Town of Southern Pines
Chartered 1887
North Carolina

AGENDA

Wednesday, April 12, 2023: 9:00 AM
Town Council Budget Retreat
Southern Pines Fire Station #2
7831 NC Hwy 22, Carthage

1. CALL TO ORDER

2. TOWN MANAGER OPENING REMARKS

a. Announcement: Break for lunch at approx. Noon
We will seek a natural break in conversation/topic

b. Submittal of Draft Budget
draft budget document is available as part of the packet

3. ENTERPRISE FUND

a. General Rates Discussion

b. Revenues & Expenditures

c. System Development Fees

d. Capital Projects

4. GENERAL FUND

a. Review of Revenues
Opportunity to review information presented at most recent Work Session

b. Discussion Regarding Replaced Revenues (formerly ARPA)
Discussion regarding projects proposed to be charged against Replacement Revenues

c. Draft Expenditure Projections

d. Staff Compensation - Retirement, Major Medical, COLA/Market Adjustment, Pay for Performance
Overview of budget approach to retention and recruitment

e. Staffing - Review of New Position Requests

f. Capital Projects and Project Funds
Discussion of capital items and transfers in the draft Budget

g. FY 23-24 Bottom Line and Next Steps
Available Fund Balance discussion

h. Significant Expenditures on the horizon

A review of a draft CIP update and other significant expenditures in future years

i. Whitehall Master Plan

Discussion of projects contained in the Master Plan

5. COUNCIL DISCUSSION OF ADDITIONS/DELETIONS TO BUDGET

6. OTHER

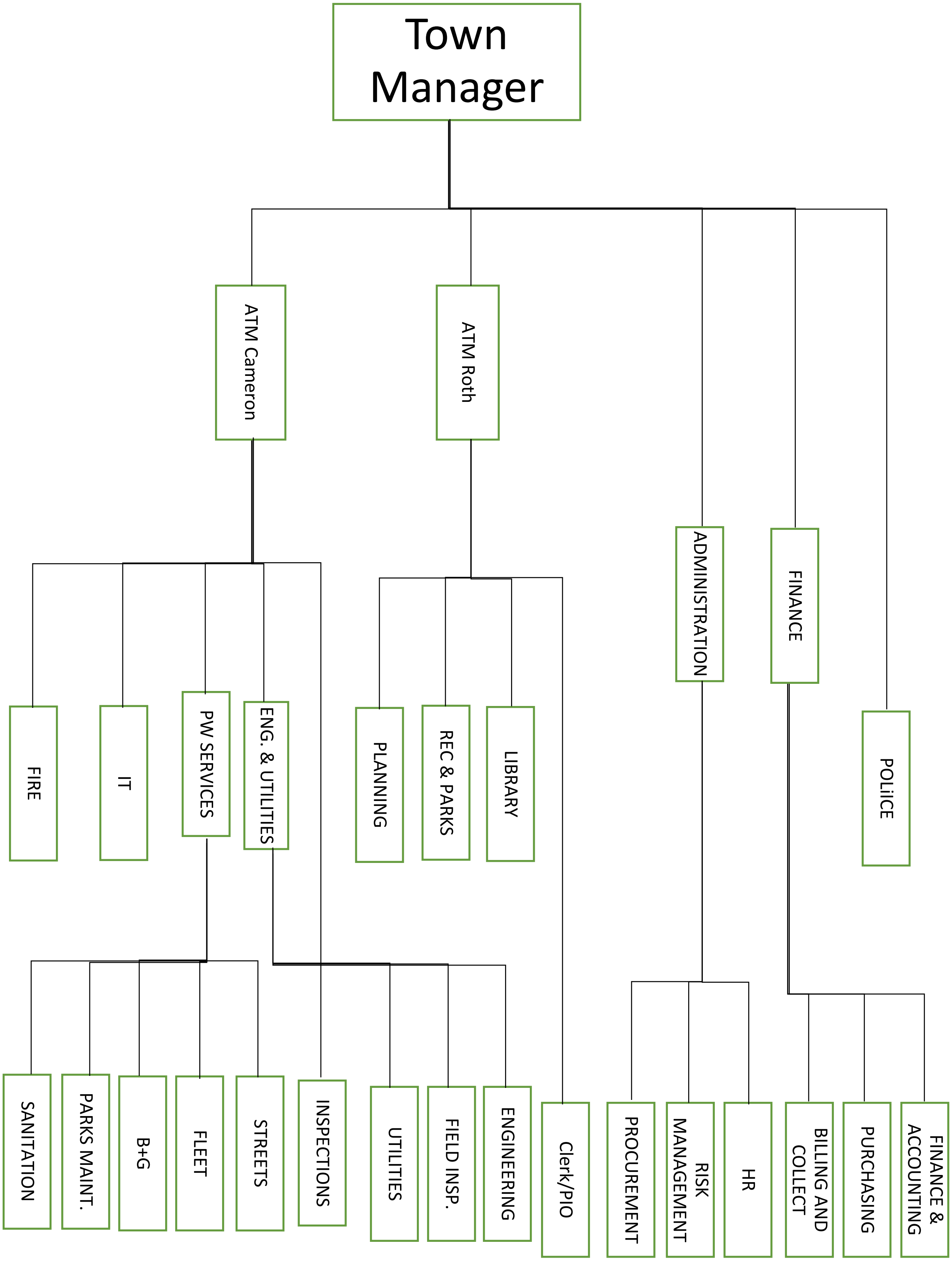
a. Morganton Park MSD

MSD Tax Rate discussion

7. ADJOURNMENT

TOWN OF SOUTHERN PINES
EXECUTIVE MANAGERS

Reagan D. Parsons	Town Manager
Mac McCarley	Town Attorney
Jessica Roth	Assistant Town Manager
Mike Cameron	Assistant Town Manager – Fire Chief
Tess Brubaker-Speis	Director of Finance
Cory Albers	Assistant Public Works Director
Cindi King	Director of Parks & Recreation
Bruce Rosenberger	Director of Administrative Services
Nicholas Polidori	Police Chief
Amanda Brown	Director of Library Services
BJ Grieve	Director of Planning
James Michel	Assistant Public Works Director
Nedra Norton	Director of Information Technology


Town Manager
ATM Cameron
ATM Roth
ADMINISTRATION
FINANCE
FIRE
IT
PW SERVICES
ENG. & UTILITIES
PLANNING
REC & PARKS
LIBRARY
POLiICE
SANITATION
PARKS MAINT.
B+G
FLEET
STREETS
INSPECTIONS
UTILITIES
FIELD INSP.
ENGINEERING
Clerk/PIO
PROCUREMENT
RISK MANAGEMENT
HR
BILLING AND COLLECT
PURCHASING
FINANCE & ACCOUNTING

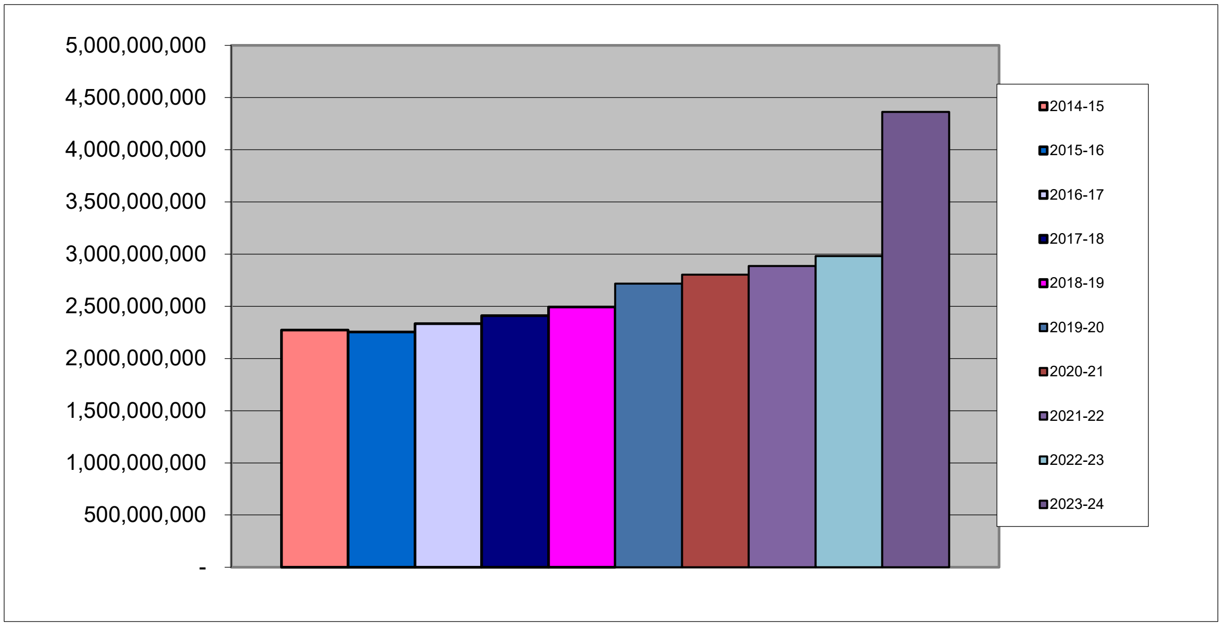
TOWN OF SOUTHERN PINES

PROPERTY TAX RATES
Last Ten Fiscal Years

Year Ended June 30	Town of Southern Pines
2015	0.37
2016	0.38
2017	0.38
2018	0.40
2019	0.40
2020	0.40
2021	0.40
2022	0.40
2023	0.40
2024	0.30

Note: All rates are expressed in dollars of tax per $100 of assessed valuation.

PROPERTY TAX VALUATION TRENDS
LAST TEN YEARS



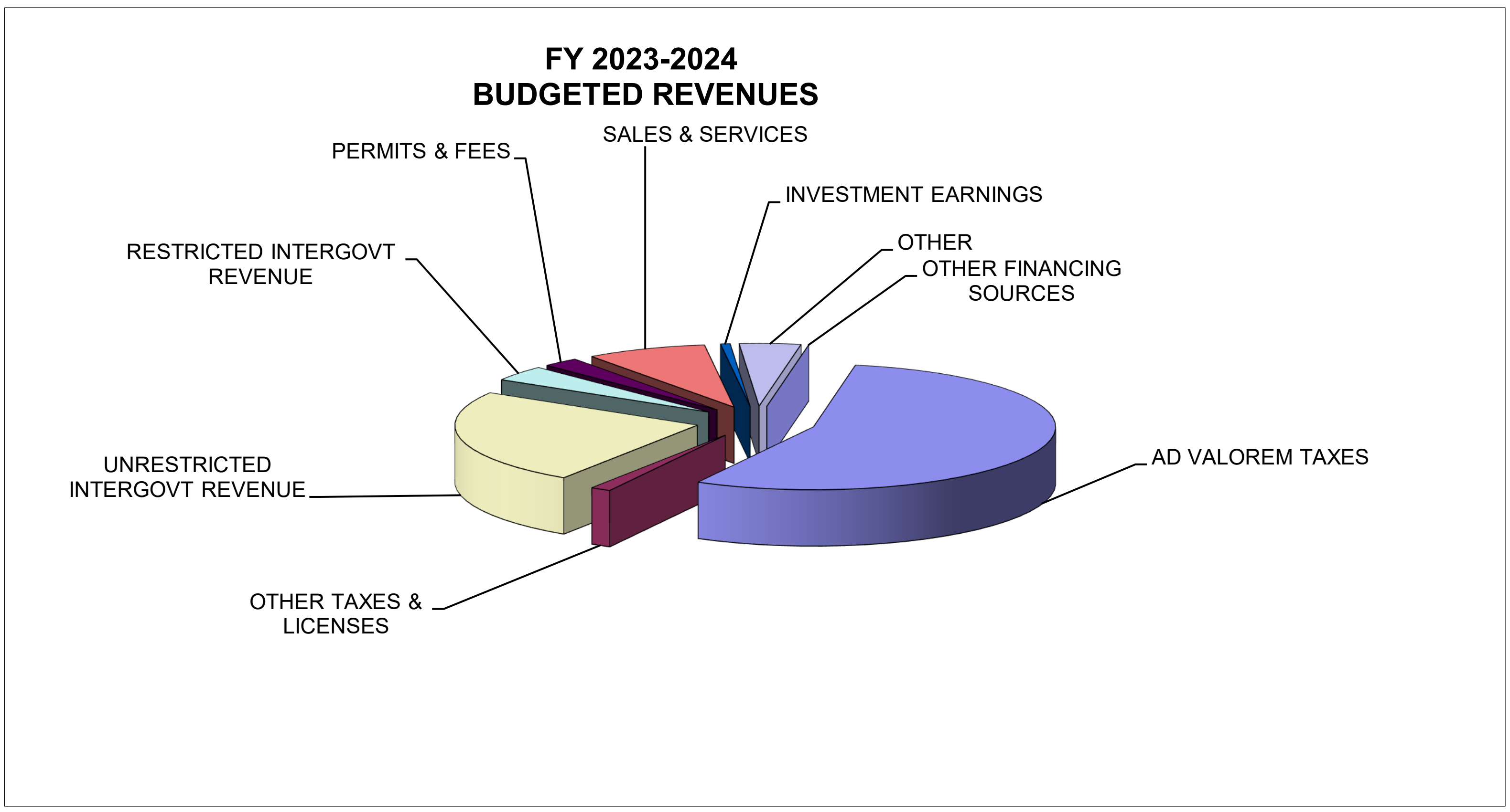
Tax Year	Fiscal Year	100% Valuation	Net Levy	Value of $0.01
2014	2014-15	2,271,275,981	8,399,348	227,128
2015	2015-16	2,252,976,782	8,545,250	225,298
2016	2016-17	2,334,287,307	8,872,587	233,429
2017	2017-18	2,411,587,808	9,642,138	241,159
2018	2018-19	2,491,817,005	9,965,189	249,182
2019	2019-20	2,718,552,546	10,856,347	271,855
2020	2020-21	2,803,968,555	11,214,970	280,397
2021	2021-22	2,886,163,763	11,544,655	288,616
2022	2022-23	2,981,782,200	11,927,129	298,178
2023	2023-24	4,362,260,000	13,086,780	436,226

TOWN OF SOUTHERN PINES
GENERAL FUND
BUDGET SUMMARY
2023-2024

	ACTUAL 2021-2022	BUDGET 2022-2023 as of 04/11/23	EXPECTED REVENUES EXPENDITURES 2022-2023	BUDGET 2023-2024
Available Fund Balance - Beginning	$ 8,420,427	$ 9,775,598	$ 9,775,598	$ 15,424,530
Total Revenues & Reserve Increases	22,791,806	28,687,029	30,829,653	23,410,385
Total Funds Available	31,212,233	38,462,627	40,605,251	38,834,915
Total Expenditures	20,635,151	25,407,317	24,045,786	28,115,231
Transfers Out to Capital Projects	801,484	1,134,935	1,134,935	1,147,851
Available Fund Balance - Ending	$ 9,775,598	$ 11,920,375	$ 15,424,530	9,571,833
		ARPA Funds:	3,922,210	
		ARPA use yard debris trucks	(685,813)	
		ARPA use FYE 2023 Projects	(324,460)	
		ARPA use FYE 2024 Projects	(644,351)	
	Less ARPA Balance:			2,267,586
		Add: Yard waste trucks adj (25% to 8%)		116,588
Less 3 Months Expenditures				7,028,808
Available Fund Balance - FYE 06/30/24				$ 392,027

TOWN OF SOUTHERN PINES
GENERAL FUND
CONSOLIDATED REVENUE SUMMARY
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	EXPECTED as of 04/11/23	BUDGET 2023-2024	% of Revenue
AD VALOREM TAXES	$ 10,780,683	$ 11,209,507	$ 11,571,474	$ 11,760,222	$ 11,760,222	$ 12,902,478	55.11%
OTHER TAXES & LICENSES	309,616	381,598	427,808	308,550	326,380	318,550	1.36%
UNRESTRICTED INTERGOVT REVENUE	5,214,808	5,945,476	6,946,573	5,308,000	6,616,320	5,711,065	24.40%
RESTRICTED INTERGOVT REVENUE	780,125	760,591	557,080	490,223	500,147	919,745	3.93%
PERMITS & FEES	547,162	988,255	711,308	549,000	684,400	566,000	2.42%
SALES & SERVICES	1,377,183	1,468,232	1,418,959	1,519,640	1,784,490	1,885,122	8.05%
INVESTMENT EARNINGS	180,190	29,564	27,348	15,000	400,000	150,000	0.64%
OTHER	679,037	706,773	1,120,286	957,825	979,125	957,425	4.09%
OTHER FINANCING SOURCES	650,000	-	52,629	3,922,210	3,922,210	-	0.00%
	$ 20,518,804	$ 21,489,996	$ 22,833,465	$ 24,830,670	$ 26,973,294	$ 23,410,385	



Town of Southern Pines
General Fund
Schedule of Revenues
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023 as of 07/01/22	BUDGET 2022-2023 as of 04/11/23	EXPECTED REVENUES 2022-2023	**BUDGET 2023-2024**
AD VALOREM TAXES:							
Current	$ 10,836,428	$ 11,187,429	$ 11,531,201	$ 11,748,222	$ 11,748,222	$ 11,748,222	**$ 12,890,478**
Delinquent	(67,691)	6,883	23,234	8,000	8,000	8,000	**8,000**
Penalties & Interest	11,946	15,195	17,039	4,000	4,000	4,000	**4,000**
TOTAL AD VALOREM TAXES	10,780,683	11,209,507	11,571,474	11,760,222	11,760,222	11,760,222	**12,902,478**
OTHER TAXES & LICENSES:							
Short-Term Rental Property Tax	54,782	52,074	66,444	50,000	50,000	67,830	**60,000**
Solid Waste Disposal Tax	10,781	10,677	11,716	10,000	10,000	10,000	**10,000**
Privilege/Beer - Wine License	2,380	3,180	2,715	2,400	2,400	2,400	**2,400**
Alcoholic Beverage Ctrl	198,273	253,772	284,148	185,000	185,000	185,000	**185,000**
Municipal Vehicle Tax	43,400	61,895	62,785	61,150	61,150	61,150	**61,150**
TOTAL OTHER TAXES	309,616	381,598	427,808	308,550	308,550	326,380	**318,550**
UNRESTRICTED INTERGOVT REVENUE:							
Article 39 Sales Tax - 1%	1,559,124	1,875,949	2,268,220	1,625,000	1,625,000	2,160,820	**1,799,125**
Article 40 Local Sales Tax - 1/2%	832,308	964,489	1,164,585	860,000	860,000	1,124,455	**938,715**
Article 42 Local Sales Tax - 1/2%	769,264	927,342	1,121,405	810,000	810,000	1,068,705	**888,550**
Article 44 1/2%-Hold Harmless	783,857	897,679	1,091,738	810,000	810,000	1,057,340	**881,675**
Beer and Wine Tax	61,178	60,142	61,941	58,000	58,000	60,000	**58,000**
Video Programming	147,621	146,246	117,054	145,000	145,000	145,000	**145,000**
Utilities Franchise/Sales	1,061,456	1,073,629	1,121,630	1,000,000	1,000,000	1,000,000	**1,000,000**
TOTAL UNRESTRICTED INTERGOVERNMENTAL	5,214,808	5,945,476	6,946,573	5,308,000	5,308,000	6,616,320	**5,711,065**
RESTRICTED INTERGOVT REVENUE:							
Powell Bill Allocation	404,177	386,118	481,723	481,723	481,723	484,069	**481,723**
State Aid Library	5,949	6,159	7,241	7,500	7,500	8,500	**7,500**
Library Grants	78,754	1,500	0	0	0	6,828	**0**
Recreation Grants	0	500	0	1,000	1,000	750	**750**
FEMA Revenue	24,772	203,037	0	0	0	0	**0**
On-Behalf of Pymts. - Fire	13,158	13,913	13,401	0	0	0	**0**
Fire Grants	248,208	146,410	44,655	0	0	0	**354,772**
Planning Grants	0	0	0	0	0	0	**75,000**
Police Grants	5,107	2,954	10,060	0	0	0	**0**
TOTAL RESTRICTED INTERGOVERNMENTAL	780,125	760,591	557,080	490,223	490,223	500,147	**919,745**
PERMITS AND FEES:							
Inspections	338,600	729,205	468,957	325,000	325,000	470,000	**325,000**
Planning	78,740	103,625	90,658	100,000	100,000	100,000	**125,000**
Homeowner Recovery Fee	2,510	3,240	2,800	1,000	1,000	1,200	**1,000**
Zoning Fees	16,850	19,600	17,750	20,000	20,000	20,000	**20,000**
Street Department	36,920	48,486	50,321	30,000	30,000	30,000	**30,000**
Fire	700	1,325	1,955	0	0	200	**0**
Public Works	64,036	74,401	71,417	55,000	55,000	55,000	**55,000**
Police Department	8,806	8,373	7,450	18,000	18,000	8,000	**10,000**
TOTAL PERMITS AND FEES	547,162	988,255	711,308	549,000	549,000	684,400	**566,000**

Town of Southern Pines
General Fund
Schedule of Revenues
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023 as of 07/01/22	BUDGET 2022-2023 as of 04/11/23	EXPECTED REVENUES 2022-2023	**BUDGET 2023-2024**
SALES AND SERVICES:							
Library	33,842	26,000	42,230	35,000	35,000	45,000	**45,000**
Recreation Fees	152,966	138,651	170,234	209,000	209,000	188,000	**188,000**
Police Extra Duty	27,877	33,638	42,255	40,000	40,000	40,000	**50,000**
Fire Extra Duty	2,588	0	55,058	0	0	5,000	**5,000**
Rents	320,136	343,120	300	354,013	0	525	**0**
Facility Rental - Recreation	26,713	9,188	33,758	28,000	28,000	41,000	**42,500**
Court Facilities Fee	(98)	0	0	300	300	0	**0**
Reservoir Park	6,000	6,000	0	6,662	0	0	**0**
Disposal Fee/Recycling Fee	807,159	911,635	1,075,124	1,207,340	1,207,340	1,464,965	**1,554,622**
TOTAL SALES AND SERVICES	1,377,183	1,468,232	1,418,959	1,880,315	1,519,640	1,784,490	**1,885,122**
INVESTMENT EARNINGS:	180,190	29,564	27,348	15,000	15,000	400,000	**150,000**
OTHER:							
Surplus Property Sales	77,001	52,505	33,028	70,000	70,000	85,000	**70,000**
Lease Revenue	0	0	365,285	0	360,675	360,675	**306,425**
Miscellaneous Revenue	86,553	157,418	93,193	50,000	50,000	50,000	**50,000**
Demolition Liens	5	1,500	3,700	0	0	1,800	**0**
Fire Donations	0	2,500	2,500	2,500	2,500	2,500	**2,500**
Court Costs	2,681	3,095	6,011	2,500	2,500	2,500	**2,500**
Cemetery	2,250	3,375	1,250	1,000	1,000	2,500	**1,000**
Fire District Revenue - Escrow	0	0	132,081	0	0	0	**45,000**
Fire District Revenue	473,398	475,122	449,158	468,150	468,150	468,150	**472,000**
Donations	37,149	11,258	34,080	3,000	3,000	6,000	**8,000**
TOTAL OTHER REVENUE	679,037	706,773	1,120,286	597,150	957,825	979,125	**957,425**
OTHER FINANCING SOURCES							
Transfer - ARPA Revenue Rplcmnt	0	0	0	0	3,922,210	3,922,210	**0**
Financing Proceeds Leases/SBITA's			52,629	0	0	0	**0**
Financing Proceeds	650,000	0	0	0	0	0	**0**
TOTAL OTHER FINANCING SOURCES	650,000	0	52,629	0	3,922,210	3,922,210	**0**
TOTAL REVENUES AND OTHER FINANCING SOURCES	20,518,804	21,489,996	22,833,465	20,908,460	24,830,670	26,973,294	**23,410,385**
FUND BALANCE [(ADD TO)/USE OF]:	**(464,808)**	**(1,873,045)**	**(1,396,830)**	**3,856,359**	**1,666,582**	**(1,783,573)**	**6,734,575**
REVENUES AFTER ADDITIONS/ REDUCTIONS FROM FUND BALANCE	$ 20,053,996	$ 19,616,951	$ 21,436,635	$ 24,764,819	$ 26,497,252	$ 25,189,721	**$ 30,144,960**

TOWN OF SOUTHERN PINES
GENERAL FUND
EXPENDITURE BY FUNCTION AND TRANSFERS
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023 as of 07/01/22	BUDGET 2022-2023 as of 04/11/23	EXPECTED EXPENDITURES 2022-2023	**BUDGET 2023-2024**
Legislative	$ 177,200	$ 179,845	$ 163,862	$ 168,451	$ 271,451	$ 232,637	**$ 280,397**
General Administration	650,025	704,750	823,487	954,365	954,365	893,916	**1,086,781**
Information Technology	1,111,518	1,015,563	928,672	1,385,690	1,380,890	1,338,993	**1,756,404**
Financial Services	733,844	720,218	758,022	849,815	849,815	844,549	**943,659**
Police Administration & Patrol	3,388,391	3,733,061	4,009,544	4,754,804	4,754,804	4,569,866	**5,563,085**
Police Communications	476,706	519,020	681,668	659,954	659,954	624,261	**705,085**
Investigations	775,323	676,295	665,930	931,018	931,018	875,455	**905,221**
Fire/Rescue	3,419,640	2,850,995	3,116,625	3,366,292	3,608,292	3,599,514	**3,934,634**
Planning	405,319	464,261	519,957	908,627	908,627	904,114	**991,701**
Inspections	371,627	435,296	406,750	517,565	527,415	520,295	**574,565**
Street Maintenance	1,574,317	1,470,701	1,950,644	2,346,335	2,346,335	2,293,920	**2,704,222**
Public Works/Sanitation	2,344,142	2,408,854	2,518,542	2,803,798	3,529,798	2,780,119	**3,977,228**
Fleet Maintenance	297,682	309,530	300,706	366,450	366,450	337,679	**378,314**
Recreation	1,227,864	1,210,993	1,448,426	1,544,905	1,536,905	1,493,696	**1,516,893**
Library	1,001,343	856,599	930,821	1,026,740	1,069,192	1,059,627	**1,062,654**
Building and Grounds	1,389,926	1,166,211	1,104,939	1,362,700	1,473,871	1,439,010	**1,913,799**
Special Appropriations:							
Sponsorships	1,500	1,500	1,500	1,500	1,500	1,500	**1,500**
Economic Development-Dues	26,250	26,250	26,250	26,500	26,500	26,500	**27,600**
Shaw House	1,000	1,000	1,000	1,000	1,000	1,000	**1,000**
Total Special Appropriations	28,750	28,750	28,750	29,000	29,000	29,000	**30,100**
Non-Departmental:							
W/S Indirect Costs	(1,050,334)	(1,141,360)	(1,184,485)	(1,200,526)	(1,200,526)	(1,200,526)	**(1,369,487)**
Installment Purchase-Fire Sub-Sta	517,718	499,443	432,908	425,729	425,729	425,729	**418,549**
Installment Purchase Police Stat	502,028	485,864	469,701	453,538	453,538	453,538	**220,708**
Installment Purchase Whitehall Tract	0	0	315,582	310,171	310,171	310,171	**304,362**
Installment Purchase Annex Upfit	0	0	71,563	70,497	70,497	70,497	**69,431**
Installment Lease/SBITA Payments	0	0	35,611	0	12,800	12,800	**10,000**
Installment Purchase Fire Vehicle	0	136,926	136,926	136,926	136,926	136,926	**136,926**
Total Non-Departmental	(30,588)	(19,127)	277,806	196,335	209,135	209,135	**(209,511)**
Total Expenditures	19,343,029	18,731,815	20,635,151	24,172,844	25,407,317	24,045,786	**28,115,231**
Transfers:							
Transfer to Cap Proj-Unpaved Streets	0	0	0	0	0	0	**0**
Transfer to Cap Proj-Open Space	0	519,262	0	0	0	0	**0**
Transfer to Cap Proj-Storm Water	0	0	0	0	0	0	**0**
Transfer to Cap Proj-EIDMS	0	45,874	0	0	0	0	**0**
Transfer to Cap Proj-Recreation Improv	80,000	0	142,000	0	364,460	364,460	**644,351**
Transfer to Cap-Proj-Parking Lots	43,000	45,000	0	100,000	100,000	100,000	**0**
Transfer to Cap-Proj-Facility Modern	313,817	0	0	191,975	260,475	260,475	**203,500**
Transfer to Cap-Proj-Building Renov	13,000	100,000	0	0	0	0	**0**
Transfer to Cap-Steambank Stabilization	0	75,000	384,484	0	0	0	**0**
Transfer to Cap Proj-Reservoir Dam Impr	0	0	75,000	100,000	100,000	100,000	**100,000**
Transfer to General Capital Reserve	0	0	0	0	0	0	**0**
Transfer to Cap Proj-Sidewalks	261,150	100,000	200,000	200,000	310,000	310,000	**200,000**
Total Transfers	710,967	885,136	801,484	591,975	1,134,935	1,134,935	1,147,851
Total Expenditures/Transfers	$ 20,053,996	$ 19,616,951	$ 21,436,635	$ 24,764,819	$ 26,542,252	$ 25,180,721	$ 29,263,082

LEGISLATIVE

Narrative: The Legislative Department is the policy making body of the Town. It is comprised of a Mayor and four Councilmembers. The Southern Pines Town Council considers and adopts ordinances to provide for the health, safety and overall quality of life for the citizens of Southern Pines and decides the service levels provided by the Town for its citizens.

