,600	49,409	49,122	49,122
Group Insurance Expenses	125,705	120,930	120,930	120,930	132,653	122,548	122,548
Retirement Expense - Reg.	45,338	47,701	47,701	48,075	45,120	44,855	44,855
Unemployment Insurance	0	0	0	6,858	3,852	3,852	3,852
Retirement Expense - 401K	0	0	0	0	6,169	3,066	3,066
Employee Training	2,944	3,000	3,000	3,000	1,750	1,750	1,750
<b>Subtotal Personnel</b>	<b>931,980</b>	<b>906,213</b>	<b>911,583</b>	<b>919,042</b>	<b>884,820</b>	<b>867,318</b>	<b>867,318</b>
<b>Operating and Maintenance</b>							
Professional Services	37,584	16,175	56,175	15,900	39,500	39,500	39,500
Telephone & Postage	4,505	5,900	5,900	5,200	5,900	5,900	5,900
Printing	7,774	10,760	10,760	9,800	10,760	10,760	10,760
Travel	930	1,125	1,125	1,125	1,800	1,800	1,800
Advertising	2,500	2,800	2,800	2,800	2,800	2,800	2,800
Office Supplies	1,532	2,000	2,000	2,000	2,100	2,100	2,100
Departmental Supplies/Mat.	34,271	41,665	41,665	40,950	41,680	41,680	41,680
Departmental Supplies/Recycle	322,619	56,645	26,645	56,000	28,445	28,445	28,445
Uniforms & Accessories	8,528	9,200	9,200	9,075	9,200	9,200	9,200
Landfill Tipping Fees	419,705	440,760	440,760	439,000	440,760	440,760	440,760
Solid Waste Fees Expense	14,545	22,500	16,500	22,500	24,000	24,000	24,000
Contracted Services	48,524	49,830	49,830	48,900	47,600	47,600	47,600
Dues and Subscriptions	736	745	745	700	850	850	850
Insurance and Bonds	43,441	41,121	41,450	41,121	45,698	45,575	45,575
Miscellaneous Expenses	154	1,500	1,500	1,500	1,500	1,500	1,500
<b>Subtotal Operating</b>	<b>947,349</b>	<b>702,726</b>	<b>707,055</b>	<b>696,571</b>	<b>702,593</b>	<b>702,470</b>	<b>702,470</b>
<b>Capital Outlay</b>							
Capital Outlay - General Improvements	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	36,000	36,000	0	0	0
Capital Outlay - Equipment (IP)	496,936	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>496,936</b>	<b>0</b>	<b>36,000</b>	<b>36,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	249,558	177,185	177,185	177,185	172,689	177,185	177,185
<b>Subtotal Installment Purchase</b>	<b>249,558</b>	<b>177,185</b>	<b>177,185</b>	<b>177,185</b>	<b>172,689</b>	<b>177,185</b>	<b>177,185</b>
<b>Totals</b>	<b>2,625,823</b>	<b>1,786,124</b>	<b>1,831,823</b>	<b>1,828,798</b>	<b>1,760,102</b>	<b>1,746,973</b>	<b>1,746,973</b>

**Public Services - Solid Waste Division- Capital Outlay**

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Front End Loader Refuse Collection Truck	Fourth of five annual payments	\$50,930
Container Collection/Set Truck	Fourth of five annual payments	19,259
Automated Refuse Collection Truck-Recycle	Third of five annual payments	53,498
Automated Refuse Collection Truck-Refuse	Third of five annual payments	53,498
<b>Subtotal Installment Purchase</b>		<b>177,185</b>
<b>Capital Outlay - Equipment (I.P.)</b>		
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>0</b>
<p>* Item(s) is being paid for under installment purchase financing.</p>		

# PARKS AND RECREATION DEPARTMENT

## GOALS & OBJECTIVES FY 2014-2015

“Kernersville Parks and Recreation strives to improve the quality of life & safety for its citizens & employees by offering diverse quality programs, activities, parks & town facilities while also protecting the environment.”

The goal of Kernersville Parks and Recreation is to accomplish the above mission statement. This goal can be achieved through the implementation of the Parks and Recreation Comprehensive Master Plan. Kernersville is a leader when it comes to generating economic revenues due to tourism thru the usage of the Ivey M. Redmon Sports Complex.

This Department operates seven current facilities which are Kernersville Recreation Center, Fourth of July, Harmon Park, Civitan Park, Old Lake Park, Ivey M. Redmon Sports Complex, Century Lake Park, and Rotary Park. The Department also maintains additional acreage of common space turf and landscape beds as well some DOT right of way in addition to the park acreage. The Department currently produces 220-270 special events and programs per year, upholds 35+ corporate accounts, achieves numerous sponsorships, and maintains a high media presence. We also host 32 state and national level baseball tournaments, several large cross-country meets, youth lacrosse league, and organize several large adult weeknight athletic leagues per year. Some near future additions to the system include Kerner Mill Greenway Park and the Bagley Lacrosse & Field Sports Complex. Current staff is composed of 9 full-time and roster of seasonal and part-time staff.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Continue searching for external funding opportunities that will both advance the departments planning efforts and benefit the Town.
  - a) Seek Local, State, Federal and Private Grants for capital, programming, marketing, organizational projects.
  - b) Establish field sponsorship packages for all fields at Ivey M. Redmon Sports Complex and the Bagley Lacrosse and Field Sports Complex
2. Continue working towards becoming a more self-sustaining department.
  - a) Each additional fiscal year look to increase department revenues by a small percentage so over time we can reach a higher recovery rate.
  - b) Examine each program and events pricing schedule. Take into account indirect and direct expenses and when setting fees and when applicable set prices to create profit.
  - c) Look into current expenses and analyze if they can be reduced through program design or operational practices.
  - d) Continue to monitor our Schedule of Fees and determine if they need to be kept the same or increase based on demand and usage.

# PARKS AND RECREATION DEPARTMENT

## GOALS & OBJECTIVES FY 2014-2015

3. Improving & developing park facilities.
  - a) Continue the improvement of turf grass and athletic fields in the parks.
  - b) Continue implementing and refining the standards set forth in the Parks Maintenance and Landscaping policy manual.
  - c) Continue effective inspections, reporting, and, repairs of all system amenities and facilities.
  - d) Complete a site plan for a renovation of Civitan Park.
  - e) Complete a grading plan for Ivey M. Redmon Sports Complex in order to take advantage of development opportunities that are or may become present for the continued development of the facility.
  - f) Begin the process of implementing changes to our facilities to improve our facility inclusion.
  - g) Begin and complete the first phase of the Bagley Lacrosse and Field Sports Complex. The phase will include one lit championship stadium with three additional play-in fields and spectator seating.
  
4. Increase overall departmental safety and risk awareness.
  - a) Complete at least 10 all department employee trainings on risks, public safety, law enforcement, and environmental hazards.
  - b) Complete at least 2 equipment trainings with each employee on each piece of equipment they will operate (one initial and one review)
  - c) Inspect and maintain vehicles and equipment to operational standards.
  - d) Have and maintain first aid kits in all trucks and facilities for emergency use.
  - e) Train staff and new hires on accident and incident reports.
  
5. Provide well organized programs, athletics, and, special events to meet the needs of the citizens.
  - f) Recruit and contract 75 quality independent instructors and vendors
  - g) Offer at least 15 community special events
  - h) Maintain a Cancellation rate below 15 %
  - i) Contract at least 3 providers to offer ½ day specialty camps in addition to current summer camp offerings
  
7. Maintain positive and effective avenues of departmental communications.
  - a) Obtain corporate sponsorship for at least 7 major events.
  - b) Design and distribute 3 departmental programming brochures.
  - c) Maintain positive working relationship with the local media
  - d) Continue to promote and effectively use the department's listserve and Rec 1 software.

## Parks & Recreation Department

### Expenditures Detailed 2014-15 Annual Budget

Classification	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>						
Salaries & Wages - Regular	345,951	346,074	\$346,074	\$352,598	\$350,411	\$350,411
Salaries & Wages - Temp/PT	124,648	124,648	124,648	124,000	124,000	124,000
Salaries & Wages - Overtime	6,000	6,000	6,000	6,000	6,000	6,000
FICA Tax Expenses	36,460	36,460	36,469	36,919	36,751	36,751
Group Insurance Expenses	67,495	67,495	67,495	70,481	64,482	64,482
Retirement Expense - Reg.	33,696	33,696	33,704	34,120	33,965	33,965
Unemployment Insurance	0	0	5,000	1,926	1,926	1,926
Retirement Expense - 401K	0	0	0	3,457	1,718	1,718
Employee Training	2,140	2,140	2,000	4,280	4,280	4,280
<b>Subtotal Personnel</b>	<b>616,390</b>	<b>616,513</b>	<b>621,390</b>	<b>633,780</b>	<b>623,534</b>	<b>623,534</b>
<b>Operating and Maintenance</b>						
Professional Services	56,170	60,440	60,440	53,400	48,400	48,400
Telephone & Postage	11,000	11,000	8,000	8,400	8,400	8,400
Printing	500	500	400	500	500	500
Departmental Utilities Expense	61,684	61,684	61,684	62,020	62,020	62,020
Travel	2,900	2,900	2,000	3,200	3,200	3,200
Maintenance/Repair - Bldg.	59,500	65,516	65,516	64,000	64,000	64,000
Maintenance/Repair - Radio	225	225	0	0	0	0
Maintenance/Repair - Other	4,800	7,963	7,963	3,800	7,000	7,000
Building & Equipment Rental	69,184	69,184	69,184	69,139	64,139	64,139
Advertising	500	500	800	800	800	800
Office Supplies	4,220	4,220	4,000	4,220	4,220	4,220
Departmental Supplies/Mat.	45,400	46,700	46,700	45,400	45,400	45,400
Landscaping Supplies/Mat.	12,395	12,395	12,395	13,650	12,395	12,395
Landscaping Supl/Mat. Tree Care	0	0	0	0	0	0
Concession Supplies/Mat.	2,000	2,000	0	2,000	2,000	2,000
Uniforms & Accessories	3,400	3,400	3,400	3,805	3,805	3,805
Equipment Lease Expense	1,800	1,800	1,800	1,800	28,800	28,800
Special Events	28,000	28,000	28,000	28,800	28,800	28,800
Athletic Expenses	63,122	63,122	63,122	63,122	63,122	63,122
Recreational Activities - Gen Program	22,000	28,333	28,000	22,000	22,000	22,000
Recreational Camps	27,580	27,580	27,580	27,580	27,580	27,580
Wildlife Maintenance	400	400	0	0	0	0
Special Marketing Activities	17,075	17,075	17,075	19,575	18,000	18,000
Contracted Services	4,000	4,000	4,000	31,000	4,000	4,000
Dues and Subscriptions	1,975	1,975	1,975	1,975	1,975	1,975
Insurance and Bonds	16,235	16,377	16,377	20,200	20,200	20,200
Miscellaneous Expenses	1,200	1,200	2,000	1,400	1,400	1,400
<b>Subtotal Operating</b>	<b>517,265</b>	<b>538,489</b>	<b>532,411</b>	<b>551,786</b>	<b>542,156</b>	<b>542,156</b>
<b>Capital Outlay</b>						
Capital Outlay - Land	0	0	0	0	0	0
Capital Outlay - Buildings	0	0	0	0	0	0
Capital Outlay - General Improvements (I.P.)	0	0	0	0	0	0
Capital Outlay - Improvements (I.P.)	0	0	0	170,000	0	0
Capital Outlay - Equipment	5,000	5,000	4,790	0	0	0
Capital Outlay - Equipment (I.P.)	0	0	0	19,000	30,000	30,000
<b>Subtotal Capital Outlay</b>	<b>5,000</b>	<b>5,000</b>	<b>4,790</b>	<b>189,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Installment Purchase</b>						
Installment Purchase	101,082	101,082	101,082	80,160	46,081	46,081
<b>Subtotal Installment Purchase</b>	<b>101,082</b>	<b>101,082</b>	<b>101,082</b>	<b>80,160</b>	<b>46,081</b>	<b>46,081</b>
<b>Totals</b>	<b>1,239,737</b>	<b>1,261,084</b>	<b>1,259,673</b>	<b>1,454,726</b>	<b>1,241,771</b>	<b>1,241,771</b>

## Parks & Recreation Department - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Community Pool	Fifteen of fifteen annual payments	\$10,000
Infield dragging Leveller	Five of five annual payments	1,284
John Deere Gator	Four of five annual payments	1,445
Self Contained Spray Unit	Four of five annual payments	5,156
Fourth of July Park - Tennis Courts	Four of five annual payments	14,275
Crew Cab Truck	Three of five annual payments	5,700
Mower	Three of five annual payments	1,800
Admin Vehicle	First of five annual payments	6,421
<b>Subtotal Installment Purchase</b>		<b>46,081</b>
<b>Capital Outlay - Improvements (I.P.)</b>		
<b>Subtotal Capital Outlay - General Improvments</b>		<b>0</b>
<b>Capital Outlay - Equipment (I.P.) *</b>		
Admin Vehicle	Replace existing Admin Vehicle (1994 Crown Victoria)	30,000
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>30,000</b>
<p>* Item(s) is being paid for under installment purchase financing.</p>		

# PADDISON MEMORIAL LIBRARY

## GOALS & OBJECTIVES FY 2014-15

The Paddison Memorial Library is a public gift which has been entrusted to the Town of Kernersville. Therefore, it is our responsibility to manage and maintain this facility in accordance with said Trust. The upper floor of this building is sub-leased to Forsyth County, except the Paddison Room, for the purpose of providing a public library. The lower floor is leased to the Kernersville Shepherd's Center. The Shepherd's Center is using this space to provide a Senior Enrichment Center. However, some of the space is periodically sub-leased to other community groups when not in use by the Senior Enrichment Center. Expenses associated with this account are for cleaning supplies, electrical, plumbing, HVAC, building maintenance and utilities, as outlined in the lease agreement. Maintenance and custodial services are provided by the General Services Component of the Central Maintenance Division, Public Services Department.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Repair/replace handrails down corridor of the Senior Center.
2. Analyze remaining lifecycle of HVAC system.