The Legislative Department budget is in place to capture expenditures required for the support of the Town Council to include: wages, office supplies, equipment, travel, training and education, dues and subscriptions as well as expenditures required for the creation, filing and organization of the official records of all Town Council business and meetings.

Additional expenditures in this department include cost of the Town's legal counsel and any special appropriations made by Council in support of local activities and organizations.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Agenda Items Considered:			
- Consent	120	125	100
- Miscellaneous	102	75	75
- Architectural Reviews	16	20	15
- Workshop Items	82	100	100

LEGISLATIVE

Fund: General

Function: General Government

Goal: To provide overall guidance for municipal operations.

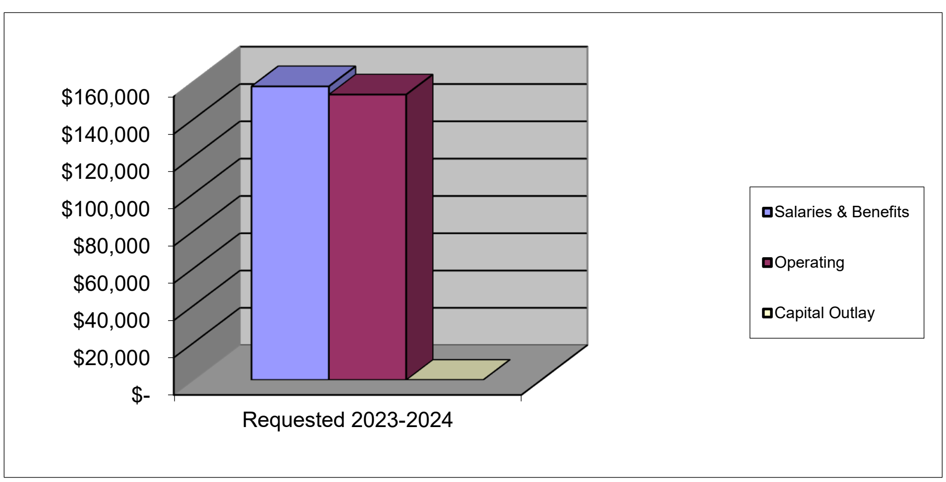
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 26,885	$ 116,271	$ 112,730	$ 157,447
Operating	165,727	184,180	148,907	153,050
Capital Outlay	-	-	-	-
Total	$ 192,612	$ 300,451	$ 261,637	$ 310,497

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 192,612	$ 300,451	$ 261,637	$ 310,497

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	-	-	-	-

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:			Fund:	Department:	
2023-2024	Legislative	General Government			10	410	

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
104100200	SALARIES & WAGES	$ 108,012	$ 104,720	$ 146,257	$ -	$ 146,257	35.4%
104100500	FICA EXPENSE	8,259	8,010	11,190	-	11,190	35.5%
	EMPLOYEE BENEFITS	116,271	112,730	157,447	-	157,447	
104101400	TRAINING & TRAVEL	13,225	8,050	4,000	15,000	19,000	0.0%
104103300	DEPARTMENTAL SUPPLIES	28,600	20,710	31,750	-	31,750	0.0%
104104500	CONTRACTUAL SERVICES	5,500	16,600	34,100	-	34,100	520.0%
104104510	INS-PROPERTY & GENERAL	7,800	7,800	8,020	-	8,020	2.8%
104104600	PROFESSIONAL SERVICES	74,500	42,000	5,000	-	5,000	(93.3%)
104105300	DUES & SUBSCRIPTIONS	25,555	24,747	24,130	950	25,080	(1.9%)
104106300	SPECIAL APPROPRIATIONS	29,000	29,000	30,100	-	30,100	3.8%
	OPERATING EXPENDITURES	184,180	148,907	137,100	15,950	153,050	
104107400	CAPITAL OUTLAY	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 300,451	$ 261,637	$ 294,547	$ 15,950	$ 310,497	

ADMINISTRATION

Narrative: The Administration Department provides funding for the offices of the Town Manager, one of two Assistant Town Manager's and the Director of Administrative Services.

The Town Manager serves as the chief administrative officer of the Town. The Town Manager is responsible and accountable to the Mayor and the Town Council for the general management of all Town operations. The Governing Board's policy guidelines are directed through this office to the various departments within the Town. The Town Manager is responsible for reporting and recommending to the Governing Body on all matters of interest in the Town. The Town Manager assumes responsibility for submission of a proposed annual operating budget.

The Assistant Town Manager assigned to the Administration Department provides direct support and assistance to the Town Manager in organizing and enacting policies and programs as assigned by the Town Manager. The Assistant Town Manager oversees the functions of the Town Clerk to include preparation for all Town Council meetings and maintaining all legal documents and permanent records of the Town. In addition, the Assistant Town Manager coordinates public relations for the Town and provides direct oversight and support to several operational Department Directors. The second Assistant Town Manager also serves as Fire Chief and is therefore assigned to that department.

Administrative Services is responsible for the divisions of Human Resources, Purchasing/Procurement, and Risk Management. Within this purview lies responsibility for all employee staffing, performance management, compensation and benefit program strategies and policies, adherence to all federal and state laws for payroll calculation, compliance with and required reporting on mandated employee related laws, statutes and regulations, a safety program, a decentralized purchasing department including the generation, review and approval of all purchase orders as well as compliance with NC purchasing, bidding and procurement statutes, risk management for the Town to include liability, property, vehicle and workers' compensation insurance coverages.

Performance Measures:	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Applications Received	783	865	800
Full Time Employees Hired	54	55	71
Part Time Employees Hired	34	44	44
Recordable Employee Injuries/Illness	10	12	12
Total GL/Property/Vehicle Claims Filed	17	26	20
Purchase Orders Processed	1033	1025	1000
Requests to Discard/Sell/Recycle Surplus	72	75	75

ADMINISTRATION

Fund: General

Function: General Government

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

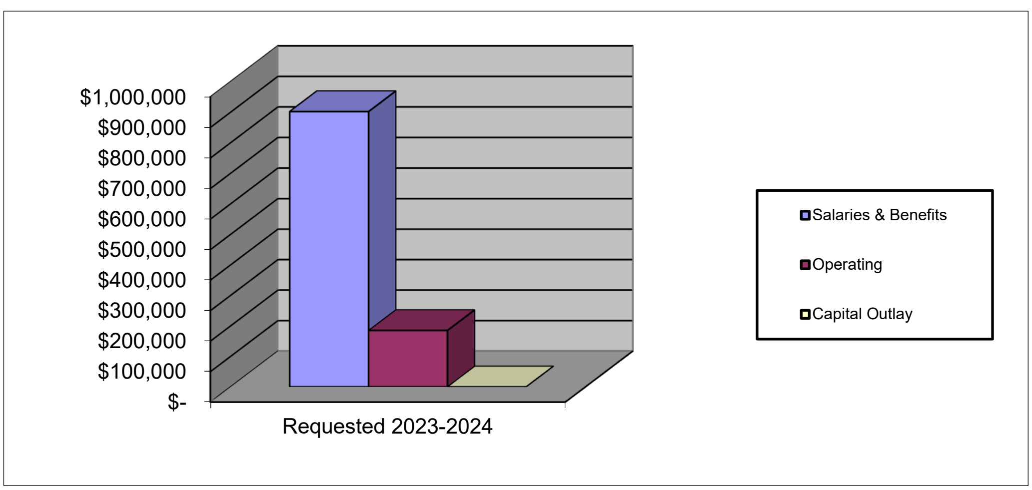
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 700,336	$ 813,635	$ 766,369	$ 901,804
Operating	123,151	140,730	127,547	184,977
Capital Outlay	-	-	-	-
Total	$ 823,487	$ 954,365	$ 893,916	$ 1,086,781

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 823,487	$ 954,365	$ 893,916	$ 1,086,781

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	7.0	7.0	7.0	8.0
Budgeted Employees-Part Time	-	-	-	-

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New Position - Community Communications (9 months) $ 55,166



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Administration	Function: General Government			Fund: 10	Department: 420	

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
104200200	SALARIES & WAGES	$ 590,890	$ 562,945	$ 619,169	$ 35,700	$ 654,869	10.8%
104200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104200500	FICA EXPENSE	45,205	41,394	47,365	2,731	50,096	10.8%
104200600	GROUP INSURANCE EXPENSE	61,600	52,425	54,880	5,740	60,620	(1.6%)
104200700	RETIREMENT EXPENSE	69,105	64,695	79,810	4,600	84,410	22.1%
104200800	DEFERRED COMPENSATION	46,835	44,910	50,024	1,785	51,809	10.6%
	EMPLOYEE BENEFITS	813,635	766,369	851,248	50,556	901,804	
104201000	DISASTER RELIEF EXPENSE	-	-	-	-	-	0.0%
104201100	POSTAGE	1,000	535	600	-	600	(40.0%)
104201200	PRINTING	250	565	400	-	400	60.0%
104201300	TELEPHONE	4,060	4,045	4,230	-	4,230	4.2%
104201400	TRAINING & TRAVEL	29,200	22,900	29,000	-	29,000	(0.7%)
104201401	TUITION REIMBURSEMENT	7,500	4,800	7,500	-	7,500	0.0%
104201800	UTILITIES	5,150	4,000	4,350	-	4,350	(15.5%)
104202600	ADVERTISING-HR	8,000	10,000	12,000	-	12,000	50.0%
104202610	ADVERTISING-LEGAL	15,000	14,700	15,000	-	15,000	0.0%
104203100	AUTO OPERATING	13,200	13,200	13,200	-	13,200	0.0%
104203300	DEPARTMENTAL SUPPLIES	8,000	10,920	8,850	6,000	14,850	85.6%
104204500	CONTRACTUAL SERVICES	25,245	25,075	23,940	-	23,940	(5.2%)
104204510	INS-PROPERTY & GENERAL	6,000	4,650	6,000	-	6,000	0.0%
104204600	PROFESSIONAL SERVICES	6,500	1,735	7,535	20,000	27,535	323.6%
104204800	COMMITTEE EXPENDITURES	4,200	2,600	3,400	-	3,400	(19.0%)
104204900	EAP EXPENDITURES	-	-	-	-	-	0.0%
104205000	EMPLOYEE RECOGNITION	-	-	-	-	-	0.0%
104205300	DUES & SUBSCRIPTIONS	7,425	7,822	7,972	15,000	22,972	209.4%
	OPERATING EXPENDITURES	140,730	127,547	143,977	41,000	184,977	
104207401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 954,365	$ 893,916	$ 995,225	$ 91,556	$ 1,086,781	

INFORMATION TECHNOLOGY

Narrative: The Information Technology department provides information technology support as a strategic partner to Town departments and coordinates the delivery of Geographic Information Systems services for the Town.

IT enables each Department to deliver efficient, effective, and innovative services to residents and other interested parties by providing users with needed hardware, software, network, systems services and support. Users in all Departments have appropriate access to town-wide coordinated Geographic Information Systems (GIS) and other shared data resources, while residents and other interested parties have web access to Town information and services.

IT provides strategic collaboration with each Department for the successful completion of enterprise and departmental project objectives to improve business efficiencies, workflow and business continuity.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Web visitors www.southernpines.net (town)	453,197	469,869	502,760
IT/GIS work orders submitted	2,658	2,920	3,212
IT/GIS work orders completed	2,650	2,774	3,051

INFORMATION TECHNOLOGY

Fund: General

Function: General Government

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

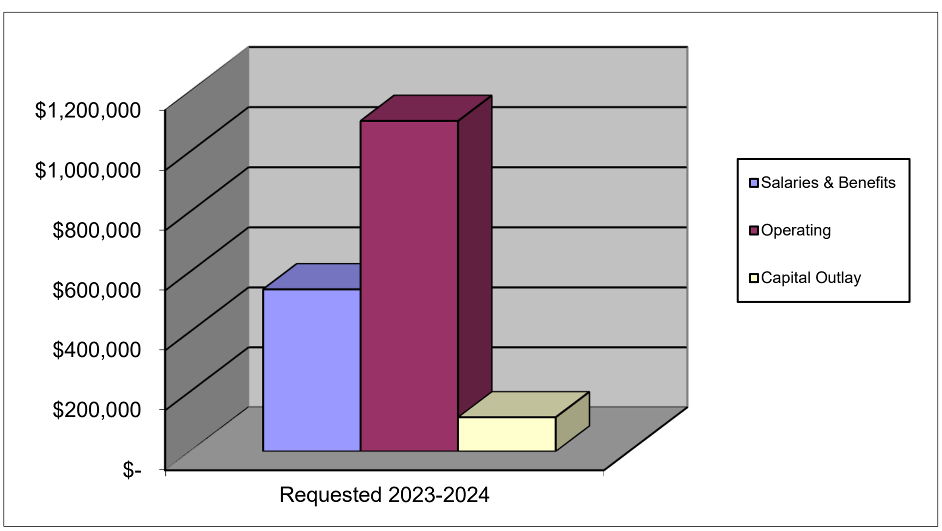
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 390,519	$ 458,593	$ 438,356	$ 540,939
Operating	519,196	910,297	877,205	1,101,465
Capital Outlay	56,749	12,000	23,432	114,000
Total	$ 966,464	$ 1,380,890	$ 1,338,993	$ 1,756,404

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 966,464	$ 1,380,890	$ 1,338,993	$ 1,756,404
Total	$ 966,464	$ 1,380,890	$ 1,338,993	$ 1,756,404

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees-Full Time	4.0	5.0	5.0	5.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

PW Work Order System Replacement	$ 100,000
ESX Server Replacement	14,000



2023-2024 ANNUAL BUDGET

DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Information Technology	General Government	10	430

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
104300200	SALARIES & WAGES	$ 335,785	$ 326,290	$ 399,660	$ -	$ 399,660	19.0%
104300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104300500	FICA EXPENSE	25,789	23,886	30,577	-	30,577	18.6%
104300600	GROUP INSURANCE EXPENSE	39,600	35,345	39,200	-	39,200	-1.0%
104300700	RETIREMENT EXPENSE	40,629	37,420	51,518	-	51,518	26.8%
104300800	DEFERRED COMPENSATION	16,790	15,415	19,984	-	19,984	19.0%
	EMPLOYEE BENEFITS	458,593	438,356	540,939	-	540,939	
104301100	POSTAGE	100	100	100	-	100	0.0%
104301300	TELEPHONE	89,960	69,880	64,530	-	64,530	(28.3%)
104301400	TRAINING & TRAVEL	16,460	11,500	16,460	-	16,460	0.0%
104301600	EQUIPMENT MAINTENANCE	500	500	500	-	500	0.0%
104301800	UTILITIES	-	-	-	-	-	
104302200	LEASED EQUIPMENT	5,732	-	-	-	-	(100.0%)
104303300	DEPARTMENTAL SUPPLIES	189,320	185,200	322,865	-	322,865	70.5%
104304500	CONTRACTUAL SERVICES	606,075	608,060	694,860	-	694,860	14.6%
104304510	INS-PROPERTY & GENERAL	1,900	1,715	1,900	-	1,900	0.0%
104305300	DUES & SUBSCRIPTIONS	250	250	250	-	250	0.0%
	OPERATING EXPENDITURES	910,297	877,205	1,101,465	-	1,101,465	
104307401	CAPITAL-SOFTWARE/COMP EQ	12,000	23,432	14,000	100,000	114,000	0.0%
104307403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	12,000	23,432	14,000	100,000	114,000	
	TOTAL EXPENDITURES	$ 1,380,890	$ 1,338,993	$ 1,656,404	$ 100,000	$ 1,756,404	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Information Technology	Function: General Government
	Fund: General Fund
Project Title: Fund 43 -Public Works Work Order System Replacement	

Project Description:

The Public Works department currently uses the Mobile311 software to manage and track work orders. The vendor is discontinuing support and updates for the software, PW and IT have been working to find a replacement. Through preliminary discussions with several vendors a budget for the replacement has been developed. An RFP will be sent out in the first quarter of 2023 to make the final selection of the replacement. The new software is anticipated to provide significant improvements in work tracking and management of the Town's physical assets.

Costs		2023-2024
PW Work Order System		$100,000
Total		$100,000

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Information Technology		Function:	General Government
		Fund:	General Fund
Project Title: 7401-Server Replacement			

Project Description:

Funding is requested to replace (1) ESX Server in accordance with the Town of Southern Pines IT Equipment Replacement Schedule. This server replacement will provide equipment, support and warranty for a server that supports departmental applications and IT services.

Costs		2023-2024
ESX Server		$14,000
Total		$14,000

FINANCIAL SERVICES

Narrative: The Financial Services Department provides funding for the office of the Finance Division.

The Finance Division is responsible for managing all of the fiscal affairs of the Town and supports all Town departments through accounting and financial reporting and the budgetary process. The Finance Division includes such activities as accounting services, investments, grant management and reporting, financial analysis, budget preparation and preparation of amendments to the budget.

The division is also responsible for payment of all Town bills, processing of payroll, completion and filing of monthly, quarterly and yearly state and federal reports, maintenance of capital asset files and other related functions. Issuance and administration of long-term debt is a function of the division. Finance also administers the Town’s cash management program and invests available funds accordingly. Preparation and distribution of the audited Annual Comprehensive Financial Report, which reflects the financial position of the Town at year-end, is the responsibility of the division.

Performance Measures:	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Direct Deposit Stubs Issued	5767	5800	5980
Payroll Checks Issued	140	180	140
Vendor Checks Issued	3240	3200	3240
Invoices Processed	6507	5700	6200
Reconciliations Performed	5650	5521	5717
Financial Reports	1230	1230	1246

FINANCIAL SERVICES

Fund: General

Function: General Government

Finance Division Goal: To support Town Citizens, Council and departments through accurate and timely financial reports, administration of the annual budget, financial management, and cash management.

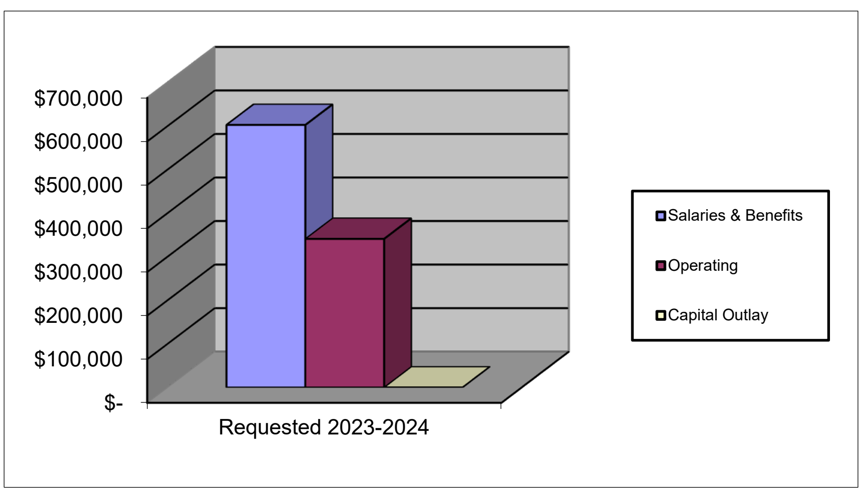
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 495,425	$ 537,110	$ 539,804	$ 602,729
Operating	262,597	312,705	304,745	340,930
Capital Outlay	-	-	-	-
Total	$ 758,022	$ 849,815	$ 844,549	$ 943,659

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 758,022	$ 849,815	$ 844,549	$ 943,659

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	6.0	6.0	6.0	6.0
Budgeted Employees-Part Time	-	-	-	1.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New Position - P/T Accounting Technician $ 24,887



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Financial Services	General Government	10	440

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
104400200	SALARIES & WAGES	$ 388,965	$ 397,750	$ 427,317	$ 18,000	$ 445,317	14.5%
104400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
104400500	FICA EXPENSE	29,755	29,359	32,690	1,377	34,067	14.5%
104400600	GROUP INSURANCE EXPENSE	52,800	48,000	47,040	-	47,040	(10.9%)
104400700	RETIREMENT EXPENSE	47,065	45,820	55,010	-	55,010	16.9%
104400800	DEFERRED COMPENSATION	18,525	18,875	21,295	-	21,295	15.0%
	EMPLOYEE BENEFITS	537,110	539,804	583,352	19,377	602,729	
104401100	POSTAGE	7,500	6,000	7,500	-	7,500	0.0%
104401200	PRINTING	8,000	1,500	5,000	-	5,000	(37.5%)
104401300	TELEPHONE	1,900	1,950	1,950	-	1,950	2.6%
104401400	TRAINING & TRAVEL	10,000	7,500	10,000	-	10,000	0.0%
104401600	EQUIPMENT MAINTENANCE	2,485	1,000	2,000	-	2,000	(19.5%)
104401800	UTILITIES	5,225	6,000	7,500	-	7,500	43.5%
104402200	LEASED EQUIPMENT	4,500	16,250	16,500	-	16,500	266.7%
104403300	DEPARTMENTAL SUPPLIES	21,250	20,000	28,750	900	29,650	39.5%
104404400	BANK SERVICE CHARGE	6,000	2,500	3,000	-	3,000	(50.0%)
104404500	CONTRACTUAL SERVICES	6,500	6,500	7,350	-	7,350	13.1%
104404505	COUNTY COLLECTION FEE	195,000	195,000	203,000	-	203,000	4.1%
104404510	INS-PROPERTY & GENERAL	3,450	3,450	3,450	-	3,450	0.0%
104404600	PROFESSIONAL SERVICES	36,250	31,950	38,750	-	38,750	6.9%
104404920	BAD DEBT EXPENSE	3,000	3,500	3,500	-	3,500	16.7%
104405300	DUES & SUBSCRIPTIONS	1,645	1,645	1,780	-	1,780	8.2%
	OPERATING EXPENDITURES	312,705	304,745	340,030	900	340,930	
104407401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 849,815	$ 844,549	$ 923,382	$ 20,277	$ 943,659	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Finance	Function: General Government
	Fund: General Fund
Project Title: P/T Acctg Tech	

Project Description:

Due to the increased reporting for ARPA funds and GASB statements Finance continues to fall behind in other areas. Finance is requesting a part time general accounting clerk to help in all areas including utility billing if they are short staffed due to employee absences.

Costs		2023-2024
Salaries & Taxes		$19,377
IT		$4,600
Supplies		$900
Total		$24,877

POLICE - PATROL

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

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

The Division is comprised of thirty-two (32) full time sworn law enforcement officers assigned to four (4) Patrol Teams and a Directed Patrol Unit. The Division has four (4) sworn law enforcement officers in the Administration Division, four (4) sworn part time law enforcement positions, one (1) civilian Community Services/Accreditation Manager, two (2) civilian Administrative Technicians, one (1) Property and Evidence Technician, one (1) Police Technology Specialist.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Calls for Service/Officer Initiated Activity	21,010	25,000	30,000
Traffic Accident Investigations	801	900	1050
Preliminary Reports Completed	1,442	1,575	1,650
Arrests	651	700	750
Traffic Stops	2,004	2,450	3,000
Traffic Citations	987	1,100	1,200
Traffic Warnings (Written and Verbal)	1,203	1,250	1,300
Community Policing Activities/Presentations	80	110	200

POLICE-ADMINISTRATION/PATROL

Fund: General | Function: Public Safety

Patrol Division Goal: To provide protection of life and property to the citizens of Southern Pines and their guests.

Administration Division Goal: To ensure the collection and flow of documentation relating to police activities.