# Library

## Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Departmental Utilities Expense	\$24,054	\$24,432	\$24,432	\$23,500	\$24,432	\$24,432	\$24,432
Maintenance/Repair - Bldg.	6,512	10,000	12,122	12,122	10,000	10,000	10,000
Maintenance/Repair - Other	1,523	8,000	8,000	7,000	8,000	8,000	8,000
Departmental Supplies	6,136	6,900	6,900	5,000	6,900	6,900	6,900
Contracted Services	5,161	7,230	7,230	6,000	7,230	7,230	7,230
Insurance and Bonds	1,769	1,856	1,856	1,856	2,470	2,470	2,470
Miscellaneous Expenses	0	300	300	300	300	300	300
<b>Subtotal Operating</b>	<b>45,153</b>	<b>58,718</b>	<b>60,840</b>	<b>55,778</b>	<b>59,332</b>	<b>59,332</b>	<b>59,332</b>
<b>Capital Outlay</b>							
Capital Outlay - Bldgs.	0	0	0	0	0	0	0
Capital Outlay - General Improv.	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>45,153</b>	<b>58,718</b>	<b>60,840</b>	<b>55,778</b>	<b>59,332</b>	<b>59,332</b>	<b>59,332</b>

# PUBLIC SERVICES-GENERAL SERVICES

## GOALS & OBJECTIVES FY 2014-15

General Services is one of the operational components of the Central Maintenance Division. This unit is tasked with two primary functions; building maintenance and custodial services. Although these services vary by location, this unit is generally responsible for the following buildings: Town Hall, Stockton Law Enforcement Center, Paddison Library, Senior Center, all Public Services Buildings, Community House, Chamber of Commerce, Recycling Center, the Allegacy Bank Building and the rental buildings generally referred to as 115, 125, 133 and 141 South Main Street. This unit also provides maintenance assistance to the Fire Department and the Parks and Recreation Department.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Replace Central Maintenance carwash equipment and apparatus; coordinate effort with Stormwater to connect system to a rainwater harvesting and recycling device.
2. Resurface Public Services Operations Facility Parking Lot.
3. Complete security fencing around Public Services Operations Facility.
4. Modify operations for changing out Council Chamber furniture.
5. Upgrade Solid Waste Break room: create approximately 200sf of additional space, remodel bathroom and upgrade existing flooring.

## Public Services - General Services Division

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$104,089	\$104,966	\$105,028	\$103,400	\$106,546	\$106,026	\$106,026
Salaries & Wages - Temp/PT	0	0	0	0	0	0	0
Salaries & Wages - Overtime	0	0	0	0	0	0	0
FICA Tax Expenses	7,838	8,030	8,030	7,910	8,151	8,111	8,111
Group Insurance Expenses	17,849	17,865	17,865	17,865	20,015	18,785	18,785
Retirement Expense - Reg.	6,866	7,421	7,421	7,310	7,533	7,496	7,496
Unemployment Insurance	0	0	0	1,082	642	642	642
Retirement Expense - 401K	0	0	0	0	1,045	520	520
Employee Training	152	200	200	200	200	200	200
<b>Subtotal Personnel</b>	<b>136,793</b>	<b>138,482</b>	<b>138,544</b>	<b>137,767</b>	<b>144,132</b>	<b>141,780</b>	<b>141,780</b>
<b>Operating and Maintenance</b>							
Professional Services	0	150	22,850	22,850	3,000	150	150
Telephone & Postage	2,621	2,936	2,936	2,936	2,936	2,936	2,936
Printing	326	0	0	0	0	0	0
Departmental Utilities Expense	133,898	159,378	159,378	140,000	159,378	159,378	159,378
Travel	0	450	450	200	450	450	450
Maintenance/Repair - Bldg.	47,652	33,000	69,000	47,652	35,100	33,000	33,000
Maintenance/Repair - Radio	16	295	295	295	295	295	295
Maintenance/Repair - Other Equip.	37,828	31,410	34,685	40,500	31,210	31,210	31,210
Advertising	0	0	1,200	1,200	0	0	0
Departmental Supplies/Mat.	21,711	26,800	26,800	26,800	26,800	26,800	26,800
Uniforms & Accessories	798	1,095	1,095	1,608	1,700	1,700	1,700
Contracted Services	37,164	25,467	25,467	35,000	31,670	31,670	31,670
Insurance and Bonds	6,057	6,156	6,201	6,201	7,358	7,358	7,358
Miscellaneous Expenses	78	300	300	300	300	300	300
<b>Subtotal Operating</b>	<b>288,150</b>	<b>287,437</b>	<b>350,657</b>	<b>325,542</b>	<b>300,197</b>	<b>295,247</b>	<b>295,247</b>
<b>Capital Outlay</b>							
Capital Outlay - Buildings	0	0	0	0	0	0	0
Capital Outlay - Gen Improvements (I.P)	0	0	0	0	220,000	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
Capital Outlay - Equipment (I.P.)	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>220,000</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	19,813	19,820	19,820	19,820	19,820	19,820	19,820
<b>Subtotal Installment Purchase</b>	<b>19,813</b>	<b>19,820</b>	<b>19,820</b>	<b>19,820</b>	<b>19,820</b>	<b>19,820</b>	<b>19,820</b>
<b>Totals</b>	<b>444,756</b>	<b>445,739</b>	<b>509,021</b>	<b>483,129</b>	<b>684,149</b>	<b>456,847</b>	<b>456,847</b>

**Public Services - General Services Division - Capital Outlay**

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Resurface Public Services Yard	Third of five annual payments	\$11,720
Replace Roof at Public Services Admin Bldg	Third of five annual payments	4,050
Replace Roof and Gutters at Town Hall	Third of five annual payments	4,050
<b>Subtotal Installment Purchase</b>		<b>19,820</b>
<b>Capital Outlay - Buildings</b>		
<b>Subtotal Capital Outlay - Buildings</b>		<b>0</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal Capital Outlay - Equipment</b>		<b>0</b>
<b>Capital Outlay - General Improvements (I.P.)</b>		
<b>Subtotal Capital Outlay - General Improvements (I.P.)</b>		<b>0</b>
* Item(s) is being paid for under installment purchase financing.		

# SPECIAL APPROPRIATIONS

## GOALS & OBJECTIVES FY 2014-15

The items contained in this budget are generally transfer items where the Revenue is generated by the General Fund and the expenditures occur in other budgetary funds. The exceptions are departmental transfers for salary-related expenses and debt service payments for the general obligation bonds for street improvements.

## Special Appropriations

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Reserve for Future Group Insurance	\$0	\$0	\$20,560	\$20,560	\$0	\$0	\$0
Transfer to Cap Res/future Transp Projects	438,351	0	0	0	0	0	0
Transfer to Cap Res/future Fire Dept Projects	0	0	0	0	0	0	0
Transfer to Cap Res/CRF Development Fee	1,864	0	0	0	0	0	0
Transfer to Cap Res/Future Group Insurance Expense	54,272	0	0	0	0	0	0
Transfer to Cap Res/CRF Utility Access Fee	0	0	0	0	0	0	0
Transfer to Cap Reserve Fund - Future Eng. Projects	0	0	0	0	0	0	0
Transfer to Stormwater Fund for Fees	212,332	212,332	212,332	212,332	216,579	216,579	216,579
Transfer to Stormwater Fund	0	0	0	0	0	0	0
Transfer to Contribution - Recreational Project	62,568	35,000	35,000	35,000	35,000	0	0
Transfer to E911 - from General Fund	32,651	0	0	0	0	0	0
Transfer to E911 - Debt Service	0	0	0	0	0	0	0
Transfer to Self-Med. Loss	1,108	0	0	0	0	0	0
Transfer to Traffic Enf. Team	0	0	0	0	0	0	0
Transfer to Transportation-Ad Valorem Tax	0	0	0	0	0	0	0
Transfer to Transportation Fund -	0	0	0	0	0	0	0
Transfer to Kerner Mill Greenway CPO	0	0	0	0	0	0	0
Transfer to D-CFBB	0	0	0	0	0	0	0
Transfer to Stormwater Fund -	0	0	0	0	0	0	0
Transfer to Contributions - PD	0	0	0	0	0	0	0
<b>Subtotal Operating</b>	<b>803,146</b>	<b>247,332</b>	<b>267,892</b>	<b>267,892</b>	<b>251,579</b>	<b>216,579</b>	<b>216,579</b>
<b>Other</b>							
FY11-12 Reserve - Salaries							
Reserve - DEVPR	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0
<b>Subtotal Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Debt Service</b>							
Street Bond Payment - Principal	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Street Bond Payment - Interest	197,400	181,400	181,400	181,400	165,400	165,400	165,400
Revolving Sewer Loan - Principal	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Revolving Sewer Loan - Interest	125,840	116,160	116,160	116,160	106,480	106,480	106,480
<b>Subtotal Debt Service</b>	<b>1,123,240</b>	<b>1,097,560</b>	<b>1,097,560</b>	<b>1,097,560</b>	<b>1,071,880</b>	<b>1,071,880</b>	<b>1,071,880</b>
<b>Totals</b>	<b>1,926,386</b>	<b>1,344,892</b>	<b>1,365,452</b>	<b>1,365,452</b>	<b>1,323,459</b>	<b>1,288,459</b>	<b>1,288,459</b>

# PUBLIC SERVICES -ADMINISTRATION DIVISION

## GOALS & OBJECTIVES FY 2014-15

The purpose of this Division is to provide leadership, planning, operational control, budgeting, training management and administrative support to the three operational divisions of the Department.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Recruit and train replacement Operations Specialist.
2. Transfer recycling position from Solid Waste to Administration. Add the duties of sustainability (i.e. Fuel, Energy, etc.) and change the position title to Sustainability Specialist. Rewrite job description to match new duties. Prepare position survey and send to the PTCOG for salary study.
3. Convert Operations Specialist position to a Business Analyst. Rewrite job description to match new duties. Prepare position survey and send to the PTCOG for salary study.
4. Perform a public records audit of all files.

## Public Services - Administration Division

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$224,186	\$229,284	\$229,366	\$229,366	\$277,054	\$275,740	\$275,740
Salaries & Wages - Temp/PT	0	2,400	2,400	2,400	0	0	0
Salaries & Wages - Overtime	0	0	0	0	0	0	0
Auto Allowance Expense	0	0	0	0	0	0	0
FICA Tax Expenses	16,219	17,724	17,724	17,730	21,195	21,094	21,094
Group Insurance Expenses	37,111	37,160	37,160	37,160	40,779	37,907	37,907
Retirement Expense - Reg.	14,790	16,210	16,210	16,216	19,588	19,495	19,495
Unemployment Insurance	0	0	0	2,170	1,070	1,070	1,070
Retirement Expense - 401K	0	0	0	0	2,717	1,352	1,352
Employee Training	5,967	6,149	6,149	6,000	2,200	2,200	2,200
<b>Subtotal Personnel</b>	<b>298,273</b>	<b>308,927</b>	<b>309,009</b>	<b>311,042</b>	<b>364,602</b>	<b>358,858</b>	<b>358,858</b>
<b>Operating and Maintenance</b>							
Professional Services	1,800	1,075	1,075	800	275	275	275
Telephone & Postage	2,906	3,110	3,110	3,000	3,350	3,350	3,350
Printing	1,179	1,250	1,250	1,250	1,250	1,250	1,250
Travel	1,781	2,475	2,475	2,475	7,000	4,000	4,000
Advertising	0	125	125	125	125	125	125
Office Supplies	1,030	1,100	1,100	1,000	1,100	1,100	1,100
Departmental Supplies/Mat.	5,629	6,200	6,200	6,000	6,900	5,500	5,500
Uniforms & Accessories	447	500	500	500	650	650	650
Dues and Subscriptions	855	880	880	800	1,354	1,354	1,354
Insurance and Bonds	8,469	8,499	8,594	8,500	12,067	12,067	12,067
Miscellaneous Expenses	1,673	1,700	1,700	1,700	3,200	2,000	2,000
<b>Subtotal Operating</b>	<b>25,770</b>	<b>26,914</b>	<b>27,009</b>	<b>26,150</b>	<b>37,271</b>	<b>31,671</b>	<b>31,671</b>
<b>Capital Outlay</b>							
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>324,043</b>	<b>335,841</b>	<b>336,018</b>	<b>337,192</b>	<b>401,873</b>	<b>390,529</b>	<b>390,529</b>

# PUBLIC SERVICES-CENTRAL MAINTENANCE DIVISION

## GOALS & OBJECTIVES FY 2014-15

The Central Maintenance Division is tasked with three primary functions: fleet/equipment maintenance, building maintenance, and custodial services. However, the top priority of the Division is to maintain the Town's emergency response and critical equipment in an operational state that will insure timely, effective delivery of services. Another priority of the Division is cost reduction of building, vehicle and equipment maintenance through the use of an effective preventive maintenance program. Currently, the Division maintains 350 pieces of equipment and 20 buildings with multiple private and public tenants.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Develop and implement a loaner vehicle program.
2. 20% of technician staff to obtain ASE certification.
3. Continue efforts to reduce fleet age by eliminating old and/or under-utilized equipment and by assisting other departments with the purchasing of new equipment.
4. Inventory equipment and tools, replacement of items that could pose potential safety problems and those items that no longer have functional value.