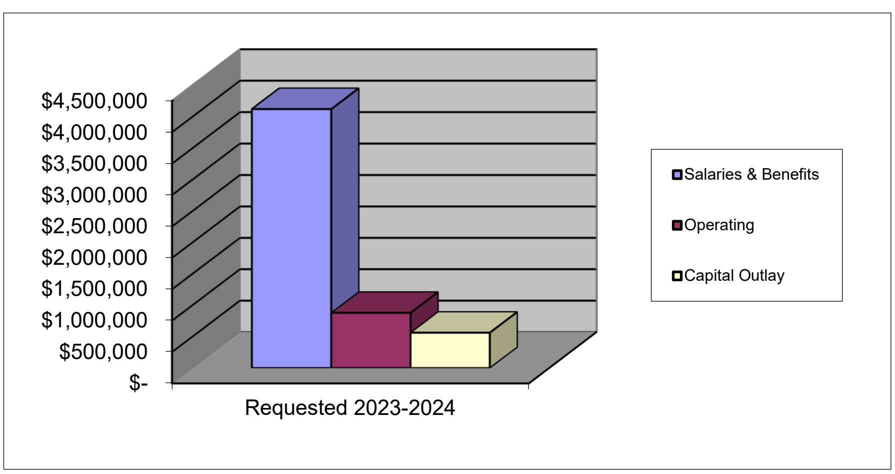
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 3,256,926	$ 3,641,594	$ 3,486,061	$ 4,122,030
Operating	599,404	881,210	879,805	879,055
Capital Outlay	153,214	232,000	204,000	562,000
Total	$ 4,009,544	$ 4,754,804	$ 4,569,866	$ 5,563,085

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Fees	$ 49,705	$ 58,000	$ 48,000	$ 50,000
Grants	10,060	-	-	-
General Revenues	3,949,779	4,696,804	4,521,866	5,513,085
Total	$ 4,009,544	$ 4,754,804	$ 4,569,866	$ 5,563,085

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	39.0	41.0	41.0	41.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Vehicle Replacements (3)	$ 177,000
Vehicle Replacement, K-9 (1)	63,000
Tactical Vehicle	322,000



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:			Fund:	Department:	
2023-2024	Police-Administration/Patrol	Public Safety			10	511	

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105110200	SALARIES & WAGES	$ 2,380,825	$ 2,301,275	$ 2,797,160	$ -	$ 2,797,160	17.5%
105110300	OVERTIME	137,000	133,000	137,000	-	137,000	0.0%
105110130	SEPARATION ALLOWANCE	48,373	43,030	33,367	-	33,367	(31.0%)
105110150	PD EXTRA DUTY FEE	32,354	32,354	40,000	-	40,000	0.0%
105110250	SRT/CNT ACTIVATION STIPEND	10,000	10,000	11,000	-	11,000	0.0%
105110400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105110500	FICA EXPENSE	206,618	192,757	230,919	-	230,919	11.8%
105110600	GROUP INSURANCE EXPENSE	360,800	325,950	321,440	-	321,440	(10.9%)
105110700	RETIREMENT EXPENSE	336,569	323,610	406,410	-	406,410	20.8%
105110800	401K EMPLOYER SHARE	129,055	124,085	144,734	-	144,734	12.1%
	EMPLOYEE BENEFITS	3,641,594	3,486,061	4,122,030	-	4,122,030	
105111100	POSTAGE	2,000	1,200	2,000	-	2,000	0.0%
105111400	TRAINING & TRAVEL	37,500	35,000	37,500	-	37,500	0.0%
105111600	EQUIPMENT MAINTENANCE	9,000	7,500	9,000	-	9,000	0.0%
105111700	AUTO REPAIR	37,500	50,000	45,000	-	45,000	20.0%
105111800	UTILITIES	75,000	75,000	83,000	-	83,000	10.7%
105112200	LEASED EQUIPMENT	3,000	3,600	3,600	-	3,600	0.0%
105113100	AUTO OPERATING	104,000	104,000	104,000	-	104,000	0.0%
105113300	DEPARTMENTAL SUPPLIES	292,500	289,969	257,155	-	257,155	(12.1%)
105113500	LAUNDRY & CLEANING	10,800	8,500	10,800	-	10,800	0.0%
105113600	UNIFORMS	50,000	45,000	50,000	-	50,000	0.0%
105114500	CONTRACTUAL SERVICES	65,800	72,386	74,500	-	74,500	13.2%
105114510	INS-PROPERTY & GENERAL	139,950	139,950	145,000	-	145,000	3.6%
105114600	PROFESSIONAL SERVICES	28,600	23,500	31,000	-	31,000	8.4%
105114800	GRANT EXPENDITURES	17,000	17,000	18,000	-	18,000	5.9%
105115300	DUES & SUBSCRIPTIONS	8,560	7,200	8,500	-	8,500	(0.7%)
	OPERATING EXPENDITURES	881,210	879,805	879,055	-	879,055	
105117401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105117402	CAPITAL MOTOR VEHICLE	232,000	204,000	-	562,000	562,000	
105117403	CAPITAL - OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	232,000	204,000	-	562,000	562,000	
	TOTAL EXPENDITURES	$ 4,754,804	$ 4,569,866	$ 5,001,085	$ 562,000	$ 5,563,085	

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 511- POLICE	Function: Public Safety
Project Title: ***7402- Vehicle Replacement (4)***	Fund: General Fund

Project Description:

Funding is requested to replace four (4) aging Patrol Division vehicles in accordance with the Town of Southern Pines Vehicle Replacement Schedule. This request will also provide resources to equip these vehicles for immediate service. The result will be increased safety for the officers and the public, as well as reduced vehicle maintenance costs and down-time. In addition, these new vehicles we allow for the installation and carrying of needed equipment to effectively carry out the daily duties of a Patrol Officer.

- (3) three vehicles at $59,000 per car - fully equipped with new VIPER radio, printer, light bar, equipment, stripes, etc.
- (1) K-9 vehicle at $63,000 - fully equipped with new VIPER radio, printer, light bar, equipment, K-9 kennel and associated K-9 equipment, stripes, etc.

Replacing vehicles:
895- 2013 Ford Explorer
8615 2015 Chevy Tahoe
8614- 2014 Chevy Caprice
8635- 2015 Chevy Tahoe

Costs		2023-2024
(3) three vehicles at $59,000		$177,000
(1) K-9 vehicle at $63,000		$63,000
Total:		$240,000

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 511- POLICE		Function:	Public Safety
Project Title: 7402- Tactical Rescue Vehicle		Fund:	General Fund

Project Description:

Funding is requested to purchase a Lenco BearCat Armored Tactical Rescue Vehicle. This vehicle is a valuable resource for situations that would require safe, tactical intervention for scenarios that include: barricaded armed suspects, hostage rescue, down officer rescue, active shooter incidents, safe approach to structures or open spaces by officers in a variety of dangerous circumstances.

An armored Tactical Rescue Vehicle will increase safety for the officers and the public. This vehicle would not be a daily use vehicle. This vehicle would be used in tactical situations and deployments by officers specifically trained in the use and deployment of this vehicle. This vehicle would be included in monthly training evolutions to maintain tactical and operational proficiency. This vehicle would be stored in a bay at SPFD Station 1 in order to reduce exposure to weather degradation and maintain vehicle security.

$322,000 – fully equipped armored vehicle with options meeting the need of the type of environment in and around Southern Pines.

Costs		2023-2024
$322,000		
Total:		$322,000

Prev 1 2

POLICE - COMMUNICATIONS

Narrative: The mission of the Communications Division is to monitor, receive and dispatch emergency and routine police calls for service as quickly and efficiently as possible to all areas with the Town of Southern Pines. In addition, the Communications Division processes misdirected telephone calls intended for law enforcement or public service agencies/departments and promptly relays this information to the agency/department having jurisdiction. The speed and accuracy information flows through the Communications Division are measures of the agency's capability to respond to the needs of the community. The Communications Division also interfaces with state and national law enforcement agencies and communications systems as well as the Moore County 911 system and the Southern Pines Fire Department. These services assure our citizens of quality emergency attention and guarantees that units in the field receive needed information and assistance necessary to respond to those requests. The Communications Center also serves as crucial support to the police officer in the field, providing timely, accurate information necessary to help the officer do a thorough, safe professional job. In addition, the Communications Center documents all activities and works closely with Administration Division to guarantee that proper documentation is collected and entered into the computerized records management system.

The Division is comprised of six (6) Telecommunicators (full-time), and one (1) Communications Supervisor. All employees assigned to the Communications Division receive extensive training and certifications in all aspects of their duties and responsibilities.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Calls for Service/Officer Initiated Activities	21,010	25,000	30,000
Phone Calls Taken by Telecommunicators	32,670	40,000	45,000
Walk-in/Other Requests	1,780	2,200	2,300

POLICE-COMMUNICATIONS

Fund: General   Function: Public Safety

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

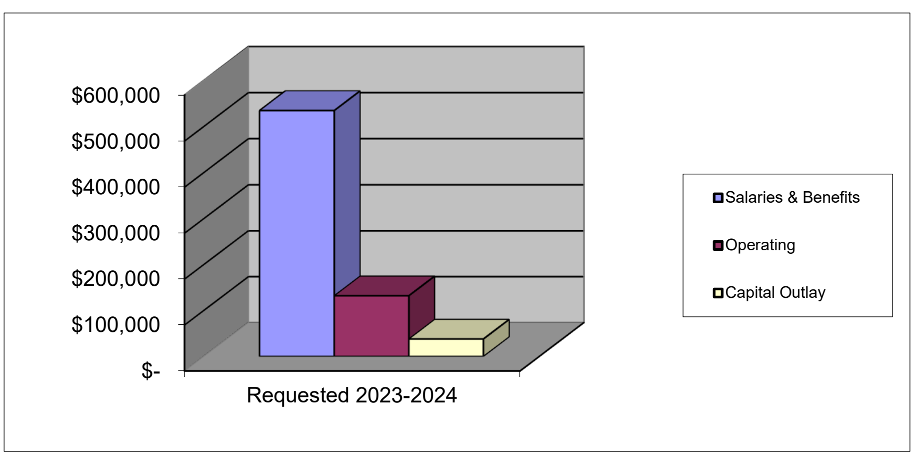
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 450,402	$ 530,444	$ 507,801	$ 534,805
Operating	93,840	129,510	116,460	132,280
Capital Outlay	137,426	-	-	38,000
Total	$ 681,668	$ 659,954	$ 624,261	$ 705,085

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 681,668	$ 659,954	$ 624,261	$ 705,085

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees - Full Time	7.0	7.0	7.0	7.0
Budgeted Employees - Part Time	-	-	-	-

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Eventide Nexlog Comm Center Replacement $ 38,000



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:			Fund:	Department:	
2023-2024	Police-Communications	Public Safety			10	514	

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105140200	SALARIES & WAGES	$ 351,295	$ 327,530	$ 351,285	$ -	$ 351,285	(0.0%)
105140300	OVERTIME	27,000	31,000	31,000	-	31,000	14.8%
105140400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105140500	FICA EXPENSE	28,940	27,411	29,248	-	29,248	1.1%
105140600	GROUP INSURANCE EXPENSE	61,600	61,600	54,880	-	54,880	(10.9%)
105140700	RETIREMENT EXPENSE	43,594	42,680	49,277	-	49,277	13.0%
105140800	DEFERRED COMPENSATION	18,015	17,580	19,115	-	19,115	6.1%
	EMPLOYEE BENEFITS	530,444	507,801	534,805	-	534,805	
105141300	TELEPHONE	37,000	37,000	39,000	-	39,000	5.4%
105141400	TRAINING & TRAVEL	8,500	6,500	8,500	-	8,500	0.0%
105141600	EQUIPMENT MAINTENANCE	35,000	28,000	35,000	-	35,000	0.0%
105142100	RENT	7,000	7,000	7,300	-	7,300	4.3%
105143300	DEPARTMENTAL SUPPLIES	21,000	19,000	21,000	-	21,000	0.0%
105143600	UNIFORMS	5,250	4,800	5,250	-	5,250	0.0%
105144500	CONTRACTUAL SERVICES	13,100	11,500	13,100	-	13,100	0.0%
105144510	INS-PROPERTY & GENERAL	1,980	1,980	2,150	-	2,150	8.6%
105145300	DUES & SUBSCRIPTIONS	680	680	980	-	980	44.1%
	OPERATING EXPENDITURES	129,510	116,460	132,280	-	132,280	
105147403	CAPITAL-OTHER EQUIPMENT	-	-	-	38,000	38,000	0.0%
	CAPITAL OUTLAY	-	-	-	38,000	38,000	
	TOTAL EXPENDITURES	$ 659,954	$ 624,261	$ 667,085	$ 38,000	$ 705,085	

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: 514 POLICE	Function: Public Safety
Project Title: Eventide Nexlog Recording system	Fund: General Fund

Project Description:

The Eventide Nexlog for the Communications Center is at the end of life and should be replaced. This recording system is used for radio recordings in dispatch and the phone system throughout the building.

This complete replacement includes hardware, software, licensing and installation.

IT Department has been consulted on this project for guidance for the correct specifications, and installation.

Costs- $38,000		2023-2024
Total-		$38,000

POLICE - INVESTIGATIONS

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

Additional responsibilities of the Investigation Division include victim/witness services, conducting follow-up investigations of cases involving juvenile offenders, processing juvenile arrests, preparing and presenting court cases in which a juvenile is involved and diverting juvenile offenders from the juvenile justice system when appropriate.

The Investigation Division collaborates closely with federal, state and local law enforcement agencies to address illegal drug activity in Southern Pines and surrounding communities with investigators specifically assigned to conduct narcotics related investigations. In addition, specialty assignments and training include participating in the North Carolina Internet Crimes Against Children (ICAC) Task Force and administering Voice Stress Analysis (VSA) examinations.

Through organized investigative case management, the Division strives to ensure all criminal investigations are given appropriate follow-up. Investigators in this division remain proactive using the CompStat crime management model and community-based policing philosophies and practices to prevent, minimize or eliminate crime.

The Division is comprised of six (6) Investigators and one (1) Investigator-Sergeant, with the Operations Captain maintaining oversight of the Division.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Crimes Reported	1,442	1,575	1,650
Crimes Reviewed by Investigations	1,362	1,600	1,700
Cases Assigned to Investigations Division	518	630	650
Cases Cleared by Investigations Division	224	250	300

POLICE-INVESTIGATIONS

Fund: General Function: Public Safety

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

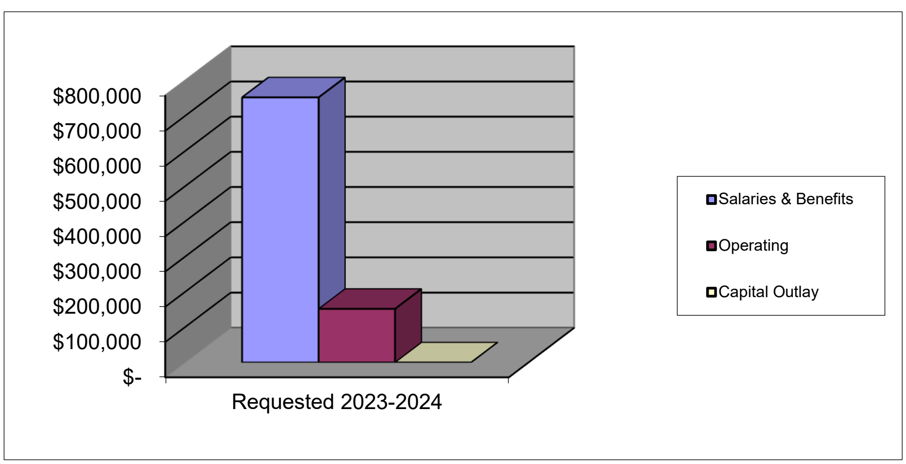
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 551,120	$ 680,868	$ 628,555	$ 753,071
Operating	71,891	146,150	124,900	152,150
Capital Outlay	42,919	104,000	122,000	-
Total	$ 665,930	$ 931,018	$ 875,455	$ 905,221

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 665,930	$ 931,018	$ 875,455	$ 905,221

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	7.0	7.0	7.0	7.0
Budgeted Employees - Part Time	-	-	-	-

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Police-Investigations	Function: Public Safety			Fund: 10	Department: 515	
Object Code	**Object Title**	**2022-2023 Budget as of 04/11/23**	**2022-2023 Expected**	**2023-2024 Continuation**	**2023-2024 New Budget Requests**	**2023-2024 Total Request**	**% Increase (Decrease)**
105150200	SALARIES & WAGES	$ 412,505	$ 399,700	$ 471,073	$ -	$ 471,073	14.2%
105150300	OVERTIME	36,000	31,000	36,000	-	36,000	0.0%
105150130	SEPARATION ALLOWANCE	31,803	31,803	31,803	-	31,803	0.0%
105150150	PD EXTRA DUTY FEE	10,000	7,000	10,000	-	10,000	0.0%
105150250	SRT/CNT ACTIVATION STIPEND	7,000	7,000	7,000	-	7,000	0.0%
105150400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105150500	FICA EXPENSE	38,025	31,717	42,527	-	42,527	11.8%
105150600	GROUP INSURANCE EXPENSE	61,600	50,250	54,880	-	54,880	(10.9%)
105150700	RETIREMENT EXPENSE	60,670	49,655	73,581	-	73,581	21.3%
105150800	401K EMPLOYER SHARE	23,265	20,430	26,207	-	26,207	12.6%
	EMPLOYEE BENEFITS	680,868	628,555	753,071	-	753,071	
105151100	POSTAGE	750	500	750	-	750	0.0%
105151400	TRAINING & TRAVEL	13,000	11,000	13,000	-	13,000	0.0%
105151700	AUTO REPAIR	10,000	10,000	10,000	-	10,000	0.0%
105152200	LEASED EQUIPMENT	-	-	-	-	-	0.0%
105153100	AUTO OPERATING	24,000	20,000	24,000	-	24,000	0.0%
105153300	DEPARTMENTAL SUPPLIES	19,500	19,000	19,500	-	19,500	0.0%
105153600	UNIFORMS	15,000	11,300	15,000	-	15,000	0.0%
105153900	SPECIAL OPERATIONS	14,000	6,000	14,000	-	14,000	0.0%
105154500	CONTRACTUAL SERVICES	29,900	25,500	29,900	-	29,900	0.0%
105154510	INS-PROPERTY & GENERAL	19,000	21,000	25,000	-	25,000	31.6%
105155300	DUES & SUBSCRIPTIONS	1,000	600	1,000	-	1,000	0.0%
	OPERATING EXPENDITURES	146,150	124,900	152,150	-	152,150	
105157402	CAPITAL-MOTOR VEHICLE	104,000	107,000	-	-	-	0.0%
105157403	CAPITAL-OTHER EQUIPMENT	-	15,000	-	-	-	0.0%
	CAPITAL OUTLAY	104,000	122,000	-	-	-	
	TOTAL EXPENDITURES	$ 931,018	$ 875,455	$ 905,221	$ -	$ 905,221	

FIRE

Narrative: Since our beginning on February 13, 1898, Southern Pines Fire & Rescue has continuously adapted and changed to meet the needs of our community. Our primary goals include life safety, incident stabilization, and property conservation.

We strive to meet these goals through a variety of programs. Each program revolves around our goals and includes Fire and Life Safety Education, Fire Inspections, Fire Prevention, Emergency Medical Response, Hazardous Materials Response, Heavy Rescue and our most well-known program Fire Suppression.

Our typical daily duties may consist of fire inspections to eliminate fire code violations, reviewing construction plans, teaching fire and life safety classes to the public, teaching CPR and first aid to the public, smoke detector installation, developing pre-fire plans, fire and arson investigation, disaster preparedness, emergency medical response, child safety seat inspection and installation, maintaining the fire station and fire apparatus, maintaining over 1,400 fire hydrants, teaching fire extinguisher use to the public, and emergency response to a variety of call types including fires.

The men and women of the Southern Pines Fire Department are dedicated to the education of the public in order to promote life safety and they serve in a professional manner and are always exhibiting care and compassion to our citizens and visitors.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Fires	225	185	195
Overpressure Rupture, Explosion & Overheat	0	0	1
Rescue & Emergency Medical Service Incidents	1506	1413	1450
Hazardous Condition (No Fire)	120	100	120
Service Calls	118	150	155
Good Intent Calls	279	280	290
False Alarms & False Calls	380	380	385
Severe Weather & Natural Disaster	98	52	60
Special Incident Type	0	0	0
Total Incident Responses	2727	2560	2656
Fire Inspections	1759	2000	2100
Fire Investigations	63	75	85
Fire & Life Safety Public Education Classes	141	150	160

FIRE

Fund: General   Function: Public Safety

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

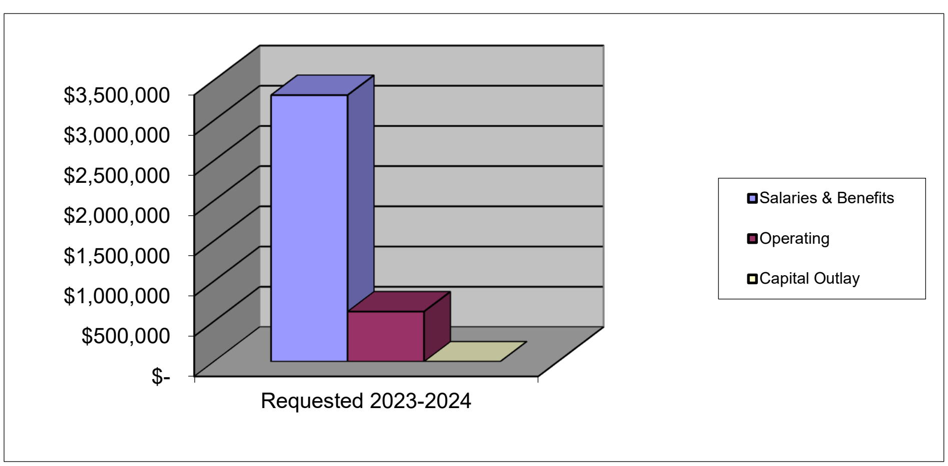
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 2,504,170	$ 2,736,780	$ 2,721,175	$ 3,313,084
Operating	497,406	568,512	575,162	621,550
Capital Outlay	115,047	303,000	303,177	-
Total	$ 3,116,623	$ 3,608,292	$ 3,599,514	$ 3,934,634

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Fire District	$ 475,122	$ 538,996	$ 581,241	$ 468,150
Fire Grants	146,410	75,120	75,120	-
Donations	2,500	-	2,500	2,500
General Revenues	2,492,591	2,994,176	2,940,653	3,463,984
Total	$ 3,116,623	$ 3,608,292	$ 3,599,514	$ 3,934,634

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees-Full Time	33.0	33.0	33.0	39.0
Budgeted Employees-Part Time	17.0	17.0	17.0	17.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET

DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:			Fund:	Department:	
2023-2024	Fire	Public Safety			10	530	

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105300200	SALARIES & WAGES	$ 1,955,290	$ 1,950,350	$ 2,121,334	$ 242,450	$ 2,363,784	20.9%
105300150	FIRE EXTRA DUTY FEE	5,000	5,000	5,000	-	5,000	0.0%
105300300	OVERTIME	17,000	31,000	35,000	-	35,000	105.9%
105300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105300500	FICA EXPENSE	149,910	151,960	165,346	18,545	183,891	22.7%
105300600	GROUP INSURANCE EXPENSE	290,400	260,000	258,720	47,040	305,760	5.3%
105300700	RETIREMENT EXPENSE	225,700	228,395	272,956	31,250	304,206	34.8%
105300800	DEFERRED COMPENSATION	93,480	94,470	103,320	12,123	115,443	23.5%
	EMPLOYEE BENEFITS	2,736,780	2,721,175	2,961,676	351,408	3,313,084	
105301100	POSTAGE	450	300	450	-	450	0.0%
105301200	PRINTING	300	200	300	-	300	0.0%
105301300	TELEPHONE	14,000	14,500	16,000	-	16,000	14.3%
105301400	TRAINING & TRAVEL-OPERATE	28,000	28,500	30,000	-	30,000	7.1%
105301401	TRAINING & TRAVEL-INSPECT	4,000	4,000	5,000	-	5,000	25.0%
105301600	EQUIPMENT MAINTENANCE	24,000	25,000	25,000	-	25,000	4.2%
105301700	AUTO REPAIR	56,000	56,000	50,000	-	50,000	(10.7%)
105301800	UTILITIES	36,000	38,000	38,000	-	38,000	5.6%
105303100	AUTO OPERATING	62,000	62,000	60,000	-	60,000	(3.2%)
105302200	LEASES/SBITAS	-	8,000	13,000	-	13,000	0.0%
105303300	DEPARTMENTAL SUPPLIES	185,500	185,500	222,800	-	222,800	20.1%
105303500	LAUNDRY & CLEANING	700	700	700	-	700	0.0%
105303600	UNIFORMS	23,000	23,500	25,000	-	25,000	8.7%
105304500	CONTRACTUAL SERVICES	30,062	28,462	24,300	-	24,300	(19.2%)
105304510	INS-PROPERTY & GENERAL	93,500	90,000	100,000	-	100,000	7.0%
105305300	DUES & SUBSCRIPTIONS	7,000	6,500	7,000	-	7,000	0.0%
105305400	INSURANCE & BONDS	4,000	4,000	4,000	-	4,000	0.0%
	OPERATING EXPENDITURES	568,512	575,162	621,550	-	621,550	
105307402	CAPITAL-MOTOR VEHICLE	285,000	285,000	-	-	-	(100.0%)
105307403	CAPITAL-OTHER EQUIPMENT	18,000	18,177	-	-	-	(100.0%)
	CAPITAL OUTLAY	303,000	303,177	-	-	-	
	TOTAL EXPENDITURES	$ 3,608,292	$ 3,599,514	$ 3,583,226	$ 351,408	$ 3,934,634	

PLANNING

Narrative: The Planning Department provides overall coordination of the Town's physical and community development activities. Functions of the Planning Department include processing entitlement applications such as rezonings, ordinance amendments, Planned Developments and Special Use Permits as well as reviewing subdivisions and subdivision exemptions. Planning staff also supports the Planning Board, Board of Adjustment, and the Historic District Commission. Planning is the lead division regarding the preparation of land use and land development plans and policies.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Special Use Permits	9	4	4
Zoning Map Amendments	1	2	2
Planned Developments (CDP and PDP)	8	10	10
Subdivision Review (Minors and Final Plats)	14	16	16
Exempt Plat Review	32	24	24
TRC Pre-Application Meetings	52	48	48
Site Plan Review	16	24	24
Architectural Review	12	20	20
Nuisance/Zoning Complaint Notices Sent	31/493	30/350	30/350
Sign Permits	62	70	70
Misc. Zoning Permits (Fences, etc.)	149	160	160

FY 2022-23 Accomplishments: The Planning Department continued a primary allocation of resources towards efficient administration of core current planning tasks, such as responding to development feasibility inquiries and reviewing various applications for site-specific development approvals. The Planning Department also undertook some special projects of significant importance to the community. A new community-wide Comprehensive Long-Range Plan and a new Planned Development on town-owned property were both created following extensive community outreach efforts. Multiple Unified Development Ordinance amendments were prepared and processed to improve the clarity and functionality of the town's zoning regulations. The Planning Department applied for and was awarded an Underrepresented Communities grant from the National Park Service. The Planning staff grew in FY 22-23 with the addition of a new Planner I position focused on pre-application and site plan review. The Planning Department also undertook a long-overdue, system-wide reorganization of the office's electronic filing system to make file retrieval more intuitive and efficient.