## Public Services - Central Maintenance Division

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	\$315,515	\$320,450	\$320,614	\$313,143	\$331,517	\$329,796	\$329,796
Salaries & Wages - Temp/PT	241	2,250	2,250	0	0	0	0
Salaries & Wages - Overtime	-78	0	0	3,450	2,250	2,250	2,250
FICA Tax Expenses	23,042	24,687	24,687	24,219	25,533	25,402	25,402
Group Insurance Expenses	68,157	70,301	70,301	70,301	89,546	80,953	80,953
Retirement Expense - Reg.	20,969	22,815	22,815	22,383	23,597	23,476	23,476
Unemployment Insurance	0	0	0	3,424	1,712	1,712	1,712
Retirement Expense - 401K	0	0	0	0	3,250	1,617	1,617
Employee Training	2,364	3,155	3,155	3,155	3,435	3,435	3,435
<b>Subtotal Personnel</b>	<b>430,210</b>	<b>443,658</b>	<b>443,822</b>	<b>440,075</b>	<b>480,841</b>	<b>468,640</b>	<b>468,640</b>
<b>Operating and Maintenance</b>							
Professional Services	378	400	400	400	400	400	400
Telephone & Postage	2,960	3,792	3,792	3,792	3,792	3,792	3,792
Printing	589	795	795	795	600	600	600
Departmental Utilities Expense	133	0	0	0	0	0	0
Travel	2,418	2,700	2,700	2,000	2,700	2,700	2,700
Maintenance/Repair - Bldg.	30	0	0	0	0	0	0
Maintenance/Repair - Radio	0	5,450	5,450	1,000	5,450	5,450	5,450
Maintenance/Repair - Other	2,909	4,885	4,885	4,885	5,045	5,045	5,045
Subcontracted Vehicle Repair	66,891	70,300	70,300	70,300	84,300	70,300	70,300
Advertising	147	250	250	250	250	250	250
Office Supplies	600	800	800	800	800	800	800
Departmental Supplies/Mat.	21,518	24,688	24,688	24,688	16,588	16,588	16,588
Oil and Lubricant	17,956	14,568	16,333	16,333	14,568	14,568	14,568
Gasoline	216,425	292,333	292,333	266,826	281,064	274,064	274,064
Tires	96,072	95,997	95,997	95,997	95,997	95,997	95,997
Diesel Fuel	237,339	322,282	322,282	290,000	315,978	308,978	308,978
Parts & Accessories	125,599	132,674	132,674	132,674	144,674	144,674	144,674
Uniforms & Accessories	10,227	9,450	9,450	5,650	6,000	6,000	6,000
State Hwy Use Tax	4,525	4,560	4,560	6,836	9,450	9,450	9,450
Contracted Services	8,622	9,950	9,950	7,000	9,950	9,950	9,950
Dues and Subscriptions	454	483	483	483	525	525	525
Insurance and Bonds	28,542	19,863	20,004	20,004	23,588	23,588	23,588
Miscellaneous Expenses	439	500	500	500	1,000	1,000	1,000
<b>Subtotal Operating</b>	<b>844,774</b>	<b>1,016,720</b>	<b>1,018,626</b>	<b>951,213</b>	<b>1,022,719</b>	<b>994,719</b>	<b>994,719</b>
<b>Capital Outlay</b>							
Capital Outlay - Bldgs.	0	0	0	0	0	0	0
Capital Outlay - Equipment (IP)	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>1,274,984</b>	<b>1,460,378</b>	<b>1,462,448</b>	<b>1,391,288</b>	<b>1,503,560</b>	<b>1,463,359</b>	<b>1,463,359</b>

# FORFEITURE FUND

## GOALS & OBJECTIVES FY 2014-15

The Forfeiture Funds consist of three revenue and expenditure accounts associated with Law Enforcement. The revenue supporting these funds is derived primarily from drug investigations. The funds are utilized to enhance departmental operations; support the Emergency Response Team and enhance drug awareness programs. The utilization of these funds is managed under strict guidelines set by federal and state law. The use of these funds is to enhance law enforcement/criminal justice operations and may not be used to supplant normally budgeted operations.

### **Goals and Objectives for Fiscal Year 2014-2015**

1. Enhance agency capacity and capabilities by using funds to acquire items outside the normal expected budget process of the Town.
2. Enhance officer and citizen safety through by acquiring additional training and equipment.
3. Leverage resources by using funds for the matching portion of various grants.
4. Continue to support drug enforcement and education programs.
5. Support the mission of the Emergency Response Team and Narcotics Division.

## Law Enforcement Forfeiture - US Treasury

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$4	\$25	\$25	\$2	\$25	\$25	\$25
Forfeiture Funds - US Treasurer	0	0	0	6,442	0	0	0
Fund Balance Appropriated	0	116,070	116,070	108,770	0	0	0
Fund Balance Unappropriated*	130,941	14,871	14,871	22,171	22,171	22,171	22,171
* Not included in totals							
<b>Totals</b>	<b>4</b>	<b>116,095</b>	<b>116,095</b>	<b>115,214</b>	<b>25</b>	<b>25</b>	<b>25</b>

## Law Enforcement Forfeiture - US Treasury

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Employee Training	2,875	0	0	0	0	0	0
Travel	3,150	0	0	0	0	0	0
Departmental Supplies/Mat.	56,428	116,095	116,095	115,214	25	25	25
<b>Subtotal Operating</b>	<b>62,453</b>	<b>116,095</b>	<b>116,095</b>	<b>115,214</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Capital Outlay</b>							
Capital Outlay - General Improvements	3,685	0	0	0	0	0	0
Capital Outlay - Equipment	10,000	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>13,685</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>76,138</b>	<b>116,095</b>	<b>116,095</b>	<b>115,214</b>	<b>25</b>	<b>25</b>	<b>25</b>

## Law Enforcement Forfeiture - Federal Justice

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$4	\$25	\$25	\$2	\$25	\$25	\$25
Forfeiture Funds - Fed. Justice	84,802	0	0	22,654	0	0	0
Fund Balance Appropriated	0	40,475	40,475	13,224	108,810	108,810	108,810
Fund Balance Unappropriated*	152,929	112,454	112,454	139,705	30,895	30,895	30,895
* Not included in totals							
<b>Totals</b>	<b>84,806</b>	<b>40,500</b>	<b>40,500</b>	<b>35,880</b>	<b>108,835</b>	<b>108,835</b>	<b>108,835</b>

## Law Enforcement Forfeiture - Federal Justice

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Departmental Supplies/Mat.	\$192,532	\$0	\$0	\$0	\$52,050	\$52,050	\$52,050
Information/Ammo Expense	1,585	40,500	40,500	35,880	36,000	36,000	36,000
Employee Training	0	0	0	0	0	0	0
Travel	0	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0	0
Uniforms	0	0	0	0	20,785	20,785	20,785
<b>Subtotal Operating</b>	<b>194,117</b>	<b>40,500</b>	<b>40,500</b>	<b>35,880</b>	<b>108,835</b>	<b>108,835</b>	<b>108,835</b>
<b>Capital Outlay</b>							
Capital Outlay - Improvements	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	0	0	0	0	0	0	0
<b>Subtotal Installment Purchase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>194,117</b>	<b>40,500</b>	<b>40,500</b>	<b>35,880</b>	<b>108,835</b>	<b>108,835</b>	<b>108,835</b>

## Law Enforcement Forfeiture - State/Local

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$113	\$25	\$25	\$2	\$25	\$25	\$25
Forfeiture Funds - State/Local	0	0	0	0	0	0	0
State Unauth. Substance Tax	0	0	0	16,081	0	0	0
Fund Balance Appropriated	0	36,725	36,725	28,987	225	225	225
Fund Balance Unapropriated*	59,703	22,978	22,978	30,716	30,491	30,491	30,491
* Not included in totals							
<b>Totals</b>	<b>113</b>	<b>36,750</b>	<b>36,750</b>	<b>45,070</b>	<b>250</b>	<b>250</b>	<b>250</b>

## Law Enforcement Forfeiture - State/Local

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Professional Services	\$0	\$0	\$7,500	\$7,500	\$0	\$0	\$0
Employee Training	0	0	0	0	0	0	0
Travel	0	250	250	0	250	250	250
Departmental Supplies/Mat.	6,493	31,500	24,000	33,070	0	0	0
Trans. to GF-GHSP-Grant Match	0	5,000	5,000	0	0	0	0
<b>Subtotal Operating</b>	<b>6,493</b>	<b>36,750</b>	<b>36,750</b>	<b>40,570</b>	<b>250</b>	<b>250</b>	<b>250</b>
<b>Capital Outlay</b>							
General Improvements							
Capital Outlay - Equipment	25,835	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>25,835</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>32,328</b>	<b>36,750</b>	<b>36,750</b>	<b>40,570</b>	<b>250</b>	<b>250</b>	<b>250</b>

# JUSTICE ASSISTANCE GRANT

## GOALS & OBJECTIVES FY 2014-15

The JAG Program, administered by the Bureau of Justice Assistance (BJA), is the leading source of federal justice funding to state and local jurisdictions. The JAG Program provides states, tribes, and local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court, prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, and technology improvement, and crime victim and witness initiatives.



## Justice Assistance Grant

Expenditures Detailed  
2013-14 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Telephone & Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Departmental Supplies/Mat.	4,989	0	0	4,989	0	0	0
Departmental Supplies/Mat. - Grant	0	0	0	0	0	0	0
<b>Subtotal Operating</b>	<b>4,989</b>	<b>0</b>	<b>0</b>	<b>4,989</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Outlay</b>							
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>4,989</b>	<b>0</b>	<b>0</b>	<b>4,989</b>	<b>0</b>	<b>0</b>	<b>0</b>

# CONTRIBUTIONS

## GOALS & OBJECTIVES FY 2014-15

The Contributions Fund is comprised of a variety of projects/programs that are supported through private contributions and donations.

The Projects and Programs within this Fund serve to further enhance the quality of life for the Kernersville Community and impact our citizens by supporting programs such as the Police Day Camp; Clean Slate Graffiti Eradication Program; Protector Fund; Teddy Bear Program; Buckle Bear and the Dog Park.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Leverage funds for the benefit of the Agency and Community.

## Contributions

Revenues Detailed  
2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$13	\$25	\$25	\$1	\$25	\$25	\$25
Contributions - Park Development	0	0	0	0	0	0	0
Contributions - Police Dept.	200	0	0	0	0	0	0
Contributions - Declans Playground	41,525	0	0	0	0	0	0
Contributions - Earth Day	100	0	0	0	0	0	0
Contributions - Recreation Special Events	10	0	0	0	0	0	0
Contributions - Police Day Camp	2,695	3,500	3,500	3,500	3,500	3,500	3,500
Contributions - Protector Prog.	350	200	200	0	0	0	0
Contributions - Teddy Bear	0	0	0	0	0	0	0
Contributions - Buckle Bear	896	0	0	0	0	0	0
Transfer fr. GF - Police Contrib.	0	0	0	0	0	0	0
Transfer fr. GF - Fire Contrib.	0	0	0	0	0	0	0
Transfer fr. GF-Park Development	62,568	0	0	0	0	0	0
Fund Balance Appropriated	0	2,775	2,775	0	475	475	475
Fund Balance Unappropriated*	84,329	81,554	81,554	84,329	83,855	83,855	83,855
* Not included in totals							
<b>Totals</b>	<b>108,357</b>	<b>6,500</b>	<b>6,500</b>	<b>3,501</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>

## Contributions Fund

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Departmental Supplies/Mat.	\$786	\$2,000	\$2,000	\$0	\$0	\$0	\$0
Police Day Camp Expenses	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Protector Program Expenses	365	1,000	1,000	0	500	500	500
FD Buckle Bear	0	0	0	0	0	0	0
Reserve - PD Projects	0	0	0	0	0	0	0
Earth Day	0	0	0	0	0	0	0
Departmental Supplies - Park Development	65,810	0	0	0	0	0	0
<b>Subtotal Operating</b>	<b>70,461</b>	<b>6,500</b>	<b>6,500</b>	<b>3,500</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>Capital Outlay</b>							
Capital Outlay - Buildings	0	0	0	0	0	0	0
Capital Outlay - Equip. - Police	0	0	0	0	0	0	0
Capital Outlay - Equip. - Recr.	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>70,461</b>	<b>6,500</b>	<b>6,500</b>	<b>3,500</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>

# E-911 FUND

## GOALS & OBJECTIVES FY 2014-15

The primary purpose of the E-911 fund is to support E-911 call related efforts and activities.

The Kernersville Police Department operates a secondary public safety answering point (PSAP). Incoming calls are initially received by either the Forsyth or Guilford County PSAP Centers. The calls are then transferred to KPD Communications for handling and dispatch.

### **Goals and Objectives for Fiscal Year 2014-2015**

1. Continue to process E-911 calls in the most efficient and effective manner possible.
2. Evaluate the possibility and feasibility of becoming a primary PSAP to provide better services to the Citizens of Kernersville.
3. Evaluate the possibility and feasibility of handling calls for and dispatching Kernersville Fire Rescue resources.

## E-911

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Loan for Installment Purchases	0	0	0	0	0	0	0
Revenue from Telephone Co.	0	0	0	0	0	0	0
Revenue from Tower Rental	0	0	0	0	0	0	0
Forsyth County Reimb. E-911	32,000	0	0	0	33,033	33,033	33,033
Trans. from General Fund	32,651	0	0	0	26,359	26,359	26,359
Fund Balance Appropriated	0	72,776	72,776	67,113	8,557	8,557	8,557
Fund Balance Unapropriated*	75,670	2,894	2,894	8,557	0	0	0
* Not included in totals							
<b>Totals</b>	<b>64,651</b>	<b>72,776</b>	<b>72,776</b>	<b>67,113</b>	<b>67,949</b>	<b>67,949</b>	<b>67,949</b>

## E-911

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Professional Services	\$296	\$1,200	\$1,200	\$500	\$1,200	\$1,200	\$1,200
Telephone & Postage	9,482	10,200	10,200	9,670	10,200	10,200	10,200
Departmental Utilities	0	0	0	0	0	0	0
Travel	0	0	0	0	0	0	0
Maintenance & Repair - Other Equip.	27,418	17,768	17,768	13,600	12,941	12,941	12,941
Departmental Supplies/Mat.	0	0	0	0	0	0	0
E-911 Equipment Lease	2,814	2,880	2,880	2,615	2,880	2,880	2,880
Mapping & GIS Expense	0	0	0	0	0	0	0
<b>Subtotal Operating</b>	<b>40,009</b>	<b>32,048</b>	<b>32,048</b>	<b>26,385</b>	<b>27,221</b>	<b>27,221</b>	<b>27,221</b>
<b>Capital Outlay</b>							
Capital Outlay - Gen. Improve.	0	0	0	0	0	0	0
Capital Outlay - Equipment	0	0	0	0	0	0	0
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Installment Purchase</b>							
Installment Purchase	40,728	40,728	40,728	40,728	40,728	40,728	40,728
<b>Subtotal Installment Purchase</b>	<b>40,728</b>	<b>40,728</b>	<b>40,728</b>	<b>40,728</b>	<b>40,728</b>	<b>40,728</b>	<b>40,728</b>
<b>Totals</b>	<b>80,737</b>	<b>72,776</b>	<b>72,776</b>	<b>67,113</b>	<b>67,949</b>	<b>67,949</b>	<b>67,949</b>

## E911 - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
E911 System	Four of Five Annual Payments	40,728
<b>Subtotal Installment Purchase</b>		<b>40,728</b>
<b>Capital Outlay - Equipment</b>		
<b>Subtotal for Capital Outlay - Equipment</b>		<b>0</b>
<b>Capital Outlay - Equipment (I.P.)</b>		
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>0</b>
* Item(s) is being paid for under installment purchase financing.		

# WORKERS' COMPENSATION SELF-INSURANCE FUND

## GOALS & OBJECTIVES FY 2014-2015

The Town established this self-insurance fund in FY 2000-01 to provide quality and cost effective medical care for employees with compensable workplace injuries. Utilizing this fund for Workers' Compensation administration ensures an overall savings to the Town and avoids the need to purchase insurance coverage with higher annual premiums.

## Workers' Compensation Self-Insurance

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$109	\$100	\$100	\$100	\$100	\$100	\$100
Charges for Services	277,122	191,554	197,662	197,662	303,723	303,723	303,723
Fund Balance Appropriated	0	0	0	0	0	0	0
Fund Balance Unappropriated*	335,021	335,021	335,021	335,021	335,021	335,021	335,021
* Not included in totals							
<b>Totals</b>	<b>277,231</b>	<b>191,654</b>	<b>197,762</b>	<b>197,762</b>	<b>303,823</b>	<b>303,823</b>	<b>303,823</b>

## Workers' Compensation Self-Insurance

Expenditures Detailed  
2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Workers' Comp. Claims/Serv. Stop Loss	\$205,384 60,494	\$135,000 48,654	\$135,000 53,592	\$135,000 53,592	\$235,000 60,023	\$235,000 60,023	\$235,000 60,023
<b>Subtotal Personnel</b>	<b>265,878</b>	<b>183,654</b>	<b>188,592</b>	<b>188,592</b>	<b>295,023</b>	<b>295,023</b>	<b>295,023</b>
<b>Operating and Maintenance</b>							
Professional Services Increase in Reserves	7,740 0	8,800 0	9,170 0	9,170 0	8,800 0	8,800 0	8,800 0
<b>Subtotal Operating</b>	<b>7,740</b>	<b>8,800</b>	<b>9,170</b>	<b>9,170</b>	<b>8,800</b>	<b>8,800</b>	<b>8,800</b>
<b>Special Appropriations</b>							
Increase in Reserves	0	0	0	0	0	0	0
<b>Subtotal Special Approp.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>273,618</b>	<b>192,454</b>	<b>197,762</b>	<b>197,762</b>	<b>303,823</b>	<b>303,823</b>	<b>303,823</b>

# STORMWATER ENTERPRISE FUND

## GOALS & OBJECTIVES FY 2014-15

The Stormwater Division is responsible for the implementation of the NPDES Permit for the discharge of stormwater into the municipal separate storm sewer system located within the jurisdictional area of the Town of Kernersville. Additionally, the Division manages and coordinates the operations and maintenance of the stormwater infrastructure and municipal stormwater activities.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Update the Illicit Discharge Detection and Elimination program by incorporating the monitoring and sampling of all streams listed as "Impaired" by the State Division of Water Resources monthly for the parameters of concern.
2. Implement the newly updated Stormwater Administrative Manual and amend any forms, appendices or other procedures, as needed, based on staff feedback and/or regulatory changes.
3. Develop a new employee stormwater training presentation and pamphlet for seasonal and permanent staff. Implement plans for good housekeeping BMPs for Town facilities via a Stormwater Pollution Prevention Plans or other similar measures.
4. Implement a ten-year Stormwater Capital Improvement Plan that is based on the findings of the Stormwater Strategic Management Plan to be completed in FY 13-14.
5. Work with the Central Maintenance staff and contractors and consultants on a design for a rooftop rainwater harvesting system designed that reclaims water along with the upgrades to the automated vehicle washing system.
6. Contract the design of a BMP for Ivey Redmon Park facility.
7. Review the Stormwater Staff certifications and training goals to ensure that staff are remaining up to date with new technology in the field of stormwater treatment facilities, erosion control practices and construction methodology.

## Stormwater Enterprise Fund

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Loan for Installment Purchases	\$0	\$0	\$0	\$0	\$225,000	\$225,000	\$225,000
Interest on Investments	353	225	225	225	225	225	\$225
Interest and Penalties	3,364	3,000	3,000	3,000	3,000	3,000	3,000
Stormwater Fees	985,456	1,002,140	1,002,140	1,002,140	1,052,247	1,052,247	1,052,247
Transfer fr. GF - Medical Loss Rebate	1,108	0	401	401	0	0	0
Transfer fr. GF - Town's SW fees	212,332	212,332	212,332	212,332	216,579	216,579	216,579
Fund Balance Appropriated	9,626	314,322	629,177	8,557	0	0	0
Fund Balance Unappropriated*	1,140,075	825,753	510,898	1,131,518	1,140,075	1,140,075	1,140,075
* Not included in totals							
<b>Totals</b>	<b>1,212,239</b>	<b>1,532,019</b>	<b>1,847,275</b>	<b>1,226,655</b>	<b>1,497,051</b>	<b>1,497,051</b>	<b>1,497,051</b>

# Stormwater Enterprise Fund

## Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Personnel &amp; Professional</b>							
Salaries & Wages - Regular	285,807	\$297,241	297,364	\$297,364	\$168,473	\$167,431	\$167,431
Salaries & Wages - Temp/PT	2,332	0	5,000	3,900	0	0	0
Salaries & Wages - Overtime	0	0	0	0	0	0	0
FICA Tax Expenses	21,704	22,739	22,739	23,047	12,888	12,808	12,808
Group Insurance Expenses	33,694	30,305	30,305	30,305	20,118	18,886	18,886
Retirement Expense - Reg.	18,798	21,015	21,015	21,024	11,911	11,837	11,837
Unemployment Insurance	0	0	0	2,860	642	642	642
Retirement Expense - 401K	0	0	0	0	1,652	821	821
Employee Training	2,001	5,501	5,501	5,300	4,425	4,425	4,425
<b>Subtotal Personnel</b>	<b>364,336</b>	<b>376,801</b>	<b>381,924</b>	<b>383,799</b>	<b>220,109</b>	<b>216,851</b>	<b>216,851</b>
<b>Operating and Maintenance</b>							
Professional Services	69,654	134,000	270,500	191,117	28,000	28,000	28,000
Stormwater Fees Expense	17,250	17,700	17,700	17,627	17,700	17,700	17,700
Telephone & Postage	2,633	5,000	5,000	3,574	4,640	4,640	4,640
Printing	4,082	5,000	5,000	5,000	5,000	5,000	5,000
Departmental Utilities	1,674	2,000	2,000	1,860	2,000	2,000	2,000
Travel	552	2,550	2,550	3,800	3,375	3,375	3,375
Maintenance Repair - Other	0	2,000	2,000	200	2,000	2,000	2,000
Maintenance Repair - Storm Drains	3,000	65,000	65,000	23,500	61,742	65,000	65,000
Advertising	2,470	3,000	3,000	3,000	3,000	3,000	3,000
Advertising - HT Retrofit BMP	0	300	300	0	0	0	0
Office Supplies	2,423	3,100	3,100	2,474	3,702	3,702	3,702
Departmental Supplies/Mat.	14,757	17,000	17,000	17,000	15,150	15,150	15,150
Uniforms	816	1,200	1,200	1,200	1,200	1,200	1,200
Equipment Lease Expense	0	1,000	1,000	0	0	0	0
Contracted Services	39,627	58,000	58,000	28,893	37,954	37,954	37,954
Dues and Subscriptions	3,145	4,500	4,500	3,110	3,388	3,388	3,388
Insurance and Bonds	18,352	18,558	18,667	18,667	19,383	19,383	19,383
Miscellaneous Expenses	-1,391	400	400	400	1,150	1,150	1,150
<b>Subtotal Operating/Maintenance</b>	<b>179,046</b>	<b>340,308</b>	<b>476,917</b>	<b>321,422</b>	<b>209,384</b>	<b>212,642</b>	<b>212,642</b>
<b>Interfund Transfers</b>							
Transfer to GF - Street	133,410	133,410	133,410	133,410	133,410	133,410	133,410
Transfer to GF - Rent	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Transfer to GF - Central Maintenance	3,211	0	0	0	0	0	0
Transfer to CRF-Future Group Insurance Expense	1,108	0	524	524	0	0	0
Transfer to GF - Sanitation	157,500	168,500	168,500	168,500	168,500	168,500	168,500
Transfer to GF - Eng	25,000	20,000	20,000	20,000	124,000	124,000	124,000
Transfer to GF - Com. Dev.	0	0	0	0	51,000	51,000	51,000
<b>Subtotal Interfund Transfers</b>	<b>345,229</b>	<b>346,910</b>	<b>347,434</b>	<b>347,434</b>	<b>501,910</b>	<b>501,910</b>	<b>501,910</b>
<b>Capital Outlay</b>							
Cap. Outlay - Land-HT Retrofit	0	0	20,000	0	0	0	0
Capital Outlay - Gen. Improve.	97,713	408,000	561,000	89,000	250,000	250,000	250,000
Cap Out-Gen Imp Duffield	0	0	0	0	0	0	0
Cap Out-Gen Imp HT Retrofit	0	60,000	60,000	0	0	0	0
Capital Outlay - Equipment	25,400	0	0	85,000	42,500	42,500	42,500
Capital Outlay - Equipment (IP)	0	0	0	0	225,000	225,000	225,000
<b>Subtotal Capital Outlay</b>	<b>123,113</b>	<b>468,000</b>	<b>641,000</b>	<b>174,000</b>	<b>517,500</b>	<b>517,500</b>	<b>517,500</b>
<b>Installment Purchase</b>							
Installment Purchase	38,821	0	0	0	48,148	48,148	48,148
<b>Subtotal Installment Purchase</b>	<b>38,821</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,148</b>	<b>48,148</b>	<b>48,148</b>
<b>Totals</b>	<b>1,050,546</b>	<b>1,532,019</b>	<b>1,847,275</b>	<b>1,226,655</b>	<b>1,497,051</b>	<b>1,497,051</b>	<b>1,497,051</b>

## Stormwater Enterprise Fund - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Installment Purchase</b>		
Street Sweeper	First of Five Annual Payments	48,148
<b>Subtotal Installment Purchase</b>		<b>48,148</b>
<b>Land</b>		
<b>Subtotal Capital Outlay - Land</b>		<b>0</b>
<b>General Improvement</b>		
Vehicle wash rebuild, reclamation and cistern		230,000
BMP device at Ivey Redmon Park		20,000
<b>Subtotal Capital Outlay - General Improvement</b>		<b>250,000</b>
<b>Capital Outlay - Equipment</b>		
Vehicle	New Request	30,000
Utility Video Camera	New Request	12,500
<b>Subtotal Capital Outlay - Equipment</b>		<b>42,500</b>
<b>Capital Outlay - Equipment (I.P.)</b>		
Street Sweeper	New Request	225,000
<b>Subtotal Capital Outlay - Equipment (I.P.)</b>		<b>225,000</b>
* Item(s) is being paid for under installment purchase financing.		