FY 2023-24 Projects: During the next fiscal year, the Planning Department will continue the same core functions described above. Special projects may include regulatory implementation of the new Comprehensive Long-Range Plan, follow-up small area, neighborhood or strategic planning initiatives and revisions to the town's sign code, architectural code or short-term rental regulations. The Planning Department will also continue to work with individuals and groups in the West Southern Pines community to implement community-based redevelopment strategies.

PLANNING

Fund: General

Function: Economic & Physical Development

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

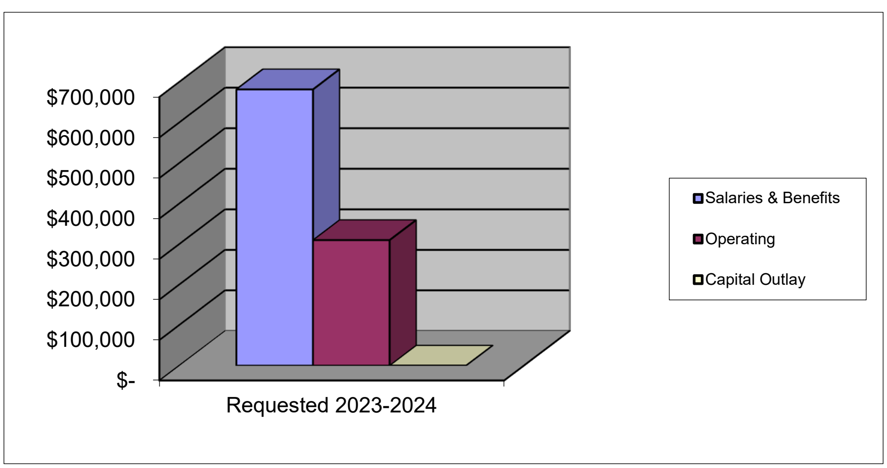
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 416,940	$ 602,627	$ 586,899	$ 681,681
Operating	103,017	306,000	317,215	310,020
Capital Outlay	-	-	-	-
Total	$ 519,957	$ 908,627	$ 904,114	$ 991,701

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Fees	$ 108,408	$ 120,000	$ 120,000	$ 145,000
General Revenues	411,549	788,627	784,114	846,701
Total	$ 519,957	$ 908,627	$ 904,114	$ 991,701

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	6.0	7.0	7.0	7.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Planning	Economic & Physical Development	10	540

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105400200	SALARIES & WAGES	$ 437,215	$ 435,035	$ 499,282	$ -	$ 499,282	14.2%
105400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105400500	FICA EXPENSE	33,447	31,899	38,194	-	38,194	14.2%
105400600	GROUP INSURANCE EXPENSE	57,200	49,525	54,880	-	54,880	(4.1%)
105400700	RETIREMENT EXPENSE	52,905	49,890	64,359	-	64,359	21.7%
105400800	DEFERRED COMPENSATION	21,860	20,550	24,966	-	24,966	14.2%
	EMPLOYEE BENEFITS	602,627	586,899	681,681	-	681,681	
105401100	POSTAGE	1,000	2,000	2,000	-	2,000	100.0%
105401200	PRINTING	200	250	490	-	490	145.0%
105401300	TELEPHONE	3,200	3,000	2,800	4,500	7,300	128.1%
105401400	TRAINING & TRAVEL	7,000	7,500	15,000	3,500	18,500	164.3%
105401600	EQUIPMENT MAINTENANCE	400	-	-	-	-	(100.0%)
105401700	AUTO REPAIR	1,000	250	1,000	-	1,000	0.0%
105401800	UTILITIES	3,000	1,800	2,000	-	2,000	(33.3%)
105403100	AUTO OPERATING	1,000	750	1,000	-	1,000	0.0%
105403300	DEPARTMENTAL SUPPLIES	7,000	13,600	8,000	15,000	23,000	228.6%
105404500	CONTRACTUAL SERVICES	18,000	8,000	12,000	-	12,000	(33.3%)
105404510	INS-PROPERTY & GENERAL	8,000	9,865	10,000	-	10,000	25.0%
105404600	PROFESSIONAL SERVICES	250,000	265,000	-	225,000	225,000	(10.0%)
105404700	CARD PROCESSING FEE	200	200	230	-	230	15.0%
105405300	DUES & SUBSCRIPTIONS	6,000	5,000	5,000	2,500	7,500	25.0%
105406000	HOMEOWNER RECOVERY FD	-	-	-	-	-	0.0%
	OPERATING EXPENDITURES	306,000	317,215	59,520	250,500	310,020	
105407402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 908,627	$ 904,114	$ 741,201	$ 250,500	$ 991,701	

INSPECTIONS

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

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

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

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Building Inspections Performed	2892	3200	2900
Electrical Inspections Performed	1734	1700	1700
Mechanical Inspections Performed	1197	1250	1300
Other Inspections Performed	797	800	850
Plumbing Inspections Performed	824	650	750
Insulation Inspections Performed	719	600	700
Building Permits Issued (Commercial/Residential)	436	380	480
Electrical Permits Issued	502	330	400
Plumbing Permits Issued	98	90	100
Mechanical Permits Issued	550	600	650
Other Permits Issued	256	285	300

INSPECTIONS

Fund: General

Function: Economic & Physical Development

Inspections Division Goal: To assist the residents and the builder/contractors by providing compiance of the building codes by performing necessary inspections on building & structures and enforcement of applicable codes.

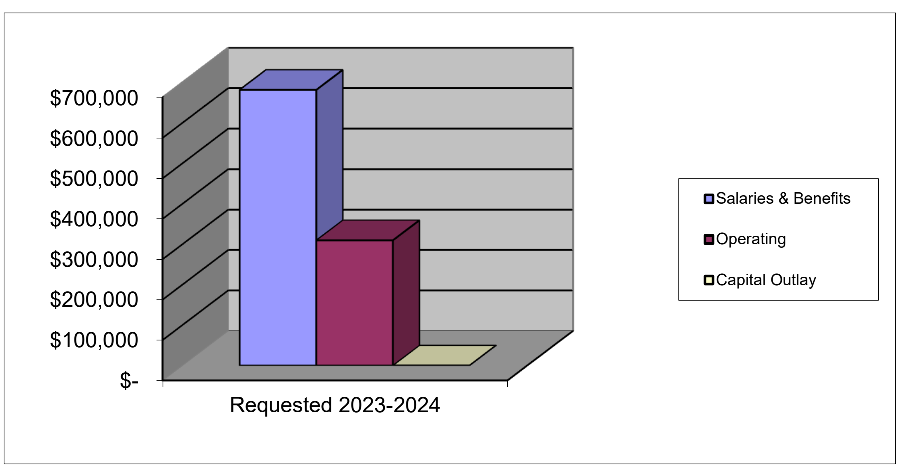
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 337,836	$ 432,720	$ 428,400	$ 478,265
Operating	68,914	94,695	91,895	96,300
Capital Outlay	-	-	-	-
Total	$ 406,750	$ 527,415	$ 520,295	$ 574,565

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Fees	$ 468,957	$ 325,000	$ 470,000	$ 325,000
Homeowner Recovery	2,800	1,000	1,200	1,000
General Revenues	(65,007)	201,415	49,095	248,565
Total	$ 406,750	$ 527,415	$ 520,295	$ 574,565

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	5.0	5.0	5.0	5.0
Budgeted Employees-Part Time	1.0	1.0	1.0	1.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Inspections	Economic & Physical Development	10	545

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105450200	SALARIES & WAGES	$ 311,595	$ 315,075	$ 354,726	$ -	$ 354,726	13.8%
105450400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105450500	FICA EXPENSE	23,840	23,155	27,137	-	27,137	13.8%
105450600	GROUP INSURANCE EXPENSE	44,000	39,075	39,200	-	39,200	(10.9%)
105450700	RETIREMENT EXPENSE	37,705	36,190	41,215	-	41,215	9.3%
105450800	DEFERRED COMPENSATION	15,580	14,905	15,987	-	15,987	2.6%
	EMPLOYEE BENEFITS	432,720	428,400	478,265	-	478,265	
105451100	POSTAGE	300	200	300	-	300	0.0%
105451200	PRINTING	300	250	300	-	300	0.0%
105451300	TELEPHONE	6,000	7,900	9,500	-	9,500	58.3%
105451400	TRAINING & TRAVEL	9,000	9,000	9,000	-	9,000	0.0%
105451600	EQUIPMENT MAINTENANCE	200	200	200	-	200	0.0%
105451700	AUTO REPAIR	5,000	4,600	5,000	-	5,000	0.0%
105451800	UTILITIES	7,000	7,000	7,000	-	7,000	0.0%
105453100	AUTO OPERATING	6,000	6,500	9,000	-	9,000	50.0%
105453300	DEPARTMENTAL SUPPLIES	12,000	8,500	15,000	-	15,000	25.0%
105454500	CONTRACTUAL SERVICES	26,970	26,970	18,500	-	18,500	(31.4%)
105454510	INS-PROPERTY & GENERAL	13,275	13,275	15,000	-	15,000	13.0%
105454600	PROFESSIONAL SERVICES	1,150	-	-	-	-	(100.0%)
105454700	CARD PROCESSING FEE	2,500	2,500	2,500	-	2,500	0.0%
105455300	DUES & SUBSCRIPTIONS	2,000	2,000	2,000	-	2,000	0.0%
105456000	HOMEOWNER RECOVERY FD	3,000	3,000	3,000	-	3,000	0.0%
	OPERATING EXPENDITURES	94,695	91,895	96,300	-	96,300	
105457402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 527,415	$ 520,295	$ 574,565	$ -	$ 574,565	

STREETS

Narrative: The objective of the Streets Division is to keep all public transportation routes open and in a safe traveling condition. The Streets Division plans to maintain approximately 171.41 lane miles of paved streets and 0.42 miles of dirt roads. Maintenance of street and certain off-street drainage facilities is also an important activity. Tasks include the following: pothole and utility cut patching; installation of storm drainage pipe and other improvements; making, installing and repairing traffic and street name signs; concrete sidewalk repair and installation; street sweeping; snow and ice removal; crack-sealing; resurfacing; and general street repair.

Performance Measures:

	2020-21 Actual	2022-23 Projected	2023-24 Proposed
Tons of Asphalt Placed (Town Forces)	503	550	600
Sq. Yards of Sidewalk Placed (Town Forces)	174	150	200
Sq. Yards of Sidewalk Placed (Contractor)	867	833	TBD
Linear Feet – Storm Drainage Pipe Installed	48	50	48
Traffic Signs Installed	61	78	80
Miles of Paved Streets Maintained	169.41	171.41	TBD
Miles of Streets Resurfaced	2.61	5.0	5.00
Miles of Streets Swept	3746	4,000	4,500

FY 2022-23 Accomplishments: During FY 2022-23, the Division is continuing to complete its annual resurfacing pavement projects within city limits. The Division completed over 2.64 miles of crack sealing on Town roads. Street Department helped out with the Campbell House tree project that removed several trees on the property. Over saw the completion of the sidewalk project continuing along S. Bennett St. FY 2022-23. We have started our own in- house CDL driver program to help out and with the shortage of CDL drivers, and to strengthen all departments within the town. The Department also acquired maintenance of roads in Arboretum and In Ravensbrook, with the additional of Broom Sedge Ln, Cone Cir, Sweetbay Ct and the remainder of N Bracken Fern Ln, Amelia Dr from Waynor Rd to Rossborn Ln, Fleming Ct, and Rossborn Ln. This addition gives the department a little over 2 miles of roadway maintenance added.

FY 2023-24 Projects: In FY 2023-24 work will continue with sidewalk installations along S. Bennett Street. As part of the dirt road paving schedule, the division seeks to pave the 600blk SE Broad St & 700 NE of Southeast Broad Street. Other paving projects include the annual resurfacing project. The division is requesting a new replacement rear tailgate salt spreader which will replace our phased-out unit that does not fit on our new trucks. This will keep the department operating smoothly and to continue to treat our streets at the highest rate during as weather event. We will continue to seek the downtown brick project throughout the historic district, to improve pedestrian safety and reduce mowing maintenance, as well as enhance the beautification of our Downtown. The division will also continue its annual crack sealing program to prolong the life expectancy of roadways. We are also planning a new pavement condition survey in the 2023-24 budget request.

STREET

Fund: General   Function: Transportation

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

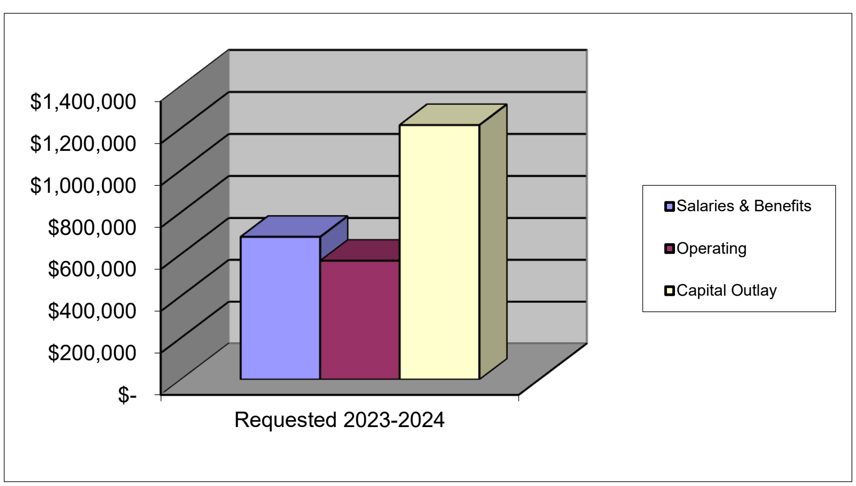
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 763,576	$ 890,435	$ 864,170	$ 922,114
Operating	461,226	555,900	519,750	567,900
Capital Outlay	725,841	900,000	910,000	1,214,208
Total	$ 1,950,643	$ 2,346,335	$ 2,293,920	$ 2,704,222

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Powell Bill	$ 481,723	$ 481,723	$ 484,069	$ 481,723
Street Revenue	50,321	30,000	30,000	30,000
General Revenues	1,418,599	1,834,612	1,779,851	2,192,499
Total	$ 1,950,643	$ 2,346,335	$ 2,293,920	$ 2,704,222

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	15.0	15.0	15.0	15.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Annual Resurfacing $ 1,214,208



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Street	Transportation	10	560

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105600200	SALARIES & WAGES	$ 592,960	$ 583,895	$ 625,840	$ -	$ 625,840	5.5%
105600300	OVERTIME	15,000	8,500	15,000	-	15,000	0.0%
105600400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105600500	FICA EXPENSE	46,510	45,325	49,025	-	49,025	5.4%)
105600600	GROUP INSURANCE EXPENSE	132,000	127,485	117,600	-	117,600	(10.9%)
105600700	RETIREMENT EXPENSE	73,565	70,095	82,605	-	82,605	12.3%
105600800	DEFERRED COMPENSATION	30,400	28,870	32,044	-	32,044	5.4%
	EMPLOYEE BENEFITS	890,435	864,170	922,114	-	922,114	
105601300	TELEPHONE	10,000	3,500	6,500	-	6,500	(35.0%)
105601400	TRAINING & TRAVEL	11,000	10,000	15,000	-	15,000	36.4%
105601600	EQUIPMENT MAINTENANCE	40,000	36,000	40,000	-	40,000	0.0%
105601700	AUTO REPAIR	18,000	16,000	18,000	-	18,000	0.0%
105601800	UTILITIES	165,000	143,000	165,000	-	165,000	0.0%
105603100	AUTO OPERATING	40,000	46,800	49,000	-	49,000	22.5%
105603300	DEPARTMENTAL SUPPLIES	185,500	170,000	185,500	-	185,500	0.0%
105604500	CONTRACTUAL SERVICES	41,000	35,950	43,500	-	43,500	6.1%
105604510	INS-PROPERTY & GENERAL	42,900	40,000	42,900	-	42,900	0.0%
105604600	PROFESSIONAL SERVICES	2,000	18,000	2,000	-	2,000	0.0%
105605300	DUES & SUBSCRIPTIONS	500	500	500	-	500	0.0%
	OPERATING EXPENDITURES	555,900	519,750	567,900	-	567,900	
105607300	PAVING	900,000	900,000	1,214,208	-	1,214,208	34.9%
105607402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105607403	CAPITAL-OTHER EQUIPMENT	-	10,000	-	-	-	0.0%
105607405	CAPITAL-BLDGS & STRUCTURE	-	-	-	-	-	0.0%
105607500	CONSTRUCTION	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	900,000	910,000	1,214,208	-	1,214,208	
	TOTAL EXPENDITURES	$ 2,346,335	$ 2,293,920	$ 2,704,222	$ -	$ 2,704,222	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: STREET

Function: Transportation
Fund: General Fund

Project Title: Street Paving

Project Description:

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

Costs		2023-2024
Annual Paving		$1,214,208
Total		$1,214,208

PUBLIC WORKS ADMINISTRATIVE/SANITATION

Narrative: The objectives of the Public Works Administrative and Sanitation division are to provide administrative and technical functions for the Public Works side of the Community Development Department, which include establishing priorities, training, supervision, developing plans and specifications for the water, sewer, fleet maintenance, buildings and grounds, and streets divisions. The division regularly interacts with citizens, contractors, developers, state and federal agencies. Duties also include administering the solid waste collection contract, the water treatment contract, and enforcement of the Town's erosion and sedimentation control ordinance and grease trap ordinance. Public Works continues to evolve with greater emphasis placed on performance measurement, accountability, and teamwork strategies.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Miles of Water Line Inspected	4.1	2.4	3.0
Miles of Sewer Line Inspected	2.75	0.75	0.85
Miles of Street Construction Inspected	4.2	1.8	2.0
Erosion Control Permits Issued	330	400	475
Erosion Control Inspections Site Visits	1100	1400	1600
Recycling Tons Collected	1145	1000	1050
Grease Trap Inspections	206	122	122
Capital Projects ($MM)	4.09	4.53	15.25

FY 2022-23 Accomplishments: The division inspected the installation of improvements at numerous residential and commercial developments. Commercial development continues in Morganton Park North, Morganton Park South, and numerous smaller commercial projects. Residential development continued with Longleaf Golf & Family Club, Caropines, Ravensbrook, the Cottages on Midland and the Cottages on May in addition to a great number of smaller infill lot projects. The division assisted in numerous capital projects including the Bennett St Sidewalk, Reservoir Park Dam Improvements, Water Treatment Plant Modernization, Pennsylvania Water Line, ARO Lift Station, and multiple water and sewer infrastructure replacements. In FY 2022-23, the solid waste collection contract was in year five of a five-year contract.

FY 2023-24 Projects: The solid waste collection contract will be in a 18 month renewal. Inspections will continue with numerous commercial and residential projects slated for construction. Upgrades per the CIP for the water treatment plant will continue. The Pennsylvania Water Line project, Bennet Street Sidewalk, Longleaf Dam Sewer Relocation, and various utility projects will be in construction. The division will aid with other departmental projects including the implementation of the sewer system Rehabilitation and Replacement program, street resurfacing program, and the continued Sidewalk Master Plan implementation.

PUBLIC WORKS/SANITATION

Fund: General

Function: General Government

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

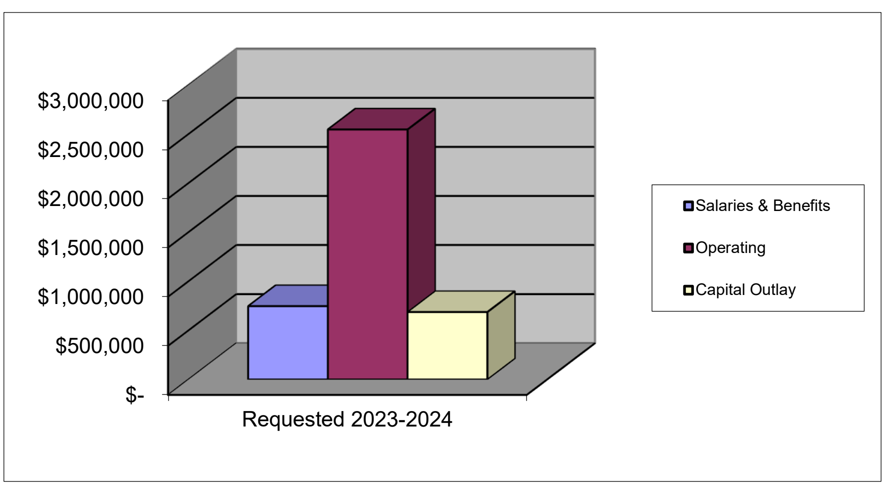
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 317,490	$ 374,740	$ 371,388	$ 745,737
Operating	2,201,052	2,429,058	2,408,731	2,545,678
Capital Outlay	-	726,000	-	685,813
Total	$ 2,518,542	$ 3,529,798	$ 2,780,119	$ 3,977,228

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Fees	$ 71,417	$ 55,000	$ 53,673	$ 55,000
Disposal Fees	1,075,124	1,207,340	1,460,950	1,460,950
General Revenues	1,372,001	2,267,458	1,265,496	2,461,278
Total	$ 2,518,542	$ 3,529,798	$ 2,780,119	$ 3,977,228

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	3.0	4.0	4.0	12.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New Position - Engineering Technician (9 month cost)	$ 65,816
Yard Debris Trucks (2)	425,824
Leaf Collection Truck	259,989
New Positions (7) - Yard Debris Crew (9 month cost)	318,274



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:			Fund:	Department:	
2023-2024	Public Works/Sanitation	General Government			10	565	

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105650200	SALARIES & WAGES	$ 275,700	$ 281,453	$ 287,535	$ 245,475	$ 533,010	93.3%
105650400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105650500	FICA EXPENSE	21,090	20,735	21,999	18,780	40,779	93.4%
105650600	GROUP INSURANCE EXPENSE	30,800	23,350	27,440	47,040	74,480	141.8%
105650700	RETIREMENT EXPENSE	33,360	32,475	37,066	33,750	70,816	112.3%
105650800	DEFERRED COMPENSATION	13,790	13,375	14,377	12,275	26,652	93.3%
	EMPLOYEE BENEFITS	374,740	371,388	388,417	357,320	745,737	
105651100	POSTAGE	300	25	300	-	300	0.0%
105651200	PRINTING	500	150	500	-	500	0.0%
105651300	TELEPHONE	3,480	3,600	3,120	11,100	14,220	308.6%
105651400	TRAINING & TRAVEL	14,250	13,894	9,750	4,000	13,750	(3.5%)
105651700	AUTO REPAIR	2,000	150	2,000	30,600	32,600	1530.0%
105651800	UTILITIES	4,350	922	1,500	-	1,500	(65.5%)
105653100	AUTO OPERATING	6,000	2,175	6,000	14,000	20,000	233.3%
105653300	DEPARTMENTAL SUPPLIES	4,500	20,000	7,500	31,000	38,500	755.6%
105654500	CONTRACTUAL SERVICES	2,363,853	2,342,927	2,332,058	52,700	2,384,758	0.9%
105654510	INS-PROPERTY & GENERAL	7,850	6,500	17,850	-	17,850	127.4%
105654600	PROFESSIONAL SERVICES	20,000	17,000	20,000	-	20,000	0.0%
105655300	DUES & SUBSCRIPTIONS	1,975	1,388	1,400	300	1,700	(13.9%)
	OPERATING EXPENDITURES	2,429,058	2,408,731	2,401,978	143,700	2,545,678	
105657401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105657402	CAPITAL-MOTOR VEHICLE	726,000	-	-	685,813	685,813	0.0%
105657403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	726,000	-	-	685,813	685,813	
	TOTAL EXPENDITURES	$ 3,529,798	$ 2,780,119	$ 2,790,395	$ 1,186,833	$ 3,977,228	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: PW Administration	Function: General Government
	Fund: General Fund
Project Title: Engineering Technician	

Project Description:

An Engineering Technician is being requested to keep up with the increased demand for the various public works permits and site plans associated with residential and commercial development, and the subsequent data collection and closeout documentation. Actual duties for this position will be based on the selected candidate.

Costs		2023-2024
Salaries & Benefits		$59,896
IT		$4,610
Supplies		$1,310
Total		$65,816

FLEET MAINTENANCE

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

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Preventative Maintenance	184	196	196
State Inspections	83	108	112
Tire Changes/Repaired	164	180	180
Brake Repairs	39	49	49
Misc. Repairs	570	580	585
Total Work Orders	899	1113	1122

FY 2022-23 Accomplishments: During FY 2023-24, the Fleet Maintenance division successfully met all performance measurement goals applied to the division. The Fleet Maintenance division successfully maintained the vehicles of the Town and performed all required State of North Carolina inspections on the fleet. During FY 2022-23, the division has continued implementing the new fleet management software to improve reporting, inventory control, and work order processing. The division continued its maintenance operations on the Town's fire and police fleets creating more efficiency and reducing downtime for these emergency service vehicles. The Fleet Maintenance Division also continued with its surplus schedule bringing in revenues from replaced or beyond service life vehicles and equipment.

FY 2023-24 Projects: In the upcoming year, the Fleet Maintenance division seeks to continue the advancement of the work order system to improve its preventative maintenance program. The division will continue to work with all departments to improve overall internal customer service.