# OCCUPANCY TAX FUND

## GOALS & OBJECTIVES FY 2014-15

This fund was established to control the revenue generated by the tax charged on motel and motel rooms. The revenue generated by this user fee was established in three (3) separate local bills approved by the North Carolina General Assembly.

The revenue generated from the 1983 and 1989 legislation is restricted for expenditures of a Cultural, Recreational, or Economic Development purpose.

The revenue generated from the 1997 legislation is restricted as follows:

- A. Two Thirds (2/3) of the revenue must be expended to “Promote Travel and Tourism”. The legislature defined this as:

Promote Travel and Tourism – To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or business travelers to the area; the term includes administrative expenses incurred in engaging in these activities.

- B. One third (1/3) of the revenue must be expended for “Tourism-Related Expenditures.” The legislation defines this as:

Tourism – Related Expenditures – Expenditures that, in the judgment of the entity making the expenditure, are designed to increase the use of lodging and meeting and convention facilities in the area by attracting tourists or business travelers to the area; the term includes tourism-related capital expenditures.

## Occupancy Tax

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest Earned on Investments	\$29	\$7	\$7	\$10	\$10	\$10	\$10
Occupancy Tax Proceeds	95,952	91,000	91,000	90,171	91,000	91,000	91,000
Fund Balance Appropriated	0	8,493	8,493	32,319	0	0	0
Fund Balance Unappropriated*	32,319	23,826	23,826	0	0	0	0
* Not included in totals							
<b>Totals</b>	<b>95,981</b>	<b>99,500</b>	<b>99,500</b>	<b>122,500</b>	<b>91,010</b>	<b>91,010</b>	<b>91,010</b>

## Occupancy Tax

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Promotional/Printing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Chamber of Commerce - Tourism	7,500	19,500	19,500	19,500	19,500	19,500	19,500
Tourism Related Expenditures	0	0	0	0	0	0	0
Korner's Folly Grant	30,000	30,000	30,000	53,000	30,000	30,000	30,000
KDPDC Grant	12,000	0	0	0	0	0	0
PJC Botanical Gardens	15,000	15,000	15,000	15,000	15,000	15,000	15,000
State High School Cross Country	15,500	0	0	0	0	0	0
Transfer to GF - Recreation	35,000	35,000	35,000	35,000	26,510	26,510	26,510
<b>Totals</b>	<b>115,000</b>	<b>99,500</b>	<b>99,500</b>	<b>122,500</b>	<b>91,010</b>	<b>91,010</b>	<b>91,010</b>

# PUBLIC SERVICES- KERNER MILL GREENWAY

## GOALS & OBJECTIVES FY 2014-15

The Kerner Mill Greenway Capital Project Ordinance was created to fund the design and construction of Phase I of the Kerner Mill Greenway.

### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Complete 100% of R.O.W. acquisition.
2. Complete 60% of construction.
3. Develop plans for a Greenway Ribbon Cutting and Opening Ceremony.

## Kerners Mill Creek Greenway Capital Project Ordinance

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest Earned on Investments	\$93	\$100	\$100	\$5	\$10	\$10	
NCDOT Grants	0	1,040,000	1,040,000	0	1,051,474	1,051,474	
MPO Grants	0	0	0	0	0	0	
Due fr. CCUC	0	250,000	250,000	0	250,000	250,000	
Due fr. Private Developers	0	0	0	0	0	0	
Trans. fr. GF- Operations	0	0	0	0	0	0	
Fund Balance Appropriated	0	0	0	0	164,089	164,089	
Fund Balance Unappropriated*	164,089	164,089	164,089	164,089	0	0	
This page is for informational purposes only. It reflects the total budget for a multi-year project. For the current or multi-year plan, ask for additional information.							
* Not included in totals							
<b>Totals</b>	<b>93</b>	<b>1,290,100</b>	<b>1,290,100</b>	<b>5</b>	<b>1,465,573</b>	<b>1,465,573</b>	<b>0</b>

## Kerner Mill Creek Greenway Capital Project Ordinance

### Expenditures Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
<b>Operating and Maintenance</b>							
Professional Services	\$43,619	\$25,614	\$25,614	\$130,000	\$10,000	\$10,000	\$10,000
Printing	0	300	300	300	0	0	0
Advertising	0	600	600	300	0	0	0
Contracted Services	1,100	13,900	13,900	5,000	15,000	15,000	15,000
<b>Subtotal Operating</b>	<b>44,719</b>	<b>40,414</b>	<b>40,414</b>	<b>135,600</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Capital Outlay</b>							
Capital Outlay - Land	0	33,333	33,333	75,000	75,000	75,000	75,000
Capital Outlay - Infrastructure	0	1,345,573	1,345,573	100,000	1,245,573	1,245,573	1,245,573
<b>Subtotal Capital Outlay</b>	<b>0</b>	<b>1,378,906</b>	<b>1,378,906</b>	<b>175,000</b>	<b>1,320,573</b>	<b>1,320,573</b>	<b>1,320,573</b>
<b>Interfund Transfers</b>							
Transfer to GF - Project Labor	34,667	34,666	34,666	34,667	120,000	120,000	120,000
<b>Subtotal Interfund Transfers</b>	<b>34,667</b>	<b>34,666</b>	<b>34,666</b>	<b>34,667</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>
This page is for informational purposes only. It reflects the total budget for a multi-year project. For the current or multi-year plan, ask for additional information.							
<b>Totals</b>	<b>79,386</b>	<b>1,453,986</b>	<b>1,453,986</b>	<b>345,267</b>	<b>1,465,573</b>	<b>1,465,573</b>	<b>1,465,573</b>

## PUBLIC SERVICES FACILITY CAPITAL PROJECTS ORDINANCE FUND

### GOALS & OBJECTIVES FY 2014-15

The Public Services Facility Capital Project Ordinance was created in response to the need for an administration/operations building as identified in a master plan developed for all public service facilities. This building is only a small portion of the plan and must be completed in order to proceed with other elements.

#### **Goals and Objectives for Fiscal Year 2014-2015:**

1. Introduce building and master plan to the new board.
2. Obtain funding source or commitment to move forward on a specific date. Without this, we will be forced to make repairs and upgrades to existing facilities that are designated for demolition. Thus, wasting valuable resources.

## Public Services Facility - CPO

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest on Investments	\$217	\$500	\$500	\$10	\$500	\$500	\$500
Trans. from General Fund	0	0	0	0	0	0	0
Trans. from Stormwater Fund	0	0	0	0	0	0	0
Installment Purchase Proceeds	0	0	0	0	0	0	0
Fund Balance Appropriated	0	0	0	0	0	0	0
Fund Balance Unapropriated*	555,640	555,640	555,640	555,650	555,650	555,650	555,650
This page is for informational purposes only. It reflects the total budget for a multi-year project. For the current or multi-year plan, ask for additional information.							
* Not included in totals							
<b>Totals</b>	<b>217</b>	<b>500</b>	<b>500</b>	<b>10</b>	<b>500</b>	<b>500</b>	<b>500</b>



## Public Services Facility CPO - Capital Outlay

Item	Remarks	Item or Project Cost
<b>Capital Outlay - General Improvements</b>		
<b>Subtotal Capital Outlay - General Improvements</b>		<b>0</b>
<b>Capital Outlay - Buildings</b>		
<b>Subtotal Capital Outlay - Buildings</b>		<b>0</b>
<b>Capital Outlay - Reserves</b>		
Capital Outlay Reserves		\$133,356
<b>Subtotal Capital Outlay - Reserves</b>		<b>133,356</b>

# CAPITAL RESERVE FUND

## GOALS & OBJECTIVES FY 2014-15

The Capital Reserve Fund was established as a mechanism for accumulating funds for large projects that are important to the future of the Town. Funds that accumulate will be dedicated for specific projects such as future transportation projects and fire station land acquisition and construction. Most likely in the future, funds will be accumulated for other large projects as capital needs are identified.

Capital Reserve Fund revenues will primarily come from inter-fund transfers from the General Fund. As identified projects come to fruition, funds will be transferred from the Capital Reserve Fund to either the General Fund or specific capital project ordinance funds to cover project expenditures.

## Capital Reserve Fund

### Revenues Detailed 2014-15 Annual Budget

Classification	Actual FY 12-13	Approved FY 13-14	Revised FY 13-14	Estimated FY 13-14	Dept'al Request FY 14-15	Manager Recom. FY 14-15	Board Approved FY 14-15
Interest Earned on Investments	\$286	\$35	\$35	\$10	\$10	\$10	\$10
Transfer from General Fund	54,272	0	0	0	0	0	0
Transfer fr Gen Fund-Transportation Projects	494,351	0	0	0	0	0	0
Transfer fr Gen Fund-Development Fee Projects	1,864	0	0	0	0	0	0
Transfer fr Gen Fund-Future Engineering Projects	0	0	0	0	0	0	0
Transfer fr Stormwater Fund	1,108	0	0	0	0	0	0
Fund Balance Appropriated	0	0	1,120,576	0	136,550	136,550	136,550
Fund Balance Unappropriated*	1,120,723	1,120,723	147	1,120,723	984,173	984,173	984,173
This page is for informational purposes only. It reflects the total budget for a multi-year project. For the current or multi-year plan, ask for additional information.							
<b>Totals</b>	<b>551,881</b>	<b>35</b>	<b>1,120,611</b>	<b>10</b>	<b>136,560</b>	<b>136,560</b>	<b>136,560</b>

**Capital Reserve Fund**

**Expenditures Detailed**  
2014-15 Annual Budget

<b>Classification</b>	<b>Actual FY 12-13</b>	<b>Approved FY 13-14</b>	<b>Revised FY 13-14</b>	<b>Estimated FY 13-14</b>	<b>Dept'al Request FY 14-15</b>	<b>Manager Recom. FY 14-15</b>	<b>Board Approved FY 14-15</b>
Reserve for Piney Grove Rd Project	\$0	\$0	\$351,900	\$0	\$0	\$0	\$0
Reserved for Future Development Fee Projects	0	0	84,795	0	0	0	0
Reserved for Fire Department	0	0	65,000	0	0	0	0
Reserved for Future Project - Durham Street	0	0	0	0	0	0	0
Transfer to General Fund - Transportation Projects	0	0	563,501	0	56,622	56,622	56,622
Transfer to General Fund - Interest	255	35	35	10	10	10	10
Transfer to General Fund - Medical Insurance Rebate	0	0	0	0	79,928	79,928	79,928
<p>This page is for informational purposes only. It reflects the total budget for a multi-year project. For the current or multi-year plan, ask for additional information.</p>							
<b>Totals</b>	<b>255</b>	<b>35</b>	<b>1,065,231</b>	<b>10</b>	<b>136,560</b>	<b>136,560</b>	<b>136,560</b>

**ORDINANCE NO. O-2014-16**  
**AN ORDINANCE MAKING APPROPRIATIONS FOR THE OVERALL OPERATIONS**  
**OF THE TOWN OF KERNERSVILLE FOR THE YEAR JULY 1, 2014**  
**THROUGH JUNE 30, 2015**

**WHEREAS, this Board of Aldermen of the Town of Kernersville has received a budget with a recommended plan for the operation of the town government and its activities for the fiscal year 2014-2015 from the Town Manager, and**

**WHEREAS, after deliberations held in Open Session with the citizens of Kernersville, it is the desire of the Board of Aldermen to adopt said budget to provide for the effective and orderly provision of services to the Town of Kernersville.**

**NOW, THEREFORE, BE IT ORDAINED:**

**Section 1. That revenues for the General Fund be established as follows:**

**General Fund**

<b>2014-15 Ad Valorem &amp; Prior Years Taxes</b>	<b>13,252,383</b>
<b>Other Taxes &amp; Fees</b>	<b>152,100</b>
<b>Unrestricted Intergovernmental Revenue</b>	<b>5,860,013</b>
<b>Restricted Intergovernmental Revenue</b>	<b>3,738,472</b>
<b>Penalty and Interest</b>	<b>32,217</b>
<b>Other Revenues</b>	<b>105,000</b>
<b>Functionally Related Revenues</b>	<b>2,308,804</b>
<b>Operating Grants/Contributions</b>	<b>894,330</b>
<b>Interfund Transfers</b>	<b>784,970</b>
<b>Fund Balance Appropriated</b>	<b>226,126</b>
<b>Total Anticipated Revenues</b>	<b>27,354,415</b>

**Section 2.** That expenditures for the General Fund be appropriated as follows:

**General Fund**

Governing Body	597,224
Administrative Department	1,001,387
Inspections Permits & Enforcement (Division of Community Development)	324,338
Finance Department	769,262
Information Technology Department	409,321
Planning and Zoning (Division of Community Development)	361,974
Human Resources Department	661,352
Police Department	7,174,127
Fire Department	5,709,965
Engineering Department	1,519,662
Street (Division of Public Services)	2,178,533
Solid Waste (Division of Public Services)	1,746,973
Recreation and Parks Department	1,241,771
Paddison Memorial Library Department	59,332
General Services Department	456,847
Special Appropriations Department	1,288,459
Public Services Administration	390,529
<u>Central Maintenance (Division of Public Services)</u>	<u>1,463,359</u>
<b>Total</b>	<b>27,354,415</b>

**Section 3.** That there is hereby levied a tax rate of fifty-four point two-five cents (\$0.5425) per one hundred dollars assessed valuation on all real property and other applicable property within the Town of Kernersville, such rate based upon an estimated total assessed valuation of property for purposes of taxation of \$2,445,515,250 and an estimated collection rate of 98.30% through June 30, 2015.

**Section 4.** That anticipated revenues for the Law Enforcement Forfeiture Funds be established as follows:

Other Revenue	75
<u>Fund Balance Appropriated</u>	<u>109,035</u>
Total Anticipated Revenues	109,110

The expenditures for the Law Enforcement Forfeiture Funds shall be authorized as follows:

<u>Law Enforcement Forfeiture Funds Expenses</u>	<u>109,110</u>
Total	109,110

**Section 5.** That anticipated revenues for the Contributions Fund be established as follows:

Other Revenue	25
Contributions	3,500
<u>Fund Balance Appropriated</u>	<u>475</u>
Total Anticipated Revenues	4,000

The expenditures for the Contributions Fund shall be authorized as follows:

<u>Contribution Fund Expenses</u>	<u>4,000</u>
Total	4,000

**Section 6.** That anticipated revenues for the E-911 Fund be established as follows:

Forsyth County Reimb. E-911	33,033
Transfer from General Fund	26,359
<u>Fund Balance Appropriated</u>	<u>8,557</u>
Total Anticipated Revenues	67,949

The expenditures for the E-911 Fund shall be authorized as follows:

<u>E-911 Expenses</u>	<u>67,949</u>
Total	67,949

**Section 7.** That a Workman's Comp Self-Insurance Fund be established with anticipated revenues as follows:

Other Revenue	100
<u>Charges for Services</u>	<u>303,723</u>
Total Anticipated Revenues	303,823

The expenditures for the Workman's Comp Self-Insurance Fund shall be authorized as follows:

<u>Workman's Comp Self-Insurance Expenses</u>	<u>303,823</u>
Total	303,823

**Section 8.** That an Stormwater Enterprise Fund be established with anticipated revenues as follows:

Restricted Intergovernmental Revenue	225,000
Other Revenues	3,225
Stormwater Fees	1,052,247
<u>Due/fr General Fund - Town's Stormwater Fees</u>	<u>216,579</u>
<b>Total Anticipated Revenues</b>	<b>1,497,051</b>

The expenditures for the Stormwater Enterprise Fund shall be authorized as follows:

Stormwater Fund Expenses	995,141
Transfer to General Fund - Engineering Department	124,000
Transfer to General Fund - Rent	25,000
Transfer to General Fund - Street Department	133,410
Transfer to General Fund - Community Development	51,000
<u>Transfer to General Fund - Sanitation Department</u>	<u>168,500</u>
<b>Total</b>	<b>1,497,051</b>

**Section 9.** That an Occupancy Tax Fund be established with anticipated revenues as follows:

Occupancy Tax Revenue	91,000
<u>Other Revenues</u>	<u>10</u>
<b>Total Anticipated Revenues</b>	<b>91,010</b>

The expenditures for the Occupancy Tax Fund shall be authorized as follows:

Occupancy Tax Fund Expenses	64,500
<u>Transfer to General Fund - Recreation</u>	<u>26,510</u>
<b>Total</b>	<b>91,010</b>

**Section 10.** That an Capital Reserve Fund be established with anticipated revenues as follows:

Other Revenues	10
<u>Fund Balance Approp.</u>	<u>136,550</u>
Total Anticipated Revenues	136,560

The expenditures for the Capital Reserve Fund shall be authorized as follows:

Reserve Future Transportation Projects	56,622
Transfer to General Fund-Medical Insurance Rebate	79,928
Transfer to General Fund- Interest earned on investments	10
<u>Total</u>	<u>136,560</u>

**Section 11.** That the Schedule of Fees and Charges be adopted for fiscal year 2014-2015 in accordance with Exhibit A attached and made a part of this Ordinance.

**Section 12.** That the Town Manager be authorized to establish rates and charges for all other use of Town Facilities and services other than special assessments or other charges regulated by State law or Local Ordinance.

**Section 13.** That the Town Manager, as Budget Officer, be authorized to make budget amendments to all departments and be required to have such amendments entered into the minutes of the next regular meeting of the Board of Alderman.

**Section 14.** That the Town Manager, as Budget Officer, be authorized to transfer amounts between line item expenditures within a department without limitation and without a report being required.

**Section 15.** That within funds appropriated a one percent (1.00%) 401-K contribution has been allocated for regular employees effective January 1, 2015.

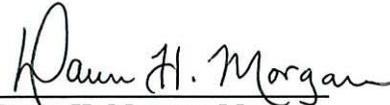
**Section 16.** That this budget ordinance be entered into the minutes of the Board and, within five days after adoption, copies thereof shall be filed with the Finance Officer, Budget Officer and Clerk to the Board of Aldermen.

Adopted this the 24TH day of June, 2014.

Attest:

  
Dale F. Martin, Town Clerk



  
Dawn H. Morgan, Mayor

# Schedule of Fees

## July 1, 2014

*The Town Manager shall have the authority to set any fee not otherwise listed and shall have authority to make any interpretations of any fee listed on this schedule.*

<b>Administration, Finance, and All Departments</b>	
Agenda Packet	\$15.00
Agenda Sunshine List – Notice of Special Meetings – Fee set by State Law Annually	\$10.00
Auto License Plate – “Kernersville”	\$3.00
Auto License Tax per vehicle	\$5.00
CD	\$1.00
Burn a copy of CD	
Checks (Returned) Processing Fee	\$25.00
Code of Ordinances – Supplement Service Annually	\$50.00
Code of Ordinances (with notebook)	\$100.00
Computer Printout Reports (greenbar 8.5" X 15") Per page	\$0.20
Documents, Reprints etc. Per page color, 8.5" x 11 and 8.5" x 14"	\$0.25
Documents, Reprints etc. Per page black & white, 8.5" x 11 and 8.5" x 14"	\$0.15
Documents, Reprints, etc. Per page color, 11" x 17"	\$0.30
Documents, Reprints, etc. Per page black & white, 11" x 17"	\$0.20
Handicapped Parking - Sign (Sign and Sticker)	\$45.00
Handicapped Parking - Sign Only	\$35.00
Handicapped Parking Sign - Van Accessible Sign Only	\$20.00
Handicapped Sign - \$250 Sticker Only (sticker for Fine Increase)	\$5.00
Map of Kernersville (Chamber of Commerce)	\$2.14
Notary Service – Fee set by State Law	\$5.00
Peddling Sales Permit – for 6 month period	\$50.00
Peddling Sales Permit – Renewal for 60 days	\$5.00
Recycling Fee (includes magazines, junk mail and pasteboard) Billed annually	\$32.40
Solid Waste Bill Late Fee	\$10.00
Street & Alley Closing Applications	\$1,250.00 *
Taxi Driver Permit Fee	\$15.00
Taxi Driver Renewal Fee	\$15.00
Taxi Franchise Application Fee	\$50.00
Taxi Franchise Renewal	\$50.00
Town Memorabilia: Coffee Mugs from Town Dedication	\$2.00
Town Memorabilia: Mayors of Kernersville History Book	\$5.00
<b>Community Development Rezoning Fees</b>	
Adjoining Property Owner Letters	\$12.00
General Use District Rezoning	\$884.00
Re-Advertising	\$304.00

\* Fee revised or added FY 14-15

### Community Development Rezoning Fees

Special Use District Add a Use or Site Change requiring Community Development Dept. Review Only	\$884.00
Special Use District Industrial, Commercial, Multifamily, PRD, Manufactured Housing Districts <1.5 acres	\$1,391.00
Special Use District Industrial, Commercial, Multifamily, PRD, Manufactured Housing Districts >1.5 acres	\$1,713.00
Special Use District Industrial, Commercial, Multifamily, PRD, Manufactured Housing Districts High Density Project	\$2,032.00
Special Use District Industrial, Commercial, Multifamily, PRD, Manufactured Housing Districts Road Improvements/Dedication Reviews	\$2,032.00
Special Use District Industrial, Commercial, Multifamily, PRD, Manufactured Housing Districts II Phase Zoning: Final Development Plan Review High Density Project	\$1,602.00
Special Use District Industrial, Commercial, Multifamily, PRD, Manufactured Housing Districts II Phase Zoning: Final Development Plan Review	\$833.00
Special Use District Residential Single Family excluding PRD >1.5 acres	\$1,264.00
Special Use District Residential Single Family excluding PRD <1.5 acres	\$495.00
Special Use District Residential Single Family excluding PRD >5 acres With Road Improvement/Dedication Reviews	\$2,032.00
Vested Rights/Existing Development Application	\$641.00

### Community Development Subdivision Fees

Exempt Subdivisions/Staff Approval	\$128.00
Final Plat - Major	\$256.00
Final Plat - Minor	\$128.00
Preliminary Approval Extension	\$128.00
Preliminary Subdivision Per lot	\$38.00
Preliminary Subdivision Minimum (no Maximum)	\$384.00

### Community Development Board of Adjustment Fees

Appeals	\$256.00
Appeals Rehearing	\$256.00
Communication Co-Location	\$320.00
Communication Towers	\$3,842.00
See Special Note #1 at the end of fee schedule.	
Special Use Permits By Board of Adjustment Residential	\$256.00
Special Use Permits By Board of Adjustment Non-Residential	\$641.00
Special Use Permits By Board of Adjustment High Density Project	\$961.00
Variances	\$320.00

\* Fee revised or added FY 14-15

### Community Development Zoning Fee for Building Permit / Plan Review

Accessory Swimming Pool	\$52.00
Floodplain Development Permit	\$164.00
Fuel Tanks, Commercial and Industrial	\$114.00
Industrial and Commercial Unit Upfit Plus \$10 per 1,000 sq. ft.	\$114.00
Industrial, Commercial, Multi family & other Plus \$10 per 1,000 sq. ft.	\$114.00
Residential Additions	\$52.00
Single Family Residential per unit	\$52.00
Single Family, Accessory Building	\$52.00
Zoning Permit (Administrative only, no inspection)	\$52.00
Zoning Permit (requiring plan review on-site inspection)	\$80.00

### Community Development Sign Review Business

Ground On/Off Premise Signs 1st sign \$25 each additional	\$85.00
Off Premise Sign Review	\$401.00
Sign Panel Change-Out Only 1st sign, \$10 each add panel	\$52.00
Wall or Projecting Sign 1st sign, \$10 each add sign	\$85.00

### Community Development Miscellaneous Charges

Blue Prints 18" x 24"	\$3.84
Blue Prints 24" x 36"	\$3.84
Blue Prints 30" x 42"	\$6.73
Copier Print - Vellum 36" x any length Per foot	\$2.56
Copier Print 18" x 24"	\$3.84
Copier Print 24" x 36"	\$3.84
Copier Print Roll Feed 36"x any length Per foot	\$1.93
GIS Maps - Custom Minimum plus \$12 per 15 mins after 1st 15 mins	\$19.00
Reinspection after 1st inspection	\$80.00

#### **Other**

Application for Unified Development Ordinance Text Amendments	\$768.00
Home Occupation Review	\$65.00
Kernersville Development Plan Amendment	\$768.00
Letter to DMV & ABC	\$65.00
Plan Review by Planning Board	\$641.00
Postage & Mailing Charges	\$8.00
Public Plans No Fee	\$0.00
Research for Zoning Letters	\$65.00
Rezoning Signs - Charges for Sign after 1st Sign	\$65.00
Special Use Permits <1.5 acres	\$1,280.00

\* Fee revised or added FY 14-15

## Community Development Miscellaneous Charges

### Other

Non Board of Adjustment	
Special Use Permits >1.5 acres	\$1,602.00
Non Board of Adjustment	
Special Use Permits High Density Project	\$1,602.00
Non Board of Adjustment	
Special Use Permits Road Improve/Dedication Review	\$1,921.00
Non Board of Adjustment	
Staff Changes or Minor Changes (new plan & review)	\$320.00
Non Board of Adjustment	