FLEET MAINTENANCE

Fund: General | Function: General Government

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

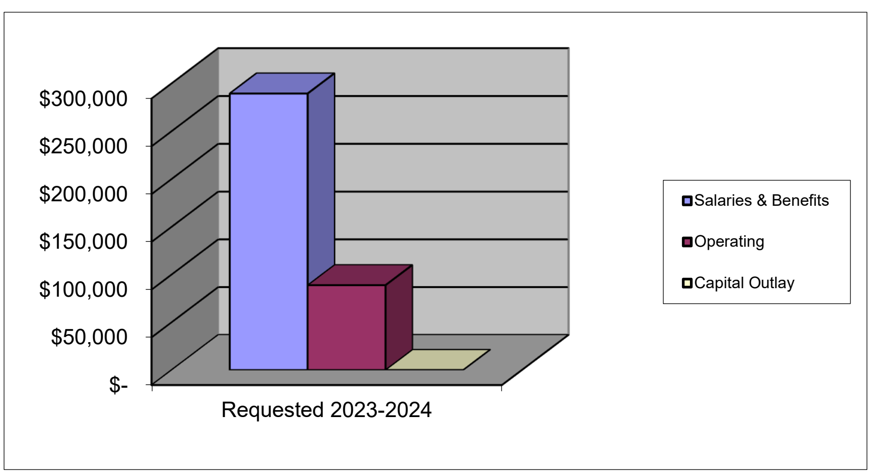
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 249,274	$ 286,070	$ 271,720	$ 289,434
Operating	51,432	80,380	65,959	88,880
Capital Outlay	-	-	-	-
Total	$ 300,706	$ 366,450	$ 337,679	$ 378,314

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 300,706	$ 366,450	$ 337,679	$ 378,314

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees-Full Time	4.0	4.0	4.0	4.0
Budgeted Employees-Part Time	-	-	-	-

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Fleet Maintenance	General Government	10	580

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
105800200	SALARIES & WAGES	$ 200,095	$ 192,500	$ 204,770	$ -	$ 204,770	2.3%
105800300	OVERTIME	1,000	384	1,000	-	1,000	0.0%
105800400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
105800500	FICA EXPENSE	15,385	14,756	15,667	-	15,667	1.8%
105800600	GROUP INSURANCE EXPENSE	35,200	31,700	31,360	-	31,360	(10.9%)
105800700	RETIREMENT EXPENSE	24,335	22,935	26,396	-	26,396	8.5%
105800800	DEFERRED COMPENSATION	10,055	9,445	10,241	-	10,241	1.8%
	EMPLOYEE BENEFITS	286,070	271,720	289,434	-	289,434	
105801300	TELEPHONE	1,200	537	1,200	-	1,200	0.0%
105801400	TRAINING & TRAVEL	7,000	7,000	7,700	-	7,700	10.0%
105801600	EQUIPMENT MAINTENANCE	3,500	6,200	5,500	-	5,500	57.1%
105801700	AUTO REPAIR	2,000	164	2,000	-	2,000	0.0%
105801800	UTILITIES	6,300	6,232	6,940	-	6,940	10.2%
105803100	AUTO OPERATING	4,000	1,800	4,000	-	4,000	0.0%
105803300	DEPARTMENTAL SUPPLIES	30,000	16,000	30,000	-	30,000	0.0%
105804500	CONTRACTUAL SERVICES	18,280	20,426	23,440	-	23,440	28.2%
105804510	INS-PROPERTY & GENERAL	7,500	7,000	7,500	-	7,500	0.0%
105805300	DUES & SUBSCRIPTIONS	600	600	600	-	600	0.0%
	OPERATING EXPENDITURES	80,380	65,959	88,880	-	88,880	
105807401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
105807402	CAPITAL-MOTOR VEHICLE	-	-	-	-	-	0.0%
105807403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 366,450	$ 337,679	$ 378,314	$ -	$ 378,314	

RECREATION & PARKS

Narrative: It is the mission of the Southern Pines Recreation and Parks Department to serve, educate and enhance life for the citizens of Southern Pines. The Southern Pines Recreation and Parks Department maintains quality park & recreation facilities and provides leisure opportunities.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Programs Offered	221	406	425
Enrolled Participants	10,226	15,390	15,750
Outdoor special Event Permits Issued	42	42	45
Rental of Facilities	621	625	630
Trail Miles Maintained			
Reservoir Park – Estimated Visitors	257,748	298,500	325,000
Park Mowing (acres)			

FY 2022-23 Master Plan process began on Whitehall Park in October of 2022. We have completed two (2) public meetings where the consultant presented three (3) concept plans. We will complete the MP process with a presentation to council in the next few months.
Overall programming continues to increase with various programs post Covid. Additional programs have continued to be added over the past year in all divisions – Recreation, Seniors and Athletics. Social Media continues to be the forefront of our marketing We have had over 75,000 reaches in the past 7 months, a 74% increase. The department received funding for improvements in the following: new Campbell House fencing, pool paver decking, roof replacement over old pump house and lighting for Memorial Field C. All work will be completed by the end of the fiscal year. Improvements were also made to Martin Dog Park with the assistance of a local boy scout who installed an agility course at the park. The Youth Financial Assistance program rolled out in July, as well as the bench sponsorship program in October. The department received a grant from the North Carolina Recreation Parks Association for a new innovative program. The program submitted was Glow in the Dark Pickleball tournament and was held March 4th with 16 teams.
Improvements to facilities included renovation of the DCC bathrooms.
The town donated a piece of land at Memorial Park to the Skaters of Moore, to assist in building a new skate park.

The Elizabeth Rounds playground was replaced with a new structure and re-opened July 2022.

FY 2023-24 Improvements for Whitehall will continue as we receive approval on next steps. New batting cage will be installed.
If approved, new permanent pickleball courts will be installed at Memorial Park.
We will continue to update all trash cans, recycle cans and benches at our parks for consistency.
Programming staff will continue researching trends to provide updated programs and activities to the citizens of Southern Pines and surrounding areas.

RECREATION

Fund: General | Function: Cultural & Recreation

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

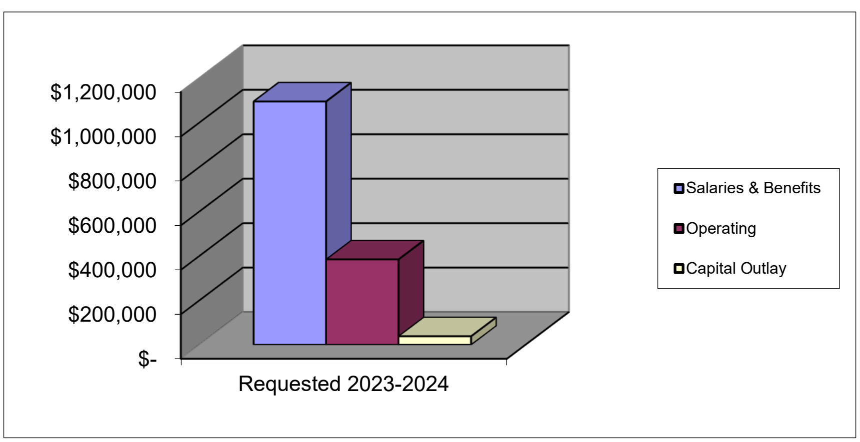
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 827,633	$ 999,975	$ 980,395	$ 1,094,673
Operating	371,480	536,930	501,301	384,085
Capital Outlay	249,313	-	12,000	38,135
Total	$ 1,448,426	$ 1,536,905	$ 1,493,696	$ 1,516,893

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Fees	$ 170,234	$ 209,000	$ 188,000	$ 188,000
Facility Rental Fees	33,758	28,000	41,000	42,500
Grants	-	1,000	750	750
General Revenues	1,244,434	1,298,905	1,263,946	1,285,643
Total	$ 1,448,426	$ 1,536,905	$ 1,493,696	$ 1,516,893

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees-Full Time	13.0	13.0	13.0	13.0
Budgeted Employees-Part Time	31.5	31.5	31.5	32.5

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

New Positions PT (2)	$ 23,255
Parks Assessment	50,000
FOB Key System	20,000
Morganton Rd Sports Complex Camera System	18,135



2023-2024 ANNUAL BUDGET

DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Recreation	Function: Cultural & Recreation			Fund: 10	Department: 620	
Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
106200200	SALARIES & WAGES	$ 731,140	$ 727,860	$ 803,350	$ 21,600	$ 824,950	12.8%
106200300	OVERTIME	2,500	2,500	500	-	500	(80.0%)
106200400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106200500	FICA EXPENSE	56,125	55,875	61,498	1,655	63,153	12.5%
106200600	GROUP INSURANCE EXPENSE	114,400	106,050	101,920	-	101,920	(10.9%)
106200700	RETIREMENT EXPENSE	67,795	62,405	75,041	-	75,041	10.7%
106200800	DEFERRED COMPENSATION	28,015	25,705	29,109	-	29,109	3.9%
	EMPLOYEE BENEFITS	999,975	980,395	1,071,418	23,255	1,094,673	
106201100	POSTAGE	200	150	150	-	150	(25.0%)
106201200	PRINTING	2,800	1,500	2,800	-	2,800	0.0%
106201300	TELEPHONE	8,500	7,800	3,500	1,135	4,635	(45.5%)
106201400	TRAINING & TRAVEL	11,100	10,100	7,500	-	7,500	(32.4%)
106201500	BUILDING & GROUNDS	91,400	76,330	1,000	-	1,000	(98.9%)
106201600	EQUIPMENT MAINTENANCE	15,000	6,000	-	-	-	(100.0%)
106201700	AUTO REPAIR	8,000	12,000	4,000	-	4,000	(50.0%)
106201800	UTILITIES	45,000	38,000	45,000	-	45,000	0.0%
106202100	RENT	3,500	3,400	-	-	-	(100.0%)
106202200	LEASED EQUIPMENT	6,000	10,000	-	-	-	(100.0%)
106203100	AUTO OPERATING	23,000	26,500	4,000	-	4,000	(82.6%)
106203300	DEPARTMENTAL SUPPLIES	68,850	67,925	97,620	-	97,620	41.8%
106203500	LAUNDRY & CLEANING	100	100	100	-	100	0.0%
106204500	CONTRACTUAL SERVICES	149,930	127,000	92,930	-	92,930	(38.0%)
106204501	CONTRACTUAL SERV-GRANT	750	750	750	-	750	0.0%
106204510	INS-PROPERTY & GENERAL	36,500	38,000	40,000	-	40,000	9.6%
106204600	PROFESSIONAL SERVICES	-	-	-	50,000	50,000	0.0%
106204700	CARD PROCESSING FEE	3,000	6,000	6,000	-	6,000	100.0%
106205200	CHEMICALS	36,000	34,000	-	-	-	(100.0%)
106205300	DUES & SUBSCRIPTIONS	2,300	2,300	2,600	-	2,600	13.0%
106207300	RESERVOIR PARK EXPENSE	25,000	33,446	25,000	-	25,000	0.0%
	OPERATING EXPENDITURES	536,930	501,301	332,950	51,135	384,085	
106207403	CAPITAL-EQUIPMENT	-	12,000	-	38,135	38,135	0.0%
106207403	CAPITAL-BLDGS/STRUCTURES	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	12,000	-	38,135	38,135	
	TOTAL EXPENDITURES	$ 1,536,905	$ 1,493,696	$ 1,404,368	$ 112,525	$ 1,516,893	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Parks & Recreation	Function: Cultural & Recreation
	Fund: General Fund
Project Title: Fob System	

Project Description:

Each year, the Parks & Recreation department issues a number of keys to part-time staff, renters and full-time staff. Within the year, we are making multiple copies of keys to replenish lost, keys not turned in, as well as replacement keys for when a handle or lock has gone out of service.

In order to mainstream the key process, we are requesting a phased process to obtain a fob system to our existing parks and recreation facility doors to include bathrooms, storage, and facilities.

The phased process will be a 3-year process and will help alleviate keys being distributed and not knowing who has access to our doors. Access can be turned off and on as needed. This will also help with efficiency in staff time getting keys remade and redistributed.

Costs		2023-2024
Phase I		$20,000
Total		$20,000

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Parks & Recreation	Function: Cultural & Recreation Fund: General Fund
Project Title: Soccer Complex - Camera System	

Project Description:

We have had a tremendous amount of vandalism at Morganton Road Sports Complex over the past 8 months. We do not have a camera system to observe the ongoing of the park and feel this would help deter some of the unfortunate things occurring.
The concessions area has been broken into, graffiti on the concrete, playground equipment vandalizes, nets cut and goals turned upside down are just a few of the things we have come into.
A camera system would help to potentially identify, as well as help deter the mischief occurring.

Costs		2023-2024
Estimate as of November 22		$18,135
Total		$18,135

LIBRARY

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

FY 2022-23 Accomplishments:

- Continued work toward being a center of knowledge and lifelong learning by offering expanded options for community members to develop technology skills with both intensive one-on-one technology tutorials and small group classes.
- Developed closer collaborative relationships with local non-profits and government organizations. These relationships provided more services and programming options for patrons. Collaborators include Friend to Friend, NC Extension Office, NC Works, and Team Workz.
- Updated the reading program. Staff completely rebranded the summer program and focused on connecting patrons with books they love, especially for school age children and teens.
- Provided better access to the library by eliminating fines on overdue materials.
- Staff completed the first inventory of the collection in 25 plus years. The entire physical collection of the library was inventoried and items that were missing or lacking appropriate data were processed accordingly.

FY 2023-24 Projects:

Goal: Expand and strengthen support for early literacy

Objective: Through collaborations with local childcare providers, provide further resources for families and caregivers of young children.

Goal: Seek to become an integral community partner and resource where local businesses and non-profits can find equal collaboration.

Objective: Assess how best to deliver library services to distinct user groups.

Goal: Continue to strengthen the plan for cohesive marketing of Library services.

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

Performance Measures	2020-21 Actual	State Avg 2020-21	2021-22 Actual	State Avg 2021-22	2022-23 Projected	2023-24 Proposed
Program attendance per 1,000 capita greater than or equal to the state average	109	101	451	196	500	525
Library visits per capita greater than or equal to state average	2.64	1.00	4.40	1.86	4.63	4.75
Circulation per registered borrower greater than state average	19.08	7.95	30.78	10.17	30	30
Total book volumes per capita greater than state average	4.22	2.42	3.52	1.6	3.5	3.5

LIBRARY

Fund: General

Function: Cultural & Recreation

Library Division Goal: To provide citizens with materials of interest, educational support, reference services, access to information, and opportunities for cultural awareness.

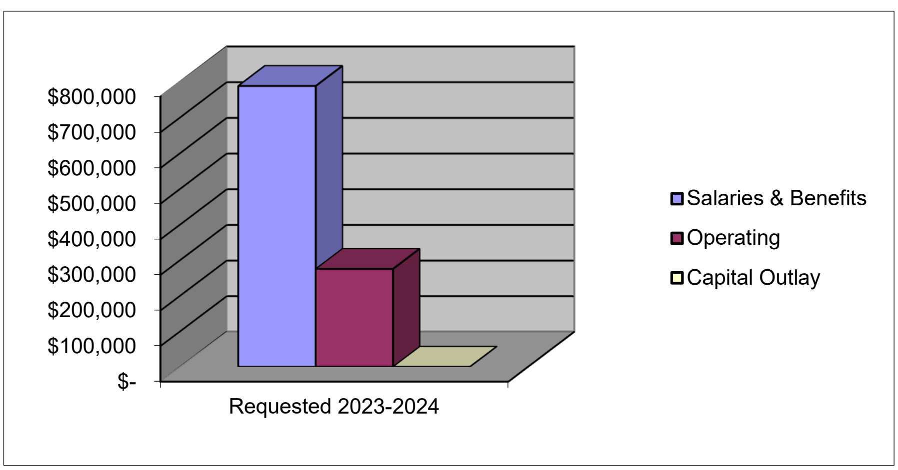
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 686,342	$ 754,545	$ 745,775	$ 787,539
Operating	244,478	272,195	271,400	275,115
Capital Outlay	-	42,452	42,452	-
Total	$ 930,820	$ 1,069,192	$ 1,059,627	$ 1,062,654

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
State Aid	$ 7,241	$ 7,500	$ 8,500	$ 7,500
Grants	-	-	6,828	-
Fees	42,225	40,000	45,000	45,000
General Revenues	881,354	1,021,692	999,299	1,010,154
Total	$ 930,820	$ 1,069,192	$ 1,059,627	$ 1,062,654

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees-Full Time	9.0	9.0	9.0	9.0
Budgeted Employees-Part Time	4.0	4.0	4.0	4.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

There are no capital outlay requests in this budget.



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:	Fund:	Department:
2023-2024	Library	Cultural & Recreation	10	630

Object Code	Object Title	2022-2023 Budget as of 04/11/23	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
106300200	SALARIES & WAGES	$ 549,980	$ 552,160	$ 581,085	$ -	$ 581,085	5.7%
106300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106300500	FICA EXPENSE	42,075	42,240	44,455	-	44,455	5.7%
106300600	GROUP INSURANCE EXPENSE	79,200	73,050	70,560	-	70,560	(10.9%)
106300700	RETIREMENT EXPENSE	58,935	55,475	65,883	-	65,883	11.8%
106300800	DEFERRED COMPENSATION	24,355	22,850	25,556	-	25,556	4.9%
	EMPLOYEE BENEFITS	754,545	745,775	787,539	-	787,539	
106301100	POSTAGE	2,000	2,000	2,000	-	2,000	0.0%
106301200	PRINTING	-	-	-	-	-	0.0%
106301300	TELEPHONE	800	700	700	-	700	(12.5%)
106301400	TRAINING & TRAVEL	7,000	7,000	7,000	1,000	8,000	14.3%
106301600	EQUIPMENT MAINTENANCE	500	500	500	-	500	0.0%
106301800	UTILITIES	52,000	52,000	55,200	-	55,200	6.2%
106302200	LEASED EQUIPMENT	500	500	500	-	500	0.0%
106303300	DEPARTMENTAL SUPPLIES	30,000	30,000	30,000	-	30,000	0.0%
106303400	MATERIALS & LIBRARY BOOKS	100,000	100,000	100,000	-	100,000	0.0%
106303401	STATE AID MATERIALS	8,500	8,500	7,500	-	7,500	(11.8%)
106303403	DONATION EXPENSES	3,000	3,000	3,000	-	3,000	0.0%
106303500	PERIODICALS	8,000	7,500	7,500	-	7,500	(6.3%)
106303600	AUDIO-VISUAL	2,000	2,000	2,000	-	2,000	0.0%
106304500	CONTRACTUAL SERVICES	48,380	48,700	48,700	-	48,700	0.7%
106304510	INS-PROPERTY & GENERAL	4,515	4,000	4,515	-	4,515	0.0%
106305300	DUES & SUBSCRIPTIONS	5,000	5,000	5,000	-	5,000	0.0%
	OPERATING EXPENDITURES	272,195	271,400	274,115	1,000	275,115	
106307401	CAPITAL-SOFTWARE/COMP EQ	-	-	-	-	-	0.0%
106307403	CAPITAL-OTHER EQUIPMENT	42,452	42,452	-	-	-	(100.0%)
	CAPITAL OUTLAY	42,452	42,452	-	-	-	
	TOTAL EXPENDITURES	$ 1,069,192	$ 1,059,627	$ 1,061,654	$ 1,000	$ 1,062,654	

FACILITIES/PARKS AND GROUNDS

Narrative: The Facilities/Parks and Grounds Division of Public Works provides expertise, labor, supplies, equipment, and management for the maintenance of all Town-owned buildings and Parks, Sport Fields and Horticultural areas. Functions of the division include janitorial and general repair services to Town facilities, maintenance of all Town owned buildings and horticultural services for Town properties. The division maintains the public property trees of our community through routine trimming, hazardous tree takedowns, and a proactive replanting program. The division handles all Town board meeting set-ups and surplus deliveries. The Facilities has seven full time employees, comprised of one janitorial crew, one building maintenance crew, one and Facilities Superintendent. The Parks and Grounds has eleven full time employees, comprised of one Parks crew, one Horticultural crew, one Arborist and one Parks and Grounds Superintendent.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Grounds Maintenance:			
Class A (acres)	1	1	1
Horticulture Services (acres)	43	43	43
Building Maintenance and Janitorial: Total Square Footage	150,463	150,463	150,463
Park Mowing (acres)	57	57	57
Trail Miles Maintained	199	225	235

FY 2022-23 Accomplishments:
Reorganization of Public Works B&G to Facilities and to the Parks and Grounds Division. The Facilities Division assisted with changing of EXIT/Egress Lights in every Building owned to the TOSP. Some of the Electrical Distribution Panel Boxes have been replaced with the others scheduled. All ADA Tiles at the Train Station have been replaced with ADA Hi Vis Poly Tiles. Lighting assessment was conducted on all TOSP properties in hopes of moving toward a complete switch over to 100% LED Lights. Roof replacement for Whitehall Scheduled for install end of April, (as per Creech Assessment). Replacements of the distribution panels at the Library & Recreation Center. Parks & Grounds over saw the tree replacement project on W. New Hampshire and Library rear Parking Lot tree clean up, and fence removal at the Campbell House. Also added on Maintenance of Drains on Trial Ways, ongoing tree replacements as inhouse projects and hazardous takedowns where needed. Also completed baseball infield grading projects on our ball fields.

FY 2023-24 Projects: The Facility Division is looking to conduct an assessment of all TOSP Parking Lots, and out buildings, such as bath houses, and dugouts. To establish replacement/repair schedules. We are looking to conduct several painting refresh projects with various Town buildings. Looking to refresh the restrooms @ Reservoir Park. Going to continue to work on the Creech list to identified replacements as well as keeping the list current as replacements take place.
The Parks & Grounds division will continue to work with the Appearance Commissions annual downtown flower pots, Abor Day celebration, and upcoming gateway projects. We will be continuing Trail drainage projects along our trail systems. Continue with the annual controlled burn of Reservoir Park and look to incorporate White Hall. Finally, we will continue our beautification projects of our Park grounds.

BUILDING & GROUNDS

Fund: General   Function: General Government

Building & Grounds Division Goal: To provide manpower, supplies, expertise, equipment, and management for the maintenance of Town owned buildings and properties.

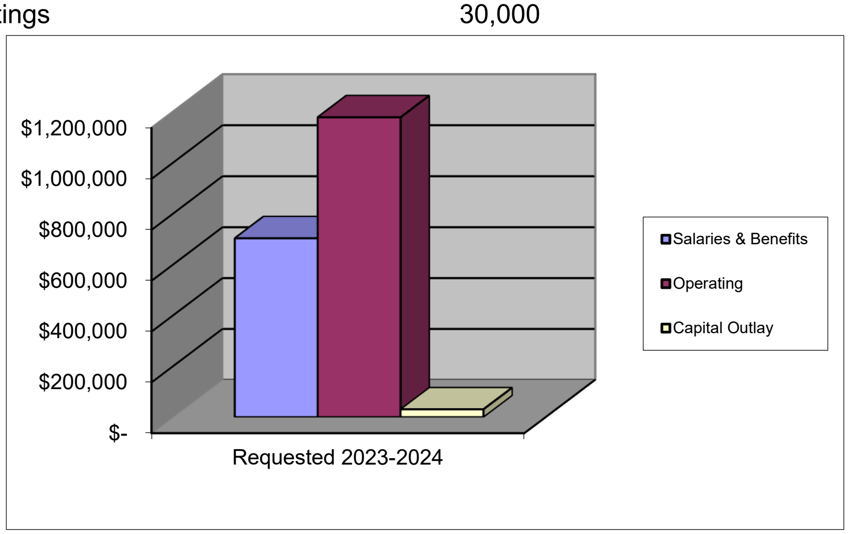
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 570,147	$ 620,400	$ 632,370	$ 704,112
Operating	534,792	677,300	629,550	1,178,687
Capital Outlay	-	176,171	177,090	31,000
Total	$ 1,104,939	$ 1,473,871	$ 1,439,010	$ 1,913,799

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
General Revenues	$ 1,104,939	$ 1,473,871	$ 1,439,010	$ 1,913,799

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees-Full Time	10.0	10.0	11.0	11.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUESTS

Administration Bldg HVAC volume controls	$ 15,000
Paint PD Building	55,335
LED Light Conversion	47,800
Trainhouse Interior Paint	6,500
Miscellaneous Town Building Repairs	40,900
Gateway Project - Appearance Commission	9,500
DCC - Removal of P-Tac units	16,000
DCC - Irrigation & Plantings	30,000



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Building & Grounds	Function: General Government			Fund: 10	Department: 640	
Object Code	**Object Title**	**2022-2023 Budget as of 04/11/23**	**2022-2023 Expected**	**2023-2024 Continuation**	**2023-2024 New Budget Requests**	**2023-2024 Total Request**	**% Increase (Decrease)**
106400200	SALARIES & WAGES	$ 423,270	$ 436,550	$ 487,672	$ -	$ 487,672	15.2%
106400300	OVERTIME	3,500	1,000	4,500	-	4,500	28.6%
106400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
106400500	FICA EXPENSE	32,650	32,245	37,650	-	37,650	15.3%
106400600	GROUP INSURANCE EXPENSE	88,000	92,050	86,240	-	86,240	(2.0%)
106400700	RETIREMENT EXPENSE	51,640	49,950	63,442	-	63,442	22.9%
106400800	DEFERRED COMPENSATION	21,340	20,575	24,608	-	24,608	15.3%
	EMPLOYEE BENEFITS	620,400	632,370	704,112	-	704,112	
106401300	TELEPHONE	7,500	5,500	10,000	-	10,000	33.3%
106401400	TRAINING & TRAVEL	4,000	4,600	5,000	-	5,000	25.0%
106401450	TRAINING & TRAVEL	-	-	6,000	-	6,000	0.0%
106401500	BUILDING & GROUNDS	147,000	131,000	147,000	-	147,000	0.0%
106401600	EQUIPMENT MAINTENANCE	10,000	6,000	2,000	-	2,000	(80.0%)
106401650	EQUIPMENT MAINTENANCE	-	-	20,000	-	20,000	0.0%
106401700	AUTO REPAIR	5,500	5,000	14,500	-	14,500	163.6%
106401800	UTILITIES	105,000	110,000	119,000	-	119,000	13.3%
106402100	RENT	-	-	6,000	-	6,000	0.0%
106402200	LEASES/SBITA's	-	-	10,000	-	10,000	0.0%
106403100	AUTO OPERATING	24,000	25,500	15,000	-	15,000	(37.5%)
106403150	AUTO OPERATING	-	-	31,000	-	31,000	0.0%
106403300	DEPARTMENTAL SUPPLIES	102,900	70,000	65,000	-	65,000	(36.8%)
106403350	DEPARTMENTAL SUPPLIES	-	-	111,700	-	111,700	0.0%
106404500	CONTRACTUAL SERVICES	114,000	114,500	124,652	102,735	227,387	99.5%
106404550	CONTRACTUAL SERVICES	-	-	146,000	30,000	176,000	0.0%
106404510	INS-PROPERTY & GENERAL	44,000	44,000	45,000	-	45,000	2.3%
106404600	PROFESSIONAL SERVICES	72,000	72,000	30,000	47,800	77,800	8.1%
106405200	CHEMICALS	13,000	13,000	50,000	-	50,000	284.6%
106405300	DUES & SUBSCRIPTIONS	800	850	1,500	-	1,500	87.5%
106405700	APPEARANCE COMMISSION	27,600	27,600	29,300	9,500	38,800	40.6%
	OPERATING EXPENDITURES	677,300	629,550	988,652	190,035	1,178,687	
106407402	CAPITAL-MOTOR VEHICLE	33,458	34,377	-	-	-	0.0%
106407403	CAPITAL-OTHER EQUIPMENT	65,000	65,000	-	15,000	15,000	(76.9%)
106407405	CAPITAL-BLDGS/STRUCTURES	77,713	77,713	-	16,000	16,000	(79.4%)
	CAPITAL OUTLAY	176,171	177,090	-	31,000	31,000	
	TOTAL EXPENDITURES	$ 1,473,871	$ 1,439,010	$ 1,692,764	$ 221,035	$ 1,913,799	

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: B&G		Function:	General Government
		Fund:	General Fund
Project Title: Town Facility Projects			

Project Description:

- Admin Building - Add volume controls for the HVAC, $15,000.
- Campbell House/Train House – Replace existing water service for Campbell House, $18,000. Add gutters to back side of train house $1,200.
- Paint two front offices $5,700. Re-carpet two front offices $2,300. Replace windows $3,400. Removal of P-Tac units $16,000. Replace blinds on all windows, $10,000.
- Finance Building – Design planning for remodel interior of building, $100,000.
- Library – Upgrade the bathrooms, $6,500 kids. As well as replacing the main entrance doors, $25,000. Painting of several sections of Library $4,300.
- Pool Park – Sewer line replacement for the bathrooms, $7,500.
- Train Station – Exterior painting, $35,000.
- IT Building – Sewer line replacement for office bathroom $25,500.

Costs		2023-2024
HVAC Volume Controls & Remove T-Pac Units		$31,000
(CPF 52 Total = $203,500)		$203,500
Miscellaneous Town Building Repairs		$40,900
Total		$275,400

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: B&G	Function: General Government
	Fund: General Fund
Project Title: PD Painting	

Project Description:

PD has requested a repainting of the PD interior. All hallways, offices, and open spaces. Current paint is original to when the building was first painted after construction.

Costs		2023-2024
1st Floor		$27,918
2nd Floor		$27,417
Total		$55,335

DEPARTMENTAL NEW CAPITAL REQUESTS DETAIL

Department: Parks	Function: Cultural & Recreation
	Fund: General Fund
Project Title: Douglas Center Irrigation and Planting	

Project Description:

To install a 5-zone irrigation system at Douglas Center add additional irrigation zones to newly paved parking lot. Purchase and install all plant material per Landscape Plan 4 new trees and 114 shrubs. This would drastically improve the health of the turf and landscape around the building, making the area more presentable for Town functions and meetings.

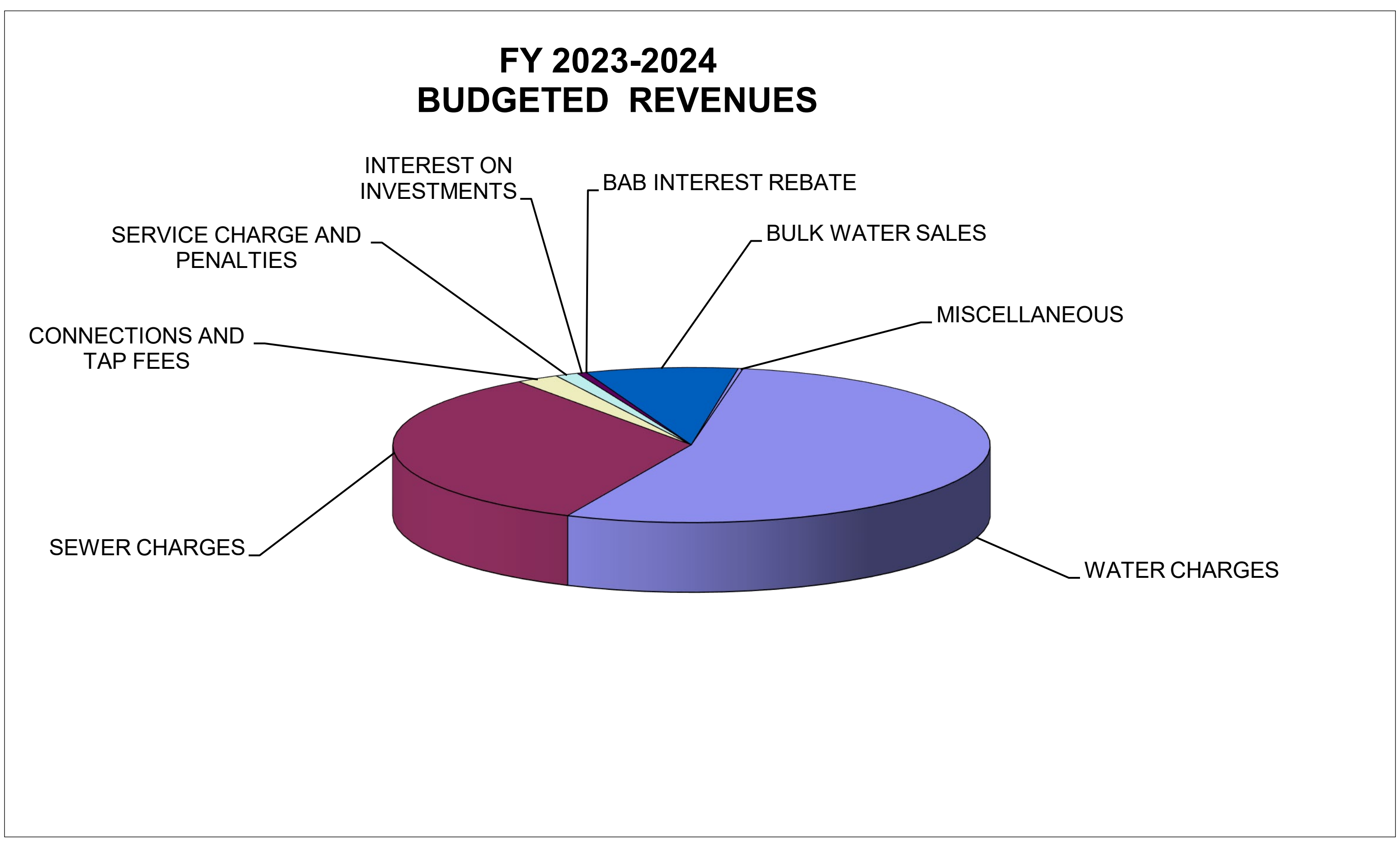
Costs		2023-2024
Install and materials for irrigation for front lawn and around Parking Lot.		$13,700
SDF fees from Town Water/Sewer Dept		$4,800
Tree and shrub Planting		$10,000
Backflow and install		$1,500
Total		$30,000

TOWN OF SOUTHERN PINES
UTILITY FUND
RETAINED EARNINGS SUMMARY
2023-2024

	ACTUAL 2021-2022	BUDGET 2022-2023 as of 04/11/2023	EXPECTED REVENUES EXPENDITURES 2022-2023	BUDGET 2023-2024
Available Retained Earnings - Beginning	$ 6,211,612	$ 7,095,718	$ 7,095,718	$ 8,361,587
Total Revenues	10,355,064	9,969,639	11,064,463	9,706,529
Total Funds Available	16,566,676	17,065,357	18,160,181	18,068,116
Total Expenditures	7,336,022	8,862,173	8,708,734	9,123,578
Transfers Out	2,134,936	1,089,860	1,089,860	3,802,088
Available Retained Earnings - Ending	$ 7,095,718	$ 7,113,324	$ 8,361,587	$ 5,142,450

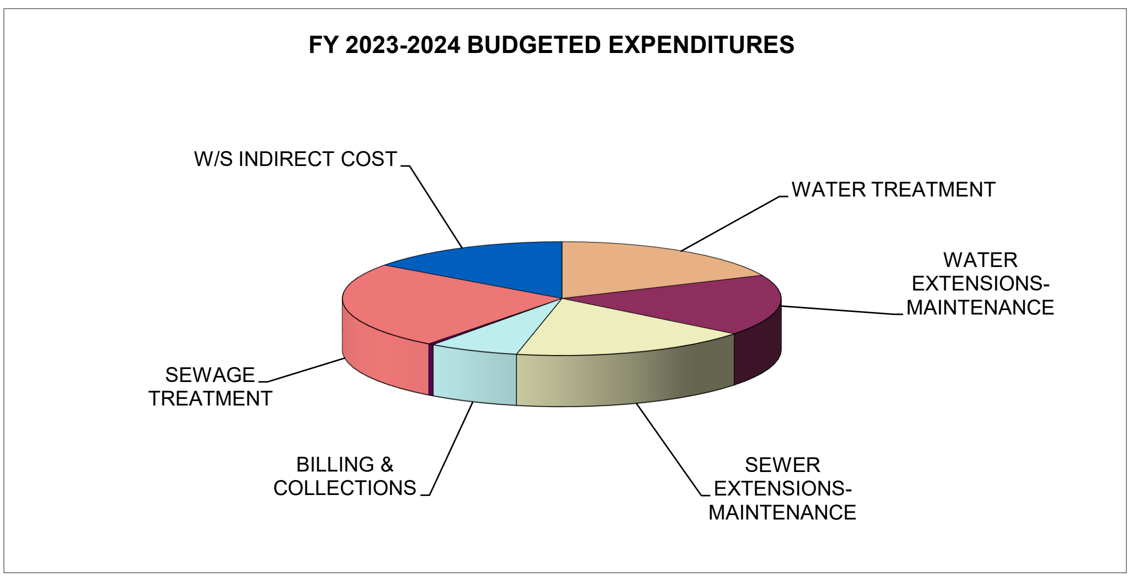
TOWN OF SOUTHERN PINES
UTILITY FUND
SCHEDULE OF REVENUES
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023 as of 07/01/22	BUDGET 2022-2023 as of 04/11/2023	EXPECTED REVENUES 2022-2023	**BUDGET 2023-2024**
WATER CHARGES	$ 4,694,050	$ 4,904,300	$ 5,489,460	$ 5,032,124	$ 5,032,124	$ 5,538,190	**$ 5,233,409**
SEWER CHARGES	2,855,435	3,048,271	3,464,366	3,113,577	3,113,577	3,434,360	**3,238,120**
CONNECTIONS AND TAP FEES	316,369	344,782	280,853	225,000	225,000	190,000	**225,000**
SERVICE CHARGE AND PENALTIES	94,807	148,897	154,104	120,000	120,000	135,475	**120,000**
INTEREST ON INVESTMENTS	83,594	10,318	11,769	5,000	5,000	107,000	**50,000**
BAB INTEREST REBATE	3,377	3,424	-	-	-	-	**-**
BULK WATER SALES	593,974	699,966	887,750	700,000	700,000	800,000	**800,000**
MISCELLANEOUS	11,184	27,792	61,113	5,000	5,000	25,000	**25,000**
GAIN ON SALE OF ASSETS	21,920	78,190	5,650	20,000	20,000	85,500	**15,000**
TRANSFER IN - ARPA FUNDS	-	-	-	-	748,938	748,938	**-**
TRANSFER IN-RETAINED EARNINGS	1,157,167	315,513	-	617,114	-	-	**3,219,137**
TRANSFER OUT-RETAINED EARNINGS	-	-	(883,339)	-	(17,606)	(1,265,869)	**-**
TOTAL	$ 9,831,877	$ 9,581,453	$ 9,471,726	$ 9,837,815	$ 9,952,033	$ 9,798,594	**$ 12,925,666**



TOWN OF SOUTHERN PINES
UTILITY FUND
CONSOLIDATED EXPENDITURE SUMMARY
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	EXPECTED EXPENDITURES 2022-2023	BUDGET 2023-2024
WATER TREATMENT	$ 1,375,734	$ 1,327,329	$ 1,422,718	$ 1,636,412	$ 1,629,169	$ 1,671,495
WATER EXTENSIONS-MAINTENANCE	958,735	1,170,972	1,118,347	1,237,365	1,192,883	1,581,717
SEWER EXTENSIONS-MAINTENANCE	1,267,162	1,117,299	952,379	1,814,530	1,814,316	1,610,899
BILLING & COLLECTIONS	439,613	458,890	483,120	562,625	561,125	605,783
FINANCING INTEREST & PRINCIPAL	590,905	385,912	211,241	210,715	210,715	34,197
SEWAGE TREATMENT	1,914,060	2,143,791	1,964,500	2,200,000	2,100,000	2,250,000
W/S INDIRECT COST	1,050,334	1,141,360	1,184,485	1,200,526	1,200,526	1,369,487
OTHER	-	-	-	-	-	-
SUB-TOTAL	7,596,543	7,745,553	7,336,790	8,862,173	8,708,734	9,123,578
TRANSFERS	2,235,334	1,835,900	2,134,936	1,089,860	1,089,860	3,802,088
TOTAL	$ 9,831,877	$ 9,581,453	$ 9,471,726	$ 9,952,033	$ 9,798,594	$ 12,925,666



TOWN OF SOUTHERN PINES
UTILITY FUND
EXPENDITURE BY FUNCTION AND TRANSFERS
2023-2024

	ACTUAL 2019-2020	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023 as of 07/01/22	BUDGET 2022-2023 as of 04/11/2023	EXPECTED EXPENDITURES 2022-2023	**BUDGET 2023-2024**
Water Treatment	$ 1,375,734	$ 1,327,329	$ 1,422,718	$ 1,522,194	$ 1,636,412	$ 1,629,169	**$ 1,671,495**
Water Extensions - Maintenance	958,735	1,170,972	1,118,347	1,237,365	1,237,365	1,192,883	**1,581,717**
Sewer Extensions - Maintenance	1,267,162	1,117,299	952,379	1,814,530	1,814,530	1,814,316	**1,610,899**
Billing & Collections	439,613	458,890	483,120	562,625	562,625	561,125	**605,783**
Loss on Disposal of Fixed Assets	-	-	-	-	-	-	**-**
Interest Expense, Financing Principal	590,905	385,912	211,241	210,715	210,715	210,715	**34,197**
Sewage Treatment	1,914,060	2,143,791	1,964,500	2,200,000	2,200,000	2,100,000	**2,250,000**
W/S Indirect Cost	1,050,334	1,141,360	1,184,485	1,200,526	1,200,526	1,200,526	**1,369,487**
Total Expenditures	7,596,543	7,745,553	7,336,790	8,747,955	8,862,173	8,708,734	**9,123,578**
Transfers:							
Transfer to PW Annex Remodel	-	-	98,736	-	-	-	**-**
Transfer to Water Treatment Proc Mod	-	305,900	250,000	-	-	-	**1,582,088**
Transfer to PeeDee/Pennsylvania Line	-	-	1,139,200	-	-	-	**-**
Transfer to Lift Station Upgrades/Upfit	-	530,000	-	-	-	-	**220,000**
Transfer to Sanitary Sewer Modernization	-	750,000	462,000	874,360	874,360	874,360	**-**
Transfer to NC DOT Line Relocation	-	-	-	-	-	-	**2,000,000**
Transfer to Facility Modernization	302,334	-	-	10,500	10,500	10,500	**-**
Transfer to W&S Improvements	1,933,000	250,000	185,000	205,000	205,000	205,000	**-**
Total Transfers	2,235,334	1,835,900	2,134,936	1,089,860	1,089,860	1,089,860	**3,802,088**
Total Expenditures/Transfers	$ 9,831,877	$ 9,581,453	$ 9,471,726	$ 9,837,815	$ 9,952,033	$ 9,798,594	**$ 12,925,666**

WATER TREATMENT PLANT

Narrative: The objective of the Water Treatment Division is to produce potable water that meets or exceeds all state and EPA standards in quantities equal to or higher than the demands of our customers. The Town owns a North Carolina permitted 8.0 MGD potable water production plant that is operated and maintained by a third party, Veolia. Operators also maintain elevated and ground storage tanks and booster pump stations. Operators monitor and control distribution pumping and water quality testing and analysis on a daily basis.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Total Gallons Treated, BG	1.303	1.299	1.300
Average Daily Production, MGD	3.57	3.56	3.56
Maximum Day Production, MG	5.48	5.40	5.40
Minimum Day Production, MG	0.94	0.82	.90

FY 2022-2023 Accomplishments: Veolia and the Town worked together to complete several scheduled CIP projects and O&M projects throughout the year. The completed O&M include repairs on the raw water pump lubrication system, septic system evaluation and continued construction of the Modernization upgrades. Modernization improvements include chemical tank and feed system replacements, raw water and reservoir generator installations and metering improvements. The design of the filter air scour system improvements also began. The treatment plant operated uninterrupted during widespread power outages. All four storage tanks were inspected and/or washed out.

FY 2023-2024 Projects: Veolia and the Town will complete septic system replacement and new water quality equipment purchases. Design of the disinfection system improvements will begin and be combined with the filter air scour system project. Federal Regulations relative to Lead and Copper Rules and PFAS have been changing which may impact testing requirements in the near future.

WATER TREATMENT PLANT

Fund: Utility Function: Utility

Water Treatment Plant Division Goal: To provide potable water that meets or exceeds all state and EPA standards.

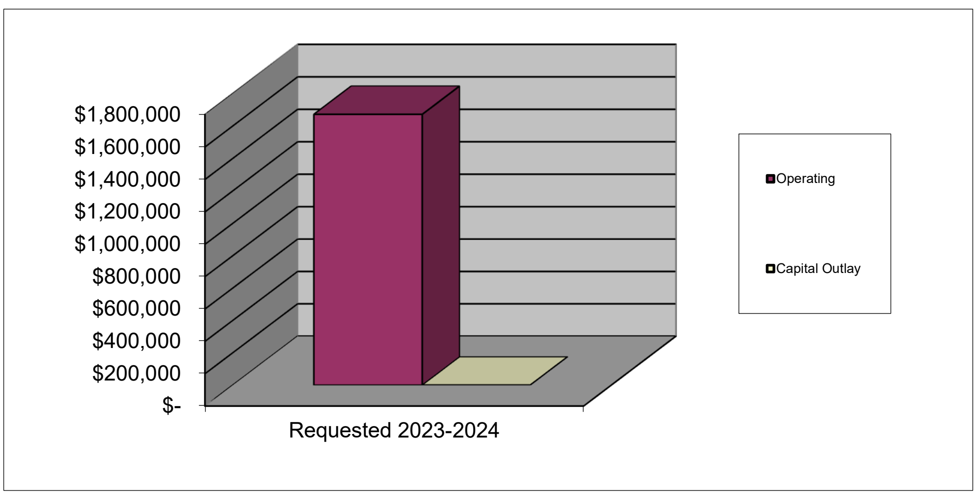
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Operating	$ 1,422,718	$ 1,636,412	$ 1,629,169	$ 1,671,495
Capital Outlay	-	-	-	-
Total	$ 1,422,718	$ 1,636,412	$ 1,629,169	$ 1,671,495

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Utility Revenues	$ 1,422,718	$ 1,636,412	$ 1,629,169	$ 1,671,495

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	-	-	-	-

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUEST

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



2023-2024 ANNUAL BUDGET

DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Water Treatment Plant	Function: Utility Fund			Fund: 60	Department: 710	
Object Code	Object Title	2022-2023 Budget as of 04/11/2023	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
607101200	PRINTING	$ -	$ -	$ -	$ -	$ -	0.0%
607101500	BUILDING & GROUNDS	7,500	1,500	7,500	-	7,500	0.0%
607101600	EQUIPMENT MAINTENANCE	164,218	181,000	55,000	15,000	70,000	(57.4%)
607101800	UTILITIES	440,000	423,000	492,800	-	492,800	12.0%
607104500	CONTRACTUAL SERVICES	1,019,669	1,019,669	1,084,695	10,000	1,094,695	7.4%
607104510	INS-PROPERTY & GENERAL	5,025	4,000	6,500	-	6,500	29.4%
	OPERATING EXPENDITURES	1,636,412	1,629,169	1,646,495	25,000	1,671,495	
607107402	CAPITAL-MOTOR VEHICLES	-	-	-	-	-	0.0%
607107403	CAPITAL-OTHER EQUIPMENT	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 1,636,412	$ 1,629,169	$ 1,646,495	$ 25,000	$ 1,671,495	

WATER EXTENSIONS/MAINTENANCE

Narrative: The Water Division is responsible for the daily maintenance of the water distribution system, which includes over 259 miles of water mains ranging from 2” to 18” in size and approximately 11,000 water service connections. Maintenance and repair of water mains, valves, fire hydrants, service meters, service lines, and underground utility locating are some of the tasks undertaken. Providing the best potable water service to the customers and responding to problems quickly and professionally are major goals of this division.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
New Services Installed	318	275	250
Water Mains Installed (linear feet)	4225	2000	16000
Hydrants Installed	8	10	35
Valves Installed	27	15	60
Water Main Leaks Repaired	30	33	30
Service Leaks Repaired	55	65	50
Water Quality Complaints	33	47	40
Utility Locate Tickets	5300	5500	5300

FY2022-23 Accomplishments – In addition to the typical maintenance items noted above, the Water Extensions Division continues to work closely with Utility Billing, Public Works Administration, Engineering, Planning & Inspections. The Pennsylvania Water Line project began construction, the NCDOT US1 Transmission Main relocation was awarded, and a $200K AIA grant was awarded to the Town. Coordinated efforts include assistance with design review, shutdowns & operational input associated with new developments and enforcement of the cross-connection ordinance (99.26% compliance). We provided uninterrupted service through county-wide power outages.

FY2023-24 Projects – The Division will continue to provide excellent quality water and service to the Town while continuing to pursue a number of new Capital Projects. In FY 22-23 we plan to complete the installation of the Pennsylvania Water Line, begin construction of the NCDOT US1 Transmission Relocation project, begin design on the North Pressure Zone and Elevated Tank project, and implement the $200K AIA grant.

WATER EXTENSION/MAINTENANCE

Fund: Utility   Function: Utility

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

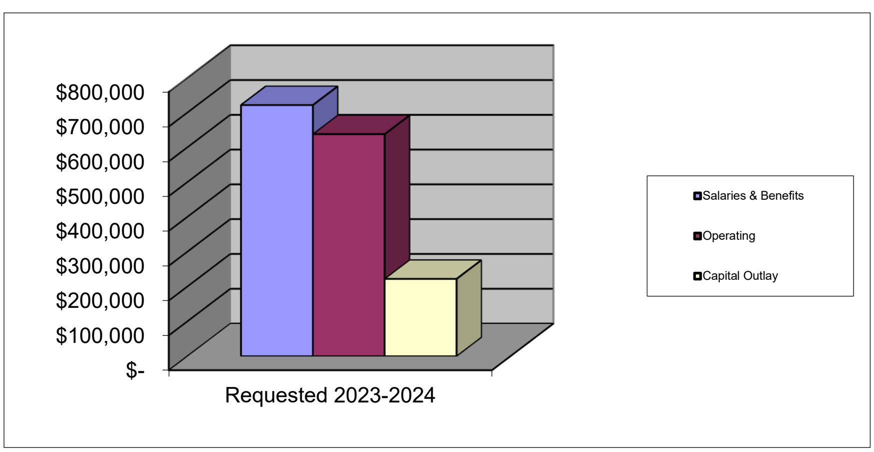
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 545,070	$ 635,705	$ 604,695	$ 721,757
Operating	453,709	601,660	558,188	637,960
Capital Outlay	119,568	-	30,000	222,000
Total	$ 1,118,347	$ 1,237,365	$ 1,192,883	$ 1,581,717

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Utility Revenues	$ 1,118,347	$ 1,237,365	$ 1,192,883	$ 1,581,717

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	9	9	9	10

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUEST

Mini-Excavator	$ 222,000
New Position - Operator	56,543



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year	Department:	Function:			Fund:	Department:	
2023-2024	Water Extension/Maintenance	Utility Fund			60	730	

Object Code	Object Title	2022-2023 Budget as of 04/11/2023	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
607300200	SALARIES & WAGES	$ 431,315	$ 416,715	$ 460,497	$ 37,600	$ 498,097	15.5%
607300300	OVERTIME	11,250	10,650	11,250	-	11,250	0.0%
607300400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607300500	FICA EXPENSE	33,855	32,695	36,089	2,876	38,965	15.1%
607300600	GROUP INSURANCE EXPENSE	83,600	72,840	74,480	7,840	82,320	(1.5%)
607300700	RETIREMENT EXPENSE	53,555	50,850	60,808	4,847	65,655	22.6%
607300800	DEFERRED COMPENSATION	22,130	20,945	23,590	1,880	25,470	15.1%
	EMPLOYEE BENEFITS	635,705	604,695	666,714	55,043	721,757	
607301100	POSTAGE	1,000	1,000	1,000	-	1,000	0.0%
607301300	TELEPHONE	8,500	1,400	8,500	-	8,500	0.0%
607301400	TRAINING & TRAVEL	6,800	6,800	9,300	-	9,300	36.8%
607301600	EQUIPMENT MAINTENANCE	10,000	7,500	10,000	-	10,000	0.0%
607301700	AUTO REPAIR	10,000	7,500	10,000	-	10,000	0.0%
607301800	UTILITIES	10,000	18,000	20,000	-	20,000	100.0%
607303100	AUTO OPERATING	22,000	25,000	25,000	-	25,000	13.6%
607303300	DEPARTMENTAL SUPPLIES	372,500	346,600	387,000	1,500	388,500	4.3%
607304500	CONTRACTUAL SERVICES	52,600	38,100	46,000	-	46,000	(12.5%)
607304510	INS-PROPERTY & GENERAL	39,000	42,500	45,000	-	45,000	15.4%
607304600	PROFESSIONAL SERVICES	45,000	45,000	50,000	-	50,000	11.1%
607304700	UTILITY CUT REPAIR	20,000	15,000	20,000	-	20,000	0.0%
607305300	DUES & SUBSCRIPTIONS	4,260	3,788	4,660	-	4,660	9.4%
	OPERATING EXPENDITURES	601,660	558,188	636,460	1,500	637,960	
607307402	CAPITAL-MOTOR VEHICLE	-	30,000	-	-	-	0.0%
607307403	CAPITAL-OTHER EQUIPMENT	-	-	-	222,000	222,000	0.0%
	CAPITAL OUTLAY	-	30,000	-	222,000	222,000	
	TOTAL EXPENDITURES	$ 1,237,365	$ 1,192,883	$ 1,303,174	$ 278,543	$ 1,581,717	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Utilities - Water	Function: *Utility*
	Fund: Enterprise Fund
Project Title: Mini-Excavator	

Project Description:

Used for excavation of underground assets for maintenance and repair. The proposed excavator will also increase the Towns excavation capabilities by an additional 3-feet of depth. During the first half of fiscal year 22-23 the Town spent approximately $33,000 on contractors to perform 10 to 13-feet deep excavations, with additional contracted excavations expected later this year. This excavator would have eliminated all but 1 of the contracted digs.