## Building Inspection Fees

### **1-Miscellaneous Building/Trade Fees**

Construction Trailers	\$80.00
Daycare / Adult Day Care / Group Home Inspection	\$143.00
Demolition - Commercial/Industrial bldg.	\$114.00
Demolition - Residential buildings only	\$87.00
Foundation only permits	\$258.00
Mobile Homes - Double/Triple Wide	\$321.00
Mobile Homes - Single Wide	\$241.00
Modular Homes - Building	\$241.00
Each Additional Trade is \$80.00	
Relocation of residence to new foundation building permit	\$241.00
Each Additional Trade is \$80.00	

### **2-Accessory Structures (Minimum Fees)**

Carport, patio cover, screened porch	\$97.00
Decks, docks, open porches	\$97.00
Misc/Basic Building Permit	\$80.00
Swimming Pools - above ground (includes structural,plumb.,elect. inspec.)	\$80.00
Swimming Pools - underground (includes underground, roughs, final inspec.)	\$172.00
Workshop, storage bldg., pump house	\$97.00

### **3-Electrical**

Additional fee for lighted signs	\$80.00
Commercial service change, relocation, reconnect	\$143.00
Electrical Inspection for vacant structure	\$87.00
Load Controls (each service)	\$58.00
Misc/Basic Electrical Permit	\$50.00
Residential Service change, relocation, reconnect	\$80.00
Service pole with disconnect & meter base	\$80.00
Temporary Power - Gang meters, per gang	\$128.00
Temporary Power - Individual meter	\$97.00

### **4-Plumbing**

Electric Water Heater Replacement Plus Additional \$50 Electrical Fee	\$50.00
Gas Water Heater Replacement	\$80.00

\* Fee revised or added FY 14-15

## BUILDING INSPECTION FEES

NEW RESIDENTIAL SINGLE-FAMILY					
	Building	Electrical	Plumbing	Heating/Air	Energy Eff.
0-2000 sq. ft.	\$319.00	\$128.00	\$128.00	\$128.00	\$128.00
2001-3000	\$340.00	\$193.00	\$193.00	\$193.00	\$128.00
3000+	\$377.00	\$256.00	\$256.00	\$256.00	\$128.00
Townhouses, Condos, Twin Home Urban Home, Duplex (per unit)	\$353.00	\$128.00	\$128.00	\$128.00	\$128.00
Apt. 1st unit	\$256.00	\$128.00	\$128.00	\$128.00	\$128.00
Each addt'l unit	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00
Additions/Remodeling/Sunroom	\$225.00	\$97.00	\$97.00	\$97.00	\$97.00
Garages, workshops, storage bldgs. 575 sq. ft. and below	\$161.00	\$80.00	\$80.00	\$80.00	\$80.00
Garages, workshops, storage bldgs. Above 575 sq. ft. See standard new residential construction fees.					
COMMERCIAL, INDUSTRIAL, INSTITUTIONAL					
	Building	Electrical	Plumbing	Mechanical	Energy Eff.
<b>Minimum Fee</b>	\$384.00	\$141.00	\$141.00	\$141.00	\$141.00
1st 10,000 sq. ft. Assembly	0.166	0.039	0.039	0.039	0.032
2nd 10,00 sq. ft. Educational	0.077	0.022	0.022	0.022	0.020
20,001 + sq. ft. Institutional	0.052	0.027	0.027	0.027	0.010
1st 10,000 sq.ft. Business/Merchantile	0.166	0.039	0.039	0.039	0.027
2nd 10,00 sq. ft. Business/Merchantile	0.052	0.027	0.027	0.027	0.020
20,001 + sq. ft. Business/Merchantile	0.027	0.009	0.009	0.009	0.008
1st 10,000 sq.ft. Factory/Industrial	0.166	0.052	0.052	0.052	0.020
2nd 10,00 sq. ft. Factory/Industrial	0.052	0.027	0.027	0.027	0.010
20,001 + sq. ft. Factory/Industrial	0.027	0.027	0.009	0.009	0.008
1st 10,000 sq.ft. Hazardous	0.266	0.069	0.052	0.052	0.020
2nd 10,00 sq. ft. Hazardous	0.103	0.052	0.052	0.052	0.020
20,001 + sq. ft. Hazardous	0.052	0.039	0.039	0.039	0.010
1st 10,000 sq. ft. Storage	0.115	0.027	0.027	0.027	0.010
10,000 + sq. ft. Storage	0.004	0.003	0.003	0.003	0.020
COMMERCIAL, INDUSTRIAL, INSTITUTIONAL - UPFIT OR RENOVATION					
	Building	Electrical	Plumbing	Mechanical	Energy Eff.
Minimum (or)	\$310.00	\$128.00	\$128.00	\$128.00	\$128.00
per square foot	0.080	0.023	0.023	0.023	0.023

## Building Inspection Fees

### **4-Plumbing**

Misc/Basic Plumbing Permit	\$50.00
Pumps, Sump Pumps, Replacement Fixtures, Sewer Lines, Misc.	\$80.00
Tankless Water Heater	\$80.00
Additional Fee for Electrical	

### **5-Refrigeration Units**

0 - 20 hp per system	\$80.00
20+ hp per system	\$319.00
Minimum Fee	\$80.00
Refrigeration lines, per line	\$27.00

### **6-Mechanical**

Exhaust systems, 0-3,000 CFM	\$161.00
Exhaust systems, 3,001- 5,000 CFM	\$193.00
Exhaust systems, 5,001 + CFM	\$641.00
Fuel storage (Installation - above ground) 1 tank 0-10,000 gal.	\$80.00
Heating Units above 25 tons	\$128.00
Hood & Duct Systems (Includes hoods, fans, ducts, fire ext. equip., dampers, grease removal equip.)	\$80.00
Multiple Unit Change Out (Per Trade)	\$80.00
Replace furnace, boiler, air handler, duct heater, ductwork, fireplace, woodstove, conversion burner, automatic flue damper, swimming pool heater, misc. minimum fee	\$80.00
Spray Booth	\$97.00
Tanks & Piping 1- Installation - underground 1 tank	\$80.00
Tanks & Piping 2- Removal - underground 1 tank	\$80.00
Tanks & Piping 3- Each additional tank	\$40.00

### **7-Other Fees**

All Other Services: A reasonable fee based on cost of installation or square footage will be established by the Director of Inspections for any work not included in this fee schedule

Any permit not listed	\$80.00
Minimum Fee	
Any re-inspection	\$80.00
Cancellation and/or Refunds: Upon written request and prior to the first inspection, permits may be cancelled by Permit Holder 75% of the permit fee will be refunded with the remaining 25% to be retained by the Town to cover administrative and processing expenses	
Change Out Fee i.e. Inspection after replacing hot water heater	\$100.00
Christmas Tree Lots	\$87.00
Expired Permit Renewal Fee: G.S.153A-358 If work does not commence within 6 months from permit issuance date or work is discontinued for 12 months, all permits shall be revoked FULL CALCULATED FEE TO RESTORE PERMITS	
Homeowners Recovery Fund Fee: G.S. 87-15.6 General Contractor shall be responsible for payment of this fee for construction/alteration of new single family homes, condos, and townhomes	\$10.00
Marquees, Canopies, Fixed Awnings (Inspect structural, wind design, clearances)	\$80.00
Printout of monthly permit list/month	\$10.00
Signs	\$80.00
Stop Work Order	\$258.00

\* Fee revised or added FY 14-15

## Building Inspection Fees

### 7-Other Fees

Temporary CO	\$58.00
Work commencing prior to permit issuance	
Double Calculated Fees	

### 8-Green Building Rebates

Geothermal Heat Pumps	
Existing Structures Electrical Fee (50% Rebate/\$25 value)	
Geothermal Heat Pumps	
Existing Structures Mechanical Fee (50% Rebate/\$25 value)	
Gray/Rain Water collection for flushing fixtures	
Existing Structures Plumbing Fee (50% Rebate/\$40 value)	
Green Building Rebates See Special Note #3 at the end of fee schedule	
ICC/NAHB National Green Building Standard Certification (currently in development)	
New Structures 25% Rebate of Blanket Permit Fee (Not to exceed \$500)	
NAHB Model Green Building Home Guideline Certification	
New Structures 25% Rebate of Blanket Permit Fee (Not to exceed \$500)	
NC HealthyBuilt Home Certification	
New Structures 25% Rebate of Blanket Permit Fee (Not to exceed \$500)	
Photovoltaic Energy Systems	
Existing Structures Electrical Fee (50% Rebate/\$40 value)	
Photovoltaic Energy Systems	
Existing Structures Building Fee (50% Rebate/\$40 value)	
Solar Hot Water Heating	
Existing Structures Building Fee (50% Rebate/\$40 value)	
Solar Hot Water Heating	
Existing Structures Electrical Fee (50% Rebate/\$25 value)	
Solar Hot Water Heating	
Existing Structures Plumbing Fee (50% Rebate/\$25 value)	
USEPA Energy Star Certification	
New Structures 25% Rebate of Blanket Permit Fee (Not to exceed \$500)	
USGBC Leadership in Energy & Environmental Design (LEED) Certification	
New Structures 25% Rebate of Blanket Permit Fee (Not to exceed \$500)	

## Engineering Division

Blue Prints 18" x 24"	\$3.84
Blue Prints 24" x 36"	\$3.84
Blue Prints 30" x 42"	\$6.73
Copier Print - Roll Feed - 36" x any length Per Foot	\$1.93
Copier Print - Vellum - 36" x any length Per Foot	\$2.56
Copier Prints 18" x 24"	\$3.84
Copier Prints 24" x 36"	\$3.84
Driveway Permit (Inspection required) - All Other Accesses	\$55.00
Driveway Permit (Inspection required) - Single Family Residential (Driveway Apron)	\$45.00
Fees for external reviews of infrastructure plans and Traffic Impact Analysis (TIA) To be paid in full by the entity submitting the plans and /or the TIA	
Forsyth County Dial-In Service - Printed Copy	\$3.00
Forsyth County Dial-In Service - Screen Only	\$2.00

\* Fee revised or added FY 14-15

### Engineering Environmental Compliance Fees

Environmental Buffer Signs	\$75.00
Lower Abbotts Creek & Deep River Sewer Service Area Environmental Review 1 - 5 Acres	\$500.00
Lower Abbotts Creek & Deep River Sewer Service Area Environmental Review 5 - 10 Acres	\$1,000.00
Lower Abbotts Creek & Deep River Sewer Service Area Environmental Review 10 + Acres	\$1,500.00
Lower Abbotts Creek & Deep River Sewer Service Area Environmental Review Less than One Acre, No Fee	

### Engineering Preliminary Subdivision Fees

Engineering Site Plan Review 1-5 Acres	\$300.00
Engineering Site Plan Review 5+ Acres	\$500.00
Engineering Site Plan Review Less than One Acre	\$150.00
Infrastructure Inspection Fee	\$1.00
Fee Per Linear Foot of Public Street	

### Engineering Fees for Watershed/Stormwater Permit Site Plan Review

Common Law Vesting Application	\$1,000.00
Copy of Watershed Ordinance with Map	\$15.00
Vested Rights Established, Watershed Permit	\$100.00
Watershed Map	\$10.00

#### **High Density Watershed Permit Review by Watershed Administrator**

High Density Residential and Multiple Users of High Density BMP's Any Size Parcel	\$1,100.00
High Density Watershed Permit Without Pond Review	\$65.00
Watershed Review Committee, Industrial, Commercial, MH and MF Districts - 5 + Acres	\$950.00
Watershed Review Committee, Industrial, Commercial, MH and MF Districts - Less than one acre	\$500.00
Watershed Review Committee, Industrial, Commercial, MH and MF Districts 1- 5 Acres	\$750.00

#### **Low Density Watershed Permit Review by Watershed Administrator**

Accessory Building	
No Fee	
Industrial, Commercial, MH and MF Districts - 5 + acres	\$125.00
Industrial, Commercial, MH and MF Districts - Under 5 acres	\$100.00
Low Density Residential 5 + acres	\$100.00
Low Density Residential Under 5 acres	\$50.00

### Fire Rescue

Absorbent-Hydrocarbon - Per Bag	\$30.00
Cars/Pickup Per hour	\$50.00
Engine/ladder Per hour	\$100.00
Fire Extinguisher - Per 20#	\$30.00
Foam - Actual cost + 20%	\$0.00
Squad/Brush Units	\$100.00

\* Fee revised or added FY 14-15

## Fire Rescue

Per hour	
Stand By Firefighters	\$25.00
Per hour per Firefighter (when required by Fire Official or requested by occupancy)	
Straw - Per Bale	
Actual Cost plus 20%	

## Fire Prevention

1st Inspection (Annual, Initial, Primary, First Complaint, or Request Inspection)	
No Fee	
2nd Inspection (Notice of Compliance Issued)	
No Fee	
3rd Inspection (This amount plus fines, fined \$100 for each outstanding Fire Code Violation)	\$50.00
4th Inspection (This amount plus fines, fined \$200 for each outstanding Fire Code Violation)	\$100.00
5th Inspection (This amount plus fines; fined \$300 for each o/s Fire Code Violation plus Court Costs)	\$150.00
ABC Permit Inspection	\$100.00
After Hours Inspection/Plans Review (Special Request)	\$50.00
Per hour	
All other Permits Required by the Fire Prevention Code	\$100.00
Amusement Buildings (Haunted Houses, etc.)	\$125.00 *
Any other function Requiring Fire Prevention Inspection and Approval Not Previously Listed	\$50.00
Bon Fire Permit	\$20.00
Bowling Pin and Bowling Alley Resurfacing and Refinishing	\$50.00
Carnivals and Fairs	\$50.00
Certificate of Occupancy Inspection (excluding new construction)	\$50.00
Certificate of Occupancy Re-Inspection	\$50.00
Combustible Dust Producing Operations	\$100.00
Cooking Booth	\$10.00
Copies of Fire Report	\$0.25
No Charge for First Copy, \$0.25/page for additional copies	
Covered Mall Buildings	\$75.00
Day Care Inspection	\$50.00
Explosive Materials (Blasting Permits) - 30 Days	\$100.00
Fire Alarm Testing (existing system)	\$30.00
Per hour	
Fire Flow Test	\$50.00
Per site	
Fire Lane Violation	\$50.00
Fireworks for Public Display	\$125.00
Fireworks Standby (Fire Dept.)	\$100.00
Fixed Fire Suppression Systems (existing)	\$30.00
Foster Homes, Charitable, Non-Profit Governmental Exempt	
Fumigation & Thermal Fogging	\$100.00
General Fire Code Violation Fine	\$100.00
Hazardous Material Spills/Fires	\$100.00
Per hour per apparatus plus actual cost + 20%	
Keyholder Failure to Respond	\$100.00
Liquid or gas fueled vehicles or equipment in assembly buildings	\$50.00
Matches: Storage or Manufacturer	\$50.00
Open Flame in Public Assembly	\$35.00

\* Fee revised or added FY 14-15

## Fire Prevention

Other Inspections	\$50.00
Plans Review Plus .03 per sq. ft.	\$50.00
Pyrotechnics and Special Effects	\$100.00
Removal of stop work order	\$300.00
Residential Custodial Care & Nursing Homes	\$100.00
Special Assembly: (Craft Shows, Gun Shows) Organizer Pays \$25 Permit	\$25.00
Spraying or dipping operations	\$50.00
State License Inspection Fee	\$50.00
Storage of Readily Combustible Material	\$50.00
Tank Installation, Abandonment or Removal Each Additional Tank \$50	\$150.00 *
Temporary Kiosks or Display for Merchandising	\$10.00
Up-fit Review Plus .03 per sq. ft.	\$50.00
Working without Permit Plus Double Permit Fee	\$100.00
Wrecking Yard, Junk Yard or Waste Handling Plant	\$100.00
<b>Construction Permits</b>	
Installation all others not listed but required by N C Fire Code	\$100.00
Installation of Automatic Fire Extinguishing Systems per 24,000 square feet of each floor level	\$100.00
Installation of Compressed gases other related equipment	\$100.00
Installation of Fire Alarm and Detection Systems and related equipment per 24,000 square feet of each floor level	\$100.00
Installation of Fire Pumps and related equipment	\$100.00
Installation of Flammable and Combustible liquids and other related equipment or removal	\$100.00
Installation of Hazardous Materials and other related equipment	\$100.00
Installation of Industrial Ovens	\$100.00
Installation of Private Fire Hydrants	\$100.00
Installation of Spraying and Dipping Systems and other related equipment	\$100.00
Installation of Standpipe Systems (New, Modification or Renovation)	\$100.00
<b>Exceptions</b>	
Any assembly occupancy violation that is an imminent danger, life safety violation is an automatic \$250 fine per violation and possible evacuation of the occupancy.	
Churches exempt from permit fees	
Failure to report unwanted Fire per NC Fire Code per occurrence	\$500.00
Locked or blocked exits are automatically a \$250 fine for first occurrence. Second occurrence within one year shall be a fine of \$500 per door. Third occurrence within one year shall be \$1000 per door.	
Overcrowding \$250 per person in excess of posted occupant load	
<b>Flammable and Combustible Liquids</b>	
To dispense liquids into vehicles at a private facility	\$75.00
To engage in the manufacture, blending or refining of fuels	\$200.00
To operate a private fueling dispensing facility	\$75.00
To operate tank vehicles, terminals & bulk fueling stations	\$100.00
<b>Hazardous Chemicals</b>	
Production Facilities	\$200.00

\* Fee revised or added FY 14-15

## Fire Prevention

### **High Piled Combustible Stock**

Above 30,000 sq. ft.	\$100.00
Below 29,999 sq. ft.	\$50.00

### **Permits: Use**

Airports, Heliports and Helistops	\$50.00
Cellulose Nitrate Motion Picture Film	\$50.00
Cellulose Nitrate Plastic (Pyroxylin), Store, handle or use in assembly	\$50.00
Combustible Fibers	\$100.00
Cryogenic Fluids	\$35.00
Dry Cleaning Plants: Type I	\$75.00
Dry Cleaning Plants: Type II	\$50.00
Dry Cleaning Plants: Type III	\$50.00
Dry Cleaning Plants: Type IV	\$50.00

### **Tents, Temporary Membrane & Air Structure**

90 days maximum	\$100.00
Per Permit Period	\$50.00

## Police Dept

Finger Print Charges Per card	\$10.00
Off Duty Police Officer Fee Hourly Rate for Off-Duty Officer Employment	\$25.00
Public Records Research See Special Note #2 at the end of document.	
State Finger Print Processing Fee	\$38.00
Taxi Driver Permit Fee	\$15.00
Taxi Driver Renewal Fee	\$15.00
Taxi Franchise Application Fee	\$50.00
Taxi Franchise Renewal	\$50.00
Video Copy, Research and Copy Costs - Police In-Camera Video System Per Video Retrieval & Copies of Other Recordings	\$5.00

### **Parking Fines**

30 Day Late Fee for Non-Payment of Parking Fine	\$30.00
Assessment of a \$30 late fee for all unpaid parking fines after 30 days	
All Other Parking Violations	\$5.00
Fire Lane Violation	\$50.00
Oversized Vehicle Parking in Violation of CO 9-186	\$50.00
Violation of Certain Vehicles to Be Parked only for loading and unloading	

### **Precious Metals Dealers Permit Fees**

Annual Renewal Permit for Employee	\$3.00
Dealers and Special Occasion Permits	\$142.00
Employee Permits	\$10.00

## Public Services Sanitation Division

### **Cardboard Recycling Collection**

\* Fee revised or added FY 14-15

**Public Services Sanitation Division**

**Cardboard Recycling Collection**

Bi-Monthly Per Month	\$20.00
Container Lease - 6 & 8 yard Per Month	\$10.00
Once per Week Service Per Month	\$35.00

**Commercial Sanitation Collection**

Collection of one (1) 95 gallon comingle recycle roll out per roll out	\$5.00
Collection of one (1) 95 gallon rollout container (Small Business)	\$40.00
Collection of one (1) refuse dumpster - 2 yard	\$66.00
Collection of one (1) refuse dumpster - 4 yard	\$66.00
Collection of one (1) refuse dumpster - 6 Yard	\$76.00
Collection of one (1) refuse dumpster - 8 Yard	\$88.00

Collection: Fees Applicable to those non-residential establishments, restaurants, apartments and mobile home parks which contract solely with the Town of Kernersville for collection of solid waste.

Fees are for once per week collection. Additional weekly collections shall be charged in even multiples.

Each additional 95 gallon roll out up to three (3) per small business per extra roll out	\$20.00
Set Truck Service Per month for three times a week	\$90.00
Set Truck Service Per month for twice a week service	\$60.00
Set Truck Service Per month for once a week service	\$30.00
Special one time collection of one (1) refuse dumpster by special arrangement Each pick up	\$40.00

**Condominium/Townhouse Collection**

2nd weekly collection of (1) 95 gal rollout or 1 dumpster	\$35.00
Cardboard Recycling Collection - Bi Monthly Per Month	\$20.00
Cardboard Recycling Collection - once per week Per Month	\$35.00
Container Lease 6 & 8 Yard Per Month	\$5.00
Once per week (1) 95 gallon rollout or (1) dumpster (2, 4, 6, 8 Yard) No Fee	
Refuse Dumpster Lease - 95 gallon rollout No Fee	
Refuse dumpster Lease - 2 yard Per Month	\$22.00
Refuse dumpster Lease - 4 yard Per Month	\$22.00
Refuse dumpster Lease - 6 yard Per Month	\$22.00
Refuse dumpster Lease - 8 yard Per Month	\$27.00

\* Fee revised or added FY 14-15

**Public Services Sanitation Division**

**Residential Sanitation Collection**

Annual Fee for Additional Recycling Container Collection	\$60.00
Annual Fee for Additional Refuse Cart Collection	\$60.00 *
Annual Fee for Yard Cart Collection Jan 1 - June 30	\$30.00
Annual Fee for Yard Cart Collection July 1 - June 30	\$60.00
Knuckle Boom Truck Service First Load No Fee	
Knuckle Boom Truck Service Each Additional Half Load	\$30.00
Once per week collection of 95 Gallon rollout container No Fee	
Once per week collection of small yard wastes in 95 gal Town issued yard cart No Fee	
Refuse Cart Purchase Price	\$60.00
Request for one time 8 hour use of flat bed truck, delivered & picked up by Town employee Per load	\$75.00
Request for one time use of refuse dumpster for 48 hr. period incl drop off and pickup	\$50.00
Yard Cart Purchase Price	\$60.00

**Public Services Street Division**

Industrial Street Improvement to Curb & Gutter (per linear foot) Add \$16 per linear foot for sidewalk plus drainage costs	\$118.00
Install Type III Barricades (Permanent Mount) Per unit	\$400.00
Installation of Stop Signs	\$150.00
Installation of Street Name Signs	\$200.00
Mowing Neglected Private Lots Cost + 50% min 1.5 hours	
Removal and Replacement of Failing Utility Patches & other street repairs related to negligence, faulty workmanship, and/or materials by Contractors, Sub-Contractors, Builders, Developers, Utility Companies, etc. Cost + 50%	
Residential Street Improvement to Curb & Gutter (per linear foot) Add \$16 per linear foot for sidewalk plus drainage costs	\$68.00
Street Cleaning @ Construction Sites Cost + 50%	
Street Flushing @ Construction Sites Per trip	\$250.00
Tight Radius/Zero Turn Mower Per hour	\$35.00
Tractor w/Flail Mower Per hour	\$65.00
Tractor w/Rotary Mower Per hour	\$75.00
Tractor w/Side Arm Mower Per hour	\$95.00
Utility Cut Penalty (Excavating in the ROW or cutting the street without a permit)	\$500.00
Utility Installation Permit (inspection required) and Encroachment Permit	\$100.00

\* Fee revised or added FY 14-15

### Recreation Facility Reservations

Civitan Baseball Field Per Hour	\$35.00
Harmon Park Wedding Gazebo Half Day 5 hours	\$150.00
Harmon Park Wedding Gazebo Full Day	\$250.00
Kernersville Recreation Center Per hour	\$75.00

### Recreation Ivey M. Redmon Sports Complex

Ivey M. Redmon Sports Complex Additional Field Prep drag and striping	\$40.00
Ivey M. Redmon Sports Complex if gate fee charged Per day	\$100.00
Ivey M. Redmon Sports Complex Cross Country Track Rentals (Local)	\$50.00
Ivey M. Redmon Sports Complex Cross Country Track Rentals (Conference)	\$100.00
Ivey M. Redmon Sports Complex Cross Country Track Rentals (Invitational)	\$600.00
Ivey M. Redmon Sports Complex Hourly Field Rental (incl lights,bases,scoreboards,restrms,init field prep)	\$60.00
Ivey M. Redmon Sports Complex Practice Field Wednesday ONLY Per 1.5 hours	\$35.00
Ivey M. Redmon Sports Complex Practice Field Wednesday ONLY Per 1.5 hours with Lights	\$45.00
Ivey M. Redmon Sports Complex Temporary Fencing Fees	\$60.00
Ivey M. Redmon Sports Complex Tournament Usage (incl lights,bases,scoreboards,restrms,init field prep) Per day per field	\$185.00
Ivey M. Redmon Sports Complex Tournament Usage(incl lights,bases,scoreboards,restrms,init field prep) For 3 field complex Sat & Sun	\$1,100.00
Ivey M. Redmon Sports Complex Tournament Usage(incl lights,bases,scoreboards,restrms,init field prep) For 3 field complex Fri , Sat & Sun	\$1,300.00
Ivey M. Redmon Sports Complex Vendor on Site Fee Per weekend tourney or 10% of gross receipts for tournaments more than 3 days	\$50.00

### Recreation Park Reservations

Picnic Shelters Full Day	\$60.00
Picnic Shelters Half Day	\$35.00

\* Fee revised or added FY 14-15

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**Special Notes:**

#1 - Reference Communications Tower Fee: This amount is a surety to cover the cost of the Town's consultant who reviews the electronic technical portion of the submittal. If the review cost is less than \$3000, then a refund will take place. If the review cost is more, additional funds are required prior to final review. **The Special Use Permit fee is a separate fee.**

#2 - Requests for research of public records such as accident statistical data and summary reports on specific locations will be compiled at the cost of 15 cents per copy made plus a special service fee of \$15 per hour for the time involved compiling and researching the request. These requests require extensive use of technology resources and clerical assistance to complete.

#3 - Regular fees must be paid in full at time of plan review or permit issuance. Fee rebates will be refunded upon project completion and certification by a third party inspection agency.