Replacement for Vehicle #700
YTD maintenance cost: $15,700
Pending maintenance cost (can be differed if replaced):
$5,000.00 (bucket)
$800.00 (tires)

Costs		2023-2024
		$180,000
Total		$180,000

CATERPILLAR 309 MINI-EXCAVATOR

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Utilities - Water	Function: *Utility*
	Fund: Enterprise Fund
Project Title: Mini-Excavator	

Project Description:

This trailer will be used to transport the proposed mini excavator to various jobs.

Costs		2023-2024
		$42,000
Total		$42,000

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Water Extension and Maintenance	Function: Utility
Project Title: Utilities Technician	Fund: Enterprise Fund

Project Description:

An additional position is being requested to assist with the increasing workload of the rapidly growing utility system. The addition of 2 new technicians (one in sewer and one in water) will provide the opportunity to run 2 full dig crews while maintaining 1-2 preventative maintenance crews. This will assist in reducing the work order backlog and increase the percentage of work that is preventative.

Costs		2023-2024
		$56,543
Total		$56,543

SEWER EXTENSIONS/MAINTENANCE

Narrative: The purpose of the Sewer Maintenance Division is to maintain and improve the sanitary sewer infrastructure which includes the operation of nineteen (19) sewer lift stations and 170+ miles of collection system, to provide trouble free sewer service to our customers through routine maintenance and cleaning of the sewer lines and to satisfy all of the requirements of the Town's collection system permit issued by the State of North Carolina.

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Sewer Taps Installed	150	250	230
Sewer Taps Renewed	33	36	40
Sewer Stoppages – Mains	24	20	20
Sewer Stoppages – Laterals, Town	48	43	35
Sewer Stoppages – Laterals, Customer	103	98	95
Miles Sewer Lines Cleaned	25.78	26.51	28
Miles Easement Cleared	5.95	6.65	6
Miles Inspected (CCTV)	3.89	3.55	4
Sewer Lift Stations Maintained	19	19	19

FY 2022-2023 Accomplishments – In addition to the typical maintenance items noted above, the Sewer Division continues to work closely with Utility Billing, Public Works Administration, Engineering, Planning & Inspections. The coordinated efforts include assistance with new main and service installations associated with new developments and continued construction of ARO Sewer Lift Station replacement, completion of the West New York Avenue Aerial Sewer Repair, design of the Warrior Woods Lift Station relocation, design of the Longleaf Dam Sewer Relocation, award of a $4.995MM grant for sewer rehabilitation, and award of a $200K AIA grant. The division continues with its annual easement clearing, sewer main lining and manhole rehabilitation of aged infrastructure.

FY 2023-2024 Projects – The Division will continue to provide reliable sewer collection service to the Town while continuing to pursue a number of new Capital Projects. The CIP identified approximately $6.9MM in projects needed over the next 5 years. In FY 2023-2024 we plan to begin construction on the Warrior Woods Lift Station, Longleaf Dam Sewer Relocation, and begin preliminary engineering on various projects. We also plan to install emergency backups at various lift stations, continue the ongoing Sewer System Rehabilitation and Replacement program identified as part of the Asset Management Plan funded by the $4.995MM grant, and implement the $200K AIA grant.

SEWER EXTENSION/MAINTENANCE

Fund: Utility — Function: Utility

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

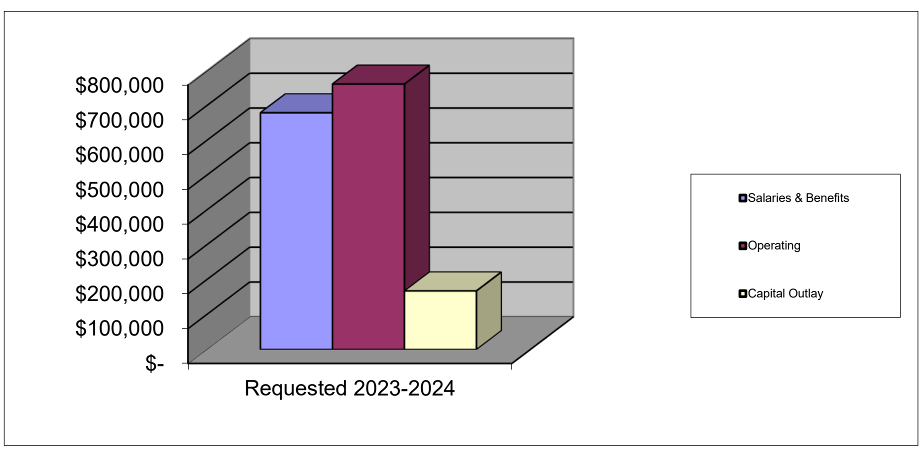
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 424,353	$ 577,270	$ 518,070	$ 680,054
Operating	528,026	685,260	701,930	762,645
Capital Outlay	-	552,000	594,316	168,200
Total	$ 952,379	$ 1,814,530	$ 1,814,316	$ 1,610,899

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Utility Revenues	$ 952,379	$ 1,814,530	$ 1,814,316	$ 1,610,899

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	9	9	9	10

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUEST

New ATV	$ 36,500
Easement Machine	95,700
Trench Box & Trailer	36,000
New Position - Operator	56,543



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Sewer Extension/Maintenance	Function: Utility Fund			Fund: 60	Department: 740	

Object Code	Object Title	2022-2023 Budget as of 04/11/2023	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
607400200	SALARIES & WAGES	$ 388,000	$ 349,355	$ 430,398	$ 37,600	$ 467,998	20.6%
607400300	OVERTIME	11,250	9,000	11,250	-	11,250	0.0%
607400400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607400500	FICA EXPENSE	30,545	29,415	33,786	2,880	36,666	20.0%
607400600	GROUP INSURANCE EXPENSE	79,200	70,075	70,560	7,840	78,400	(1.0%)
607400700	RETIREMENT EXPENSE	48,310	42,655	56,929	4,847	61,776	27.9%
607400800	DEFERRED COMPENSATION	19,965	17,570	22,084	1,880	23,964	20.0%
	EMPLOYEE BENEFITS	577,270	518,070	625,007	55,047	680,054	
607401100	POSTAGE	500	-	500	-	500	0.0%
607401300	TELEPHONE	12,000	9,000	12,000	500	12,500	4.2%
607401400	TRAINING & TRAVEL	6,300	6,100	8,000	500	8,500	34.9%
607401600	EQUIPMENT MAINTENANCE	65,000	30,000	60,000	-	60,000	(7.7%)
607401700	AUTO REPAIR	25,000	25,000	25,000	-	25,000	0.0%
607401800	UTILITIES	58,000	58,000	62,300	-	62,300	7.4%
607403100	AUTO OPERATING	30,000	40,000	35,000	-	35,000	16.7%
607403300	DEPARTMENTAL SUPPLIES	165,500	150,500	183,000	2,000	185,000	11.8%
607404500	CONTRACTUAL SERVICES	152,100	110,500	139,500	-	139,500	(8.3%)
607404510	INS-PROPERTY & GENERAL	39,000	49,000	45,000	-	45,000	15.4%
607404600	PROFESSIONAL SERVICES	100,000	191,700	155,500	1,500	157,000	57.0%
607404700	UTILITY CUT REPAIR	28,000	28,000	28,000	-	28,000	0.0%
607405300	DUES & SUBSCRIPTIONS	3,860	4,130	3,845	500	4,345	12.6%
	OPERATING EXPENDITURES	685,260	701,930	757,645	5,000	762,645	
607407402	CAPITAL-MOTOR VEHICLE	552,000	554,006	-	-	-	(100.0%)
607407403	CAPITAL-OTHER EQUIPMENT	-	40,310	-	168,200	168,200	0.0%
	CAPITAL OUTLAY	552,000	594,316	-	168,200	168,200	
	TOTAL EXPENDITURES	$ 1,814,530	$ 1,814,316	$ 1,382,652	$ 228,247	$ 1,610,899	

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Utilities - Sewer	Function: Utility
	Fund: Enterprise Fund
Project Title: All Terrain Vehicle	

Project Description:

Used to access difficult terrain for sewer maintenance. Heavy duty vehicle that has larger payload for sewer grade rings/manhole rings; has towing capacity for jet trailer.

Costs		2023-2024
		$36,500
Total		$36,500

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Utilities - Sewer	Function: Utility
	Fund: Enterprise Fund
Project Title: Easement machine	

Project Description:

Used to access difficult terrain of cross-country easements for maintenance that cannot be reached by jet truck or jet trailer.
Replace equipment sold in 2019.

Costs		2023-2024
		$95,700
Total		$95,700

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Utilities - Sewer

Function: Utility
Fund: Enterprise Fund

Project Title: Trench box & trailer

Project Description:

Shielding equipment used in trench excavations to replace old, non-compliant equipment. Comes with multiple panels for variable depths and trailer. Funds will be split between water and sewer.

YTD:
$18,000

Costs		2023-2024
		$36,000
Total		$36,000

TRENCH BOX

DEPARTMENTAL NEW BUDGET REQUESTS DETAIL

Department: Sewer Extension and Maintenance	Function: Utility
Project Title: Utilities Technician	Fund: Enterprise Fund

Project Description:

An additional position is being requested to assist with the increasing workload of the rapidly growing utility system. The addition of 2 new technicians (one in sewer and one in water) will provide the opportunity to run 2 full dig crews while maintaining 1-2 preventative maintenance crews. This will assist in reducing the work order backlog and increase the percentage of work that is preventative.

Costs		2023-2024
		$56,543
Total		$56,543

BILLING & COLLECTIONS

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

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

Performance Measures:

	2021-2022 Actual	2022-2023 Projected	2023-2024 Proposed
Water & Sewer Meters Read	127,563	129,985	132,407
Water & Sewer Bills Mailed	107,194	108,957	110,720
Meter Readings (average monthly)	10,630	10,832	11,034
Customer Service Work Orders	6,060	6,382	6,704
Customer Bills Drafted	46,815	49,522	50,482

BILLING & COLLECTIONS

Fund: Utility | Function: Finance

Billing & Collections Division Goal: To provide utility customers with efficient service regarding billings and other situations the customer may need assistance.

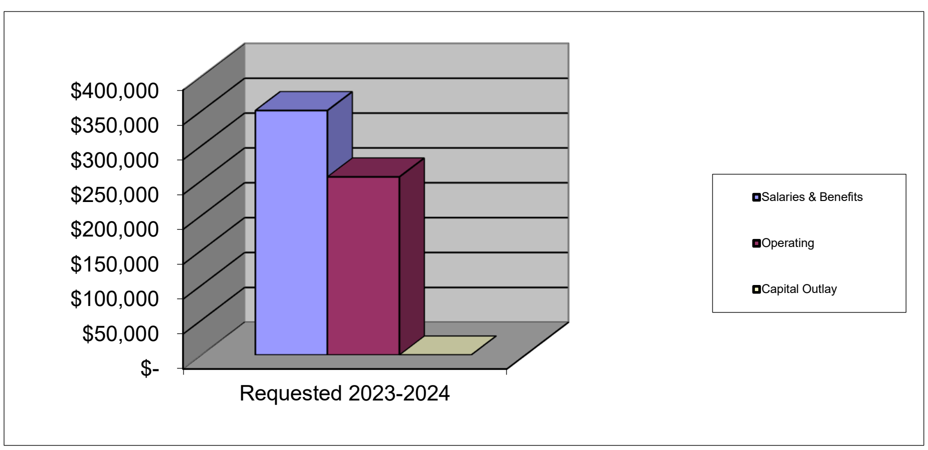
Object of Expenditures	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Salaries & Benefits	$ 317,413	$ 336,500	$ 342,775	$ 350,533
Operating	165,707	226,125	218,350	255,250
Capital Outlay	-	-	-	-
Total	$ 483,120	$ 562,625	$ 561,125	$ 605,783

Revenues by Type	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Utility Revenues	$ 483,120	$ 562,625	$ 561,125	$ 605,783

	Actual FY 2021-22	Budget FY 2022-23	Expected FY 2022-23	Requested FY 2023-24
Budgeted Employees	5.0	5.0	5.0	5.0

2023-2024 CAPITAL OUTLAY DETAIL AND NEW REQUEST

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



2023-2024 ANNUAL BUDGET
DETAILED ACTIVITY SPENDING REQUEST

Fiscal Year 2023-2024	Department: Billing & Collections	Function: Finance			Fund: 60	Department: 750	

Object Code	Object Title	2022-2023 Budget as of 04/11/2023	2022-2023 Expected	2023-2024 Continuation	2023-2024 New Budget Requests	2023-2024 Total Request	% Increase (Decrease)
607500200	SALARIES & WAGES	$ 234,465	$ 241,845	$ 247,991	$ -	$ 247,991	5.8%
607500400	UNEMPLOYMENT INSURANCE	-	-	-	-	-	0.0%
607500500	FICA EXPENSE	17,940	17,835	18,971	-	18,971	5.7%
607500600	GROUP INSURANCE EXPENSE	44,000	44,000	39,200	-	39,200	(10.9%)
607500700	RETIREMENT EXPENSE	28,370	27,690	31,968	-	31,968	12.7%
607500800	DEFERRED COMPENSATION	11,725	11,405	12,403	-	12,403	5.8%
	EMPLOYEE BENEFITS	336,500	342,775	350,533	-	350,533	
607501100	POSTAGE	50,000	53,500	53,500	-	53,500	7.0%
607501200	PRINTING	750	500	750	-	750	0.0%
607501300	TELEPHONE	400	450	500	-	500	25.0%
607501400	TRAINING & TRAVEL	4,500	2,500	4,000	-	4,000	(11.1%)
607501600	EQUIPMENT MAINTENANCE	3,000	4,000	3,000	-	3,000	0.0%
607501800	UTILITIES	5,225	6,000	7,000	-	7,000	34.0%
607503300	DEPARTMENTAL SUPPLIES	26,250	23,200	35,000	-	35,000	33.3%
607504500	CONTRACTUAL SERVICES	38,000	35,500	45,500	-	45,500	19.7%
607504510	INS-PROPERTY & GENERAL	2,500	2,200	3,000	-	3,000	20.0%
607504600	PROFESSIONAL SERVICES	35,000	33,000	37,500	-	37,500	7.1%
607504700	CARD PROCESSING FEE	20,000	15,000	20,000	-	20,000	0.0%
607504920	BAD DEBT EXPENSE	40,000	42,000	45,000	-	45,000	12.5%
607505300	DUES & SUBSCRIPTIONS	500	500	500	-	500	0.0%
	OPERATING EXPENDITURES	226,125	218,350	255,250	-	255,250	
607507401	CAPITAL-SOFTWARE/COMP	-	-	-	-	-	0.0%
	CAPITAL OUTLAY	-	-	-	-	-	
	TOTAL EXPENDITURES	$ 562,625	$ 561,125	$ 605,783	$ -	$ 605,783	

DEBT SERVICE

The Town does not have any outstanding general obligation bonds as of 06/30/23 in either the General or Utility Funds.

The Town's bond ratings are as follows:

Standard and Poors	AA-
Moody's Investment Service	A2
North Carolina Municipal Council	86

The North Carolina General Statutes are very specific about the amount of general long term debt that can be issued by local governments. The statues state that long-term debt issued cannot exceed eight percent of the assessed valuation of the governmental unit. The legal debt limit of the Town as of June 30, 2022 is shown in the following table.

Assessed Valuations		$ 2,866,163,763
Debt Limit 8% of assessed valuations		$ 229,293,101
Amount of debt applicable to debt limit:		
Outstanding debt evidenced by bonds	-	
Unissued bonds authorized by existing orders	-	
Outstanding debt not evidenced by bonds:		
Installment financing	6,821,613	
Total	6,821,613	
Less deduction allowed by G.S. 159.55(a)(2) and G.S. 159.55(b)-Utility debt	-	
Net Debt	6,821,613	
LEGAL DEBT MARGIN		**$ 222,471,488**

The Town has installment financing outstanding debt principal totaling $5,352,868 as of 06/30/23. The outstanding amount represents the financing of the Police facility in 2008, the financing of the Pierce Fire Pumper vehicle in 2020, the financing of the Public Works Annex Campus remodel in 2021, financing the Whitehall Land Tract purchase and the refinancing of the Fire Sub-Station installment financing in 2021.

The following is a schedule of the Town’s total debt service principal and interest payments:

	Principal	Interest	Total
General Obligation Bonds:			
FY 2023-24	$ -	$ -	$ -
Total	$ -	$ -	$ -
Installment Financing			
Pierce Fire Pumper Truck due semi-annually to 2025; interest at 1.91%			
FY 2023-2024	$ 132,447	$ 4,479	$ 136,926
FY 2024-2025	134,989	1,937	136,926
Total	$ 267,436	$ 6,417	$ 273,853
Police facility, issued 2008; due semi-annually to 2024; interest at 3.73%			
FY 2023-2024	$ 216,667	$ 4,041	$ 220,708
Total	$ 216,667	$ 4,041	$ 220,708
Fire Sub-Station, reissued 2021, due semi-annually to 2033; interest at 2.06%			
FY 2023-2024	$ 348,543	$ 70,005	$ 418,548
FY 2024-2025	348,543	62,825	411,368
FY 2025-2026	348,543	55,645	404,188
FY 2026-2033	2,439,804	188,475	2,628,279
Total	$ 3,485,433	$ 376,950	$ 3,862,383

Installment Financing (continued)

	Principal	Interest	Total
Public Works Annex Campus Remodel to 2036; interest at 1.91%			
FY 2023-2024	$ 83,333	$ 20,294	$ 103,627
FY 2024-2025	83,333	18,702	102,035
FY 2025-2026	83,333	17,110	100,443
FY 2026-2036	833,333	83,563	916,896
Total	$ 1,083,332	$ 139,669	$ 1,328,221

	Principal	Interest	Total
Whitehall Land, issued 2021, due semi-annually to 2024; interest at 1.91%			
FY 2023-2024	$ 300,000	$ 4,297	$ 304,297
Total	$ 300,000	$ 4,297	$ 304,297

Draft Budget Notes

Revenues:

Ad Valorem based on 30 penny ($0.30) tax rate
Sales Tax based on 4 year rolling average
Disposal recycling Fee based on fee targeting 60% cost recovery

General Notes effecting all Departments:

.05 COLA for all positions except Town Manager and Town Attorney
.0071/.01 State mandated increase in Employer Pension contribution (civilian/Police)
(.125) adjustment for major medical plan – still finalizing details
¼ of .03 salary for implementation of a Performance Pay Plan 4th quarter
.093/.054/.062 Duke Energy (res./comm./ind.)
Inflationary costs, office supplies to materials for buildings/infrastructure

Legislative 10-410:

Salary and Wages: Full year of Town Attorney as PT Employee $120,000
Training and Travel: New Council Members, added Board Training, Attorney
Contractual: Election in the Fall $20,000
Professional Services: Dropped with no garbage study and no Doug Gill contract
Special App: Partners $27,600, MCHA $1000, Vets Parade $1,000, MLK $500
****There is currently $15,000 budgeted in 10-420-5300 for the new MPO that will be shifted to this line-item.****

Administration 10-420:

Salary: ¾ New Communications position $68,156 (incl. IT) hired Q2
Dept. Supplies: increased for new position
Professional: $20,000 for staff-wide training based on various topics suggested by staff (Leadership toward succession planning, DEI, ethics, etc.)

IT 10-430:

Salary: Full year of what was a six-month position

Telephone: Last three years the monthly fee for our dark fiber included a cost associated with installation of fiber to FD82. We have now paid that off and the monthly fee decreases.

Supplies: We replace computers at the end of warranty (3 years for servers, 4 for lap/desk) and 23-24 is a “large” year in number of units in the cycle. We also are due to replace copiers as they also have reached end of warranty.

Contract Services: Increase in support service prices.

Finance 10-440:

Salaries: Addition/continuance of PT assistance due to new GASB/reporting requirements

Police Patrol 10-450:

Salaries: Increase entry salary to 46k to remain competitive, requiring internal adjustments to avoid compression issues and in effort to retain current staff

Supplies: Just replaced Tasers/OC in FY23 for $55,840 along with $64k in camera replacements. An additional DT camera and 4 Flock cameras requested at $9,300 and $14,800 respectively.

Capital: Beyond four total scheduled vehicle replacements, there is a request for a $322,000 tactical vehical.

Communications 10-514:

Only significant budget change is the Capital request for a replacement Comm Center

Investigations 10-515:

Salaries: Effected in same way as Patrol relative to internal adjustments with re-grading

Fire 10-530:

Only significant changes to this budget are related to the six new positions funded through the SAFER grant

Planning 10-540:

Salaries: full year of 6-month hire, replacement employees' higher grade than previous
Supplies: $15,000 requested for sign-topper type recognition of WSP/100 year
Pro Services: $150,000 UDO Update, WSP Grant $75,000, Legal Templates Code Enforcement $15,000

Inspections 10-545:

Only change beyond the general salary info is due to demolitions ($9,850) that took place in FY23 in addition to adding uniforms for personnel $4,000

Streets 10-560:

Paving: Increase based on anticipated pricing for mileage in CIP.
Training and Travel: Increases based on new CDL requirements and new staff needing chemical/pesticide training and licensing.

PW/Sanitation 10-565:

Salaries: ¾ Seven new yard debris crew $321,214, ¾ new engineering tech $64,490
Auto repair: New rolling stock and equipment for yard debris service
Auto Operating: Fuel for new Yard service
Supplies: Carts $20,000, PPE/Supplies $10,000, New tech $1,000, Office/other $7,500
Contractual: GFL (42,000), Rubicon $40,000, Uniforms $6,500, Drug Screens $3,000

Fleet Maintenance 10-580:

Contractual: GasBoy software required upgrade and increased maintenance fee (should decrease FY 25)

Recreation 10-620:

***A number of expenses formerly coded to Recreation have been moved to Buildings and Grounds with the shift of the crew to PW
Salaries: Requested PT help at the DCC and Campbell House during certain times of year
Supplies: AS/Day camp equip $5,500, Soccer goals $2,460, Park benches $5,000, Bench replacements $7,000, Signage $3,000
Contractual: Increased expense for coach backgrounds $600, Increased instructor fees for programs $12,050, many items moved to B@G

Library 10-630:

Budget is practically the same, mostly personnel and books/materials. The Contractual line-item represents automation and software purchases and subscriptions.

Buildings and Grounds 10-640:

1500: $57,500 set aside for HVAC Repairs, $65,000 for other repairs

The 3300 and 3350 "split" is effort to separate "grounds" from structures, with "grounds" to include both non-structure expenses previously in 3300 plus a number of grounds expenses moved from Recreation (think grass, pinestraw, paint for ballfield lines, outdoor light fixtures, etc.)

Contractual: added Major Preventative Maint.(PM) contract for twice per yr. HVAC $20,652, rear gutters and int. paint Train House $7,700, Paint/carpet 2 offices/windows/blinds at DCC $21,400, Back Wall paint and kids bathroom Library $10,800, Pool Park Sewer line $7,500, and painting the PD $55,335

4550: Items moved from Rec, Whitehall mowing $12,500, DCC irrigation and landscaping per code (4 trees, 114 shrubs) $30,000

Pro Services: LED Retrofit PD, DCC, Train House, Library, FD81, Finance, IT, Admin, rear Annex $47,800, any contracted carpet cleaning/window cleaning.

Chemicals: Fertilizers and Pesticides (includes parks now)

Appearance Commission: Gateway project TBD $9,500

UTILITY FUND

Revenues:

Sales based on a 4% increase in base and per/1000g rates for both water and sewer
No change to Tap Fees (will auto adjust in October)
No change to SDF

Water Treatment Plant:

Equipment Maintenance: Reduction due to large FY23 project involving Clearwell and Tanks ($114,500), added additional 10k for repairs over deductible and 15k for septic repair

Utilities: Significant Duke Energy rate increase approved by State $52,800

Contractual: Increases anticipated from both Plant Operators and Tank Maintenance vendors

Water Extension:

Salaries: An additional position is being requested

Capital: A mini-excavator is being requested to replace an aging backhoe, providing greater in-house capabilities $222,000

Sewer Extension:

Salaries: An additional position is being requested

Capital: ATV with payload and jet trailer towing capabilities is being requested $35,000 in addition to an “easement machine” that represents an extension of the jet-vac truck for use in wet/hard to access areas for sewer line maintenance $95,700

Billing and Collections:

No significant additions or subtractions to this Budget year over year.

SDF TRANSFERS TO BE ADDED TO DRAFT BUDGET

CRF-Water to Penn-Pee Dee Water Line CPF (incremental project): **$301,343**

CRF-Water to Water Treatment Plant CPF (buy-in project): **$540,809**

CRF-Sewer to Warrior Woods Pump Station (incremental): **$224,238**

CRF-Sewer to Waste Water Collection Rehab (buy-in): **$121,376**

Tax Value Increases

Actual

Fiscal Year	Tax Year		Real Property	Personal Property	Public Service Companies	Total	Amount of Increase	% Increase
1986-87	1986		148,149,242	61,648,526	10,029,643	219,827,411	13,217,825	6.40%
1987-88	1987	*	281,481,500	65,087,423	12,066,553	358,635,476	138,808,065	63.14%
1988-89	1988		299,595,720	48,328,368	12,531,369	360,455,457	1,819,981	0.51%
1989-90	1989		344,363,185	55,490,122	14,014,499	413,867,806	53,412,349	14.82%
1990-91	1990		362,414,602	61,107,213	15,638,254	439,160,069	25,292,263	6.11%
1991-92	1991		393,731,327	63,954,997	14,502,198	472,188,522	33,028,453	7.52%
1992-93	1992		402,562,890	58,974,827	16,293,593	477,831,310	5,642,788	1.20%
1993-94	1993		418,677,490	69,849,879	15,612,437	504,139,806	26,308,496	5.51%
1994-95	1994		438,747,970	81,377,979	15,968,031	536,093,980	31,954,174	6.34%
1995-96	1995	*	555,389,853	96,635,030	19,191,698	671,216,581	135,122,601	25.21%
1996-97	1996		576,309,085	103,443,461	16,708,977	696,461,523	25,244,942	3.76%
1997-98	1997		602,661,221	110,835,178	18,903,431	732,399,830	35,938,307	5.16%
1998-99	1998		639,192,542	119,477,406	19,404,074	778,074,022	45,674,192	6.24%
1999-00	1999		706,975,968	122,000,920	17,040,666	846,017,554	67,943,532	8.73%
2000-01	2000		735,920,586	134,394,254	16,745,544	887,060,384	41,042,830	4.85%
2001-02	2001		773,570,726	131,508,237	17,675,225	922,754,188	35,693,804	4.02%
2002-03	2002		814,041,961	139,690,294	16,950,309	970,682,564	47,928,376	5.19%
2003-04	2003	*	1,111,870,026	138,302,578	20,709,556	1,270,882,160	300,199,596	30.93%
2004-05	2004		1,151,563,256	134,752,668	21,451,089	1,307,767,013	36,884,853	2.90%
2005-06	2005		1,207,031,563	145,100,747	21,080,938	1,373,213,248	65,446,235	5.00%
2006-07	2006		1,258,181,148	153,950,160	22,449,260	1,434,580,568	61,367,320	4.47%
2007-08	2007	*	1,761,987,966	154,483,911	23,390,717	1,939,862,594	505,282,026	35.22%
2008-09	2008		1,831,337,986	159,269,793	24,169,961	2,014,777,740	74,915,146	3.86%
2009-10	2009		1,883,982,630	147,983,302	24,036,664	2,056,002,596	41,224,856	2.05%
2010-11	2010		1,909,804,273	153,239,430	23,811,840	2,086,855,543	30,852,947	1.50%
2011-12	2011		1,941,070,117	167,236,934	24,850,996	2,133,158,047	46,302,504	2.22%
2012-13	2012		1,986,569,105	175,936,820	25,197,699	2,187,703,624	54,545,577	2.56%
2013-14	2013		2,003,125,666	218,312,023	23,571,943	2,245,009,632	57,306,008	2.62%
2014-15	2014		2,055,322,511	194,091,223	21,862,247	2,271,275,981	26,266,349	1.17%
2015-16	2015	*	2,025,854,870	203,462,410	23,659,502	2,252,976,782	(18,299,199)	-0.81%
2016-17	2016		2,096,689,403	214,258,835	23,339,069	2,334,287,307	81,310,525	3.61%
2017-18	2017		2,161,886,628	225,554,436	24,146,744	2,411,587,808	77,300,501	3.31%
2018-19	2018		2,227,576,840	239,984,833	24,255,332	2,491,817,005	80,229,197	3.33%
2019-20	2019	*	2,457,838,541	235,337,662	25,376,343	2,718,552,546	226,735,541	9.10%
2020-21	2020		2,506,666,887	272,957,278	24,344,390	2,803,968,555	85,416,009	3.14%
2021-22	2021		2,565,029,793	294,128,254	27,005,716	2,886,163,763	82,195,208	2.93%
2022-23	2022		2,666,818,500	287,958,000	27,005,700	2,981,782,200	95,618,437	3.31%
2023-24	2023	*	4,029,203,000	305,262,000	27,795,000	4,362,260,000	1,380,477,800	46.30%

Neutral Property Tax Increase

Town of Southern Pines

Note: The top part of this worksheet is used as working papers to make it easier for you (counties and municipalities) to calculate amounts that should be used in the actual

Revaluations as of:
January 1, 2019 and 2022

Fiscal year		Assessed Valuation as of June 30	Annexation (Deannexation)		Total Adjusted for Annexation or Deannexation	Valuation Increase	Percentage change
2023-24		4,362,260,000		20-21	4,362,260,000		
				19-20	2,981,782,200		
2022-23	**Revaluation 1/1/2023**	2,981,782,200	2,071,740	19-20	2,979,710,460	93,546,697	3.24%
				18-19	2,886,163,763		
2021-22		2,886,163,763	13,868,240	17-18	2,872,295,523	68,326,968	2.44%
				16-17	2,803,968,555		
2020-21		2,803,968,555	-	16-17	2,803,968,555	85,416,009	3.14%
				15-16	2,718,552,546		
2019-20	**Revaluation 1/1/2019**	2,718,552,546					
							2.94% **Average growth % Doesn't include revaluation increase**

			Tax rate	Estimated tax levy
Last year prior to revaluation				
2022-23	2,981,782,200		0.4000	11,927,129
First year of revaluation			**Tax rate to produce equivalent levy**	
2023-24	4,362,260,000		0.2734	11,927,129
Increase tax rate for average growth rate			**rate, to be included in budget ordinance, adjusted for growth**	
2023-24	4,362,260,000		0.2815	12,277,785
			Increase in Tax Levy	350,657
			Average Percentage Increase	2.94%

REPLACED REVENUES (ARPA) ACCOUNTING

Date	Project	GF	Balance	UF	Balance
9/13/2022	Funding Allocation	$ 3,063,114.00	$ 3,063,114.00	$ 577,148.00	$ 577,148.00
11/15/2022	Memorial B Lights	$ (160,000.00)	$ 2,903,114.00		
11/15/2022	Campbell Fencing	$ (30,000.00)	$ 2,873,114.00		
11/15/2022	Pool Improvements	$ (134,460.00)	$ 2,738,654.00		
1/10/2023	Funding Allocation	$ 859,096.00	$ 3,597,750.00	$ 171,790.00	$ 748,938.00
2/14/2023	Yard Debis Project	$ (726,000.00)	$ 2,871,750.00		
3/14/2023	PickleBall Conversion	$ (40,000.00)	$ 2,831,750.00		
7/1/2023	DT Park Surface	$ (171,126.00)	$ 2,660,624.00		
7/1/2023	Pool Park Surface	$ (123,225.00)	$ 2,537,399.00		
7/1/2023	Pool Bathhouse	$ (350,000.00)	$ 2,187,399.00		
7/1/2023	Unpaved Rd	$ (150,000.00)	$ 2,037,399.00		
7/1/2023	DT Brick	$ (35,000.00)	$ 2,002,399.00		
7/1/2023	Optimist Fence	$ (110,000.00)	$ 1,892,399.00		

Yellow: FY23 transfers to be attributed
Green: FY24 proposals for funding
Orange: Other projects submitted for consideration

Project	Amount	25%	Avail. FB	
			$ 392,027.00	
Decrease to .29	$ (429,682.00)		$ (37,655.00)	
Comm. Position	$ 51,117.00	$ 12,779.25	$ 26,241.25	
Eng. Tech	$ 65,816.00	$ 16,454.00	$ 108,511.25	
Street sign toppers	$ 15,000.00	$ 3,750.00	$ 127,261.25	
HR Training dollars	$ 20,000.00	$ 5,000.00	$ 152,261.25	
PD paint	$ 55,335.00	$ 13,833.75	$ 221,430.00	
PD Tactical Veh.	$ 322,000.00	$ 80,500.00	$ 623,930.00	**and/or**

CPL ARCHITECTURE ENGINEERING PLANNING CPLteam.com

Date
March 30, 2023
Project Number
R22.16806.00

DRAFT

WHITEHALL MASTER PLAN
Southern Pines

SCALE: 1" = 100'-0"
NORTH

Master Plan Concept Review

TOWN OF SOUTHERN PINES NORTH CAROLINA

WHITEHALL MASTER PLAN PROGRAM NARRATIVE: **March 30, 2023**

The following is a descriptive narrative of the Whitehall Park Master Plan. The various components of the program are identified by a number and a name on the Master Plan Illustration. A description follows in this narrative to explain each item and element of the approved program. Many of the smaller program items cannot be shown on the plan and are explained in the narrative.

1. **Reservoir Park Entrance:** This is the main entrance to Reservoir Park. Several trail systems converge at this point so that the entrance can also be identified as access to Whitehall Park. This will require a new entrance sign, lighting, and landscape. Near the entrance is parking lot #2 that identifies this area as a trailhead for Reservoir and there is also the potential for a connection to the Southern Pines Greenway by Central Drive and following the gas easement up to Cherokee Road. See (31) of the narrative.

2. **Parking Area #2:** The topography in this area is relatively flat and near the trails that lead into Whitehall Park. This spot becomes a 2nd trailhead for both parks and picks up users who may be going to Reservoir Park for the trails and do not want to get into the crowds at the lake. This will relieve some pressure off the lake parking lot. Parking will be spread out under the trees so that no large trees are lost. Picnic tables and benches will be spaced around the edges of the park so users can post-up or take a break before or after their trail use.
   The Conservation easement does not allow for paved parking in the easement, so the spaces will be on the Reservoir Park property or be gravel parking only. The access road will have a control gate to manage the parking separate from the lake access road.

3. **Reservoir Bike Trail**: A multiuse paved trail adjacent to the existing entrance road connects the entrance to the Lake Parking lot. Users are separated from entrance road and are part of the overall multiuse paved Perimeter Trail system that encircles all of Whitehall Park, connects to the parking lots and creates a loop around the parks. The multiuse paved trails can be used by all members of the family. The trail weaves between the large trees as it runs adjacent to the (# 30) Reservoir Park Entrance Road. Patrons can begin at parking lot #2 and ride their bikes into Reservoir Park or connect to the other trails in Whitehall Park.

   There is a small wetland that was created by the entrance road construction. It lies along the identified course of the trail and offers an additional attraction. The wetland is crossed by a boardwalk to give users closer access to this unique ecological feature that harbors a unique variety of native flora and fauna. Educational/interpretive signage is located along the trail as well as rest stops, and wetland overlooks.

   The overall perimeter trail also serves as a protective firebreak to the properties outside the park and provides fire and emergency personnel quick and easy access to the edges of the burn sections.

4. **Longleaf Preserve:** The majority of the vegetation in this area is longleaf pine and inside the conservation easement. The area needs to be preserved and restricted to only trails and burn areas. Efforts to get RCWs to move into this area will enhance the natural uniqueness of the space. Town needs to work with a forester to establish a ‘Burn Plan” for the site and to plant additional Longleaf seedlings to start a replacement cycle on the pines.

5. **East Side Perimeter Multi-use Trail:** The Perimeter Trail runs along the inside of the east border of the park adjacent to the residential properties. The trail provides excellent access and good protection for the control burn sections that are behind the houses. The trail identifies the boundary of the site for the park users and residents. Adjacent owners can access the park by stepping onto the trail. Residents are free put-up privacy and security fences along this line if they so desire. This component of the overall park program is to have usable paved trails that are separate from the soft surface trails and preserve areas thus providing ADA access as well as accommodating strollers. By placing the multiuse trails on the perimeter, it leaves the inside of the park natural and relatively undisturbed. Part of the old existing dirt trail and road are used to make this route. Educational/interpretative signage could be located along the trail.

   The Three Rivers Conservancy, that holds the easement on Whitehall, explained that the Conservation easement does not exclude bikes, but it does exclude impervious paving. The trails can be crushed gravel or pervious asphalt as long as the construction does not damage the forest. Most of this section of trail already exists as a cleared dirt walking trail.

6. **East Side Nature Trails**: A series of soft nature trails that range from wide to narrow with a variety of different surface treatments from natural soil to mulch or fine gravel screenings. These trails are purposefully kept to the interior of Whitehall Park and connect to the other trails forming a woven network. The multipurpose trails and nature trails create a network of trails that become the edges and borders of 15 – 20 acre burn areas. Alignment of the nature trail runs along both sides of the creek is intended to isolate the creek bank area as a specific burn section. Maintenance methods and burn procedures for stream banks are different from the open pine forests. This allows the Burn Team to address the stream area independent from the longleaf pine and woodland sections. Much of the old existing dirt trails are used to make the interlaced routes. The nature trails also connect to other trail routes and amenities throughout the park. Elizabeth Rounds Park (#8) becomes a trail head for Whitehall Park. Educational and interpretive signage is placed along these trails the highlight the native flora and fauna.

7. **Entrance Loop Road:** Because the driveway through the (10) RCW area cannot be widened, the access road to the house is planned as a one-way exit lane for a loop road beginning at Elizabeth Rounds Park (#8) The two-way entrance road continues to parking lot #1 and across the small creek with an arched culvert bridge. From the bridge it becomes a one-way road that follows an old roadbed up to the open field (13). The field serves as overflow parking for big events. From the field, it loops around the carriage house and connects to the drop off in front of the Main House. It continues along the old driveway as an exit from the park. It connects to the future Indian Trails Road (22). The new road becomes and entrance to Elizabeth Rounds Park and the new parking lot 1. This allows patrons to come and go from the parking lot through the main entrance. Any new service utilities to the main house will also follow this same route.

   The combined entrance, loop road and parking lot 1 will keep vehicle traffic isolated to this corner of the park and not penetrate the interior of the park. Emergency vehicles will enter and exit by this same route.

8. **Local Park Improvements:** Elizabeth Rounds Park will continue to function as a children’s park, but its restroom and close proximity to the perimeter trails, parking lot 1, and soft surface trail system makes it a perfect trail head. It places the entrance, parking, and trailhead close to Pee

Dee Road for a greater visibility to the public. This arrangement provides a much-needed trail restroom without having to build a new one inside Whitehall. The existing trail in Elizabeth Rounds will tie to the East side Perimeter trail. The grass open area can serve as a group gathering space from the buses in the parking lot and can be an overflow parking area during major events. The presence of the play structure also relieves some of the pressure to include a structured playground inside the Whitehall Park site.

9. **Main Parking Area #1**: This area is the perfect location for developing the main entrance parking lot. There are tall, scattered pines on flat topography where parking can be easily spaced out under the trees without clearing the trees. The area can accommodate upwards to 100 cars, if desired, with very little impact on the overhead canopy. The site is also close to Pee Dee Road and not deep inside the nature park, thus keeping vehicles isolated at the edge of the park. Using the multipurpose trail as walkway access to the main house allows the parking to be used for all types of events and activities. All the trail systems converge here with a bathroom in proximity making it the perfect trailhead. The (10) RCW Preserve is very close, so Senior Citizens who come to see these rare birds, do not have a long hike to see them. Hard surface roads and trail connections make the route ADA. Picnic tables are scattered around the edges of the car and bus parking for post-up and rest before or after visiting the park.
   The trail from the parking leads right up to the access point up to the porch and down to the basement. The porch overlooks the RCW preserve (10), so it is a great vantage point to orient visitors to see the RCW area with set up telescopes as well as cover from the weather. The basement will be a museum, orientation, video, gift shop for the people who come to see the RCW. There are restrooms in the basement. Both the porch and the basement serve this function well and can be sealed off from the rest of the house. Many visitors will come to Whitehall just to see the RCW so this is a very accessible corner of the overall park that can function independently from the rest of the park.

10. **RCW Preserve:** A 200-foot setback is identified around each nesting tree starting from the most outside tree. This area is off limits to any new development or activity. The existing tennis court will be converted to a viewing blind for those who wish to sit in the space and wait to see the birds. The preserve is surrounded by trails and roads so that it can be effectively controlled and protected during a burn session without danger of fire escaping into the RCW area or affecting the house. Maintenance of the RCW are can also be kept independent of the other forest maintenance activities. The limits of the RCW Preserve can have a series of marker on its perimeter to set it apart as a separate management area for the birds. Law prohibits use of machinery in the RCW areas, so all maintenance work is hand done.
    Since the RCW is one of the premier attractions of the park, having it clearly identified and isolated, helps manage the people who come exclusively to see it. They can park nearby, walk to the house, observe the birds, and go back as they came. The basement of the house is set aside as a welcome, orientation, museum, and educational center for the RCW attraction. Educational/interpretive signage is to be located in the preserve and throughout the park.

11. **RCW Area Expansion**: The Red Cockaded Woodpeckers are one of the main reasons people will come to Whitehall Park. The current area is relatively small and will be under pressure based on the increased visitation. Therefore, there needs to be an area to expand the location of the RCW nesting trees. The area between the Main House and parking area is a perfect location and has the kind of vegetation to support the use. The location works well with the parking lot

location and the proposed visitor center in the Main House. There could be other areas of expansion on the property also (#4).

12. **VIP Parking*:*** Although there is a parking lot for the park, there is the need for some parking closer to the house for caterers, instructors, guests, managers, maintenance, staff etc. This location is close to the house and Carriage House, but somewhat out of sight. It also serves bus parking especially with restrooms in the Carriage House. Suggest a patio extension on the side of the Carriage house to extend the uses as an indoor and outdoor venue toward the view. The building will prevent view of the buses and cars from the open area. Great place to offload school tours and groups.

13. **Open Field:** Due to it being adjacent to loop road, the open field can serve as an overflow parking area during major events. This area is roughly an acre and could accommodate up to 90 cars. Due to its location adjacent to the proposed (15) dog trails, this space could also be designated as an off-leash area at certain times and days of the week for dogs. That will give dog walkers a place to release their pets and still keep dogs from roaming free in the rest of the park.

    The northwest area of the field is the best location for agriculture plots as a community garden. The segregated location keeps the field better protected from park users. The entire field should be fenced to protect the proposed crops and plants from local wildlife and to contain the off-leash dogs.

14. **Picnic Area**: The area is centrally located between the (18) fruit orchard, barn, (13) and open field and is adjacent to the (16) multiuse trails and (15) dog trails. The trees are tall and shady so when the underbrush is cleared the area will feel open with clear views of all the surrounding amenities. This area will become the central gathering place for people to post up while in the park or picnic on the grounds. Scatter a series of picnic tables, trash receptacles, grills, benches and some bench swings in the shady areas. Add at least two (2) small picnic shelters that have 4 to 6 tables each. Because it is adjacent to the multiuse trail, this may allow vehicles to access the area for picnics and events.

15. **Dog Trails**: A series of narrow dirt or mulch trails weaved through this section of the park specifically for people who want to walk their dogs. The dogs would have to be on leash, but these trails are exclusively for dogs and are open all year. The trails layout to create loops so a person can walk a long time and make different loops and routes as desired. Dogs coming into the park will be restricted to stay along the direct routes to the dog trails from the central multiuse trail or parking lots. This will help to preserve the other natural and wildlife areas of the park from the impact of dog use. The intent is to separate dogs from other uses and give them an exclusive area to walk their dogs. Trail benches and a small shelter are included as amenities for the dog owners. Other Park visitors may use the dog trails. if they desire, but they must be willing to encounter dogs.

16. **Central Multi-use trail**: A central multiuse trail that connects the (7) loop road over to (30) Park Entrance Road IN Reservoir Park. The central multiuse trail is 10’ wide to accommodate emergency, service, police, and maintenance access. All other multiuse trails in the park will be 8’ to 10’ wide depending on the location and use. The trail runs just outside of the forest edge of the picnic area, adjacent to the open spaces and is part of the (21) bike trail system.

This central trail serves as an access road from the parking area to the barn for events. A drop-off space is be added as part of the barn, for brides and other VIPs.

17. **Wildflower Meadow:** The open space is converted in a native wildflower meadow. The wildflower seed mix will include annuals and perennials to give longevity and variety to the color. A small viewing platform and photo spot is set on the south end of the meadow for good sun exposure and long views of the flowers. The deck includes bench swings and a shade arbor. Native bee boxes and honeybee hives may be located in the nearby woodlands to help with pollination of the flowers and trees. The town can schedule an annual 'Flower Pick' in the field as a revenue generator.

18. **Fruit Orchard:** An area of open land that is best to add multiple types of fruit trees to develop an orchard, especially adjacent to the wildflowers that draw pollinators. A grape arbor and viewing platform can be set at the end of the space to function as an amenity and stage for weddings or photos. Events themed around harvest time will work well with this amenity The events could be staged off a patio adjacent to the barn. The Southern Pines area is famous for peach trees. Various varieties of peach should be considered for the orchard. A fruit orchard grower should be consulted on how to establish the orchard.

19. **Pecan Orchard**: There are several sizeable nut-bearing pecan trees already in this location. The trees need prescriptive treatment and pruning from neglect. New trees should be planted to replace the existing ones as they grow old. Open the side of the barn facing the grove and create a patio or paved area as an outdoor extension of the barn. The patio will accommodate a variety of uses based on what activities or events occur in and around the barn. Events based on harvesting the nuts can be planned for this feature and carried out using the patio as the base. A pecan grower should be consulted on how to establish the grove.

20. **Open Space Lawn:** The open space event lawn is a central feature of the park. It offers a wide variety of opportunities for events and activities. It can be used by large crowds or a single individual. It should be kept in a mowed condition that is comfortable year-round for planned and impromptu activities and events. A couple of the larger single trees in the open can be leased out as Climbing Trees. A small (25) stage is located on the western end of the lawn to accommodate small events. A (28) perimeter trails is placed around the edges of the field and along the tree line to define the space. The trails are used to contain the burn process for the lawn. Burning a grass field is the best way to maintain the health of the turf. However, a grass burn is different from a forest burn.

21. **Loop Trail**: A paved loop paved trail around the edges of the four defined open spaces will be one of the most desirable and used features of the park. The trails follow around the edges of the event lawn, pecan grove, fruit orchard and wildflower meadow just outside the tree line. Because it is a paved multiuse trail in a loop layout, it can be used in a wide variety of manners. Every event in the park will use the trails for access, service, and circulation. The trails also function to isolate the grass, pecan grove, fruit orchard and wildflower meadow separately, so each unique area can be effectively managed differently or burned as needed without encroaching on the forest preserve. The loop trail connects the major features of the park and the educational signage associated with each. The trail can be first established as a gravel trail and later topped with asphalt.

22. **Road Extension:** We anticipate that Indian Trail Road may one day be extended. If not, it can still be extended to service the park trails and the (24) stage area. Any utility services needed can be buried alongside this road to the stage without cutting through the park.

23. **Back Stage:** A small parking lot designed under the trees and located to allow access to back of the (24) presentation patio area for presentations, speakers, events etc. The lot prevents users from dragging their vehicles and materials through the park and across the event lawn to reach the (24) presentation patio. It also serves as a small trail head for patrons of the park who want to use the trails and avoid mixing with major events at the house or barn.

24. **Presentation Patio:** A small, informal, paved area with minor electrical and audio services built into the back side seat wall. The space is not meant to be a large amphitheater, but a small venue for minor outdoor events. It is not meant to compete with the downtown stage at Sunrise Theatre. It will have no formal seating, only laying out on the grass of the open space event lawn. Tent covers can be used over the patio as needed or set up with portable stages.

25. **Pond:** Restore the pond and raise the water level to a more attractive appearance and establish waterfowl attractions, fishing dock, and perimeter trails.

26. **Longleaf Preserve**: Area that has some of the best Longleaf habitats in the park. It is isolated for management and preservation. Only the (27) nature trails pass through the area and are laid out to serve as access and breaks for fire control. The trails also connect directly to the (29) parking lot at Reservoir Park to establish an additional trail head access point.

27. **West Side Nature Trails**: A network of soft surface nature / walking / hiking trails that allows patrons to access and enjoy the longleaf preservation areas and other amenities in the park. The trails connect to the Reservoir parking lot to allow access from that trail head as well. The trails are laid out to break the park into various 15 – 20-acre sections for the Burn Program. Most trails follow existing trails and routes. Some of the existing trails need upgrading to cover the roots and stumps and prevent them from being hazards.

28. **Westside Perimeter Trail #2:** The rest of the overall multipurpose Perimeter Trail system that surrounds the park for fire management control and as a overall loop bike trail system. It begins at any of the four corner trailheads and continues to each trailhead without backtracking. The westside section of the trail connects (23) back stage trailhead to Reservoir Park and its existing internal trail system. It also connects a walking trail to the existing disc golf course.

29. **Reservoir Parking Lot**: The existing Reservoir Park parking lot is under pressure to serve the lake and the trail systems. By connecting the bike trails and nature trails to this parking lot, it becomes a more diverse and centralized trailhead where more activity and amenities converge. The existing lot becomes one of the four corners of Whitehall Park that serves as a trailhead network to provide easier access to Whitehall Park.

30. **Entrance Road**: This is the existing Entrance into Reservoir Park. It is so close to the edge of Whitehall Park that it can easily become an integral part of the overall park circulation system and provide access to both parks. A parallel bike trail is identified along the side of the entrance road to allow users safer access to the park without mixing with cars.

31. **Pipeline and Greenway Extension Trail**: The Dixie Gas Pipeline easement extends from the entrance at Reservoir Park on Highway 22 eastward to Cherokee Road. It is possible to extend the trail across Central Drive at the entrance to Reservoir Park and over to Cherokee Road. Follow the Cherokee Park Road north 300 feet and connect to the existing Southern Pines Greenways trail that goes back westward to the lake in Reservoir Park. This will create a large loop around Mill Creek as part of tying Whitehall Park and the overall Southern Pines greenway system together. It may be possible to connect under Cherokee road to the Lake. (1)

32. **Main House:** The architectural detailing and adjacent outdoor gathering spaces of the house suggest that it should be preserved and put on display to the public. The organization of the interior spaces lends itself to programming several different functions. Several exterior entrances provide separate entry points to help reinforce the idea of multiuse programming. Accessibility and building systems upgrades remain the biggest hurdle when considering options for reuse, but the craftsmanship and detailing beauty far outweigh the complications for renovation.

33. **Barn:** It was originally a Chicken House. While the barn will need some major upgrades for it to support the proposed functions, the layout and adjacent covered space make it appealing to house a variety of activities. The large open interior space can serve as a park and recreation storage facility with minimal cost impact. If desired, a heavier renovation could yield wonderful gathering/reception space that could facilitate a vast number of Town activities and functions. Bathrooms added can be accessible with doors on the inside and outside.

34. **Carriage House:** This structure lends itself to a support space function for the park visitors. The slab on grade foundation makes it easy to account for accessibility and the existing bathroom allows for a cost-effective enhancement and additional bathrooms or other building services. The architectural character and interior layout of the carriage house make it suitable for a multi-function program that could serve the park from a small event space standpoint as well as park amenities for adjacent park programming. Pedestrian doors must be added on the woodland side to meet code. A small arrival patio and view patio can be added.