



# **Town of River Bend**

**Fiscal Year  
2022-2023**

**Budget Workshop**

**Session I**



**This presentation and all  
future presentations for the FY22-23 budget  
workshops will be  
available on the Town's webpage at:**

**[www.riverbendnc.org](http://www.riverbendnc.org)**

**Note- these presentations are subject to change  
after being posted. Until the budget is officially adopted  
by Council, it is simply a proposal based on data as of 4-19-22.**

# Town of River Bend

## Mayor and Town Council Priorities for Fiscal Year 2022-23 (approved 1-20-22)

Maintain a commitment to the Council-Manager form of government, and to support an adequate and well-trained staff to serve the current and future needs of the community.

Continue to cooperate regionally and with other municipalities and, where appropriate, share ideas and resources.

Continue to work with advisory boards as a means to encourage citizen participation in Town government.

Continue to be good stewards of the natural environment through planned stormwater and floodplain management efforts.

### Our Vision Statement

River Bend is a dynamic and uniquely located waterfront and golfing community well prepared to benefit from the area's historical and natural resources. By protecting its assets and actively fostering a diverse multi-aged population, the River Bend community will continue to be a safe, attractive place to live and will be competitively positioned to participate in the broader area's economic and population growth.

Continue to employ sound fiscal management practices to ensure the long-term financial viability of the Town.

Continue to operate wastewater treatment facilities to maintain regulatory compliance and serve the current and future needs of the Town.

Continue to provide a safe, dynamic, and attractive community for people of all ages, and continue to address the changing demographic composition of the Town.

Maintain a visionary posture, acknowledging that change is inevitable.

Continue to conduct the business of the Town with complete transparency and integrity.

Continue to provide safe drinking water and quality treatment of wastewater through sound maintenance of the current systems and continued prudent fiscal management of the utilities.

# **Town of River Bend**

**Fiscal Year 2022-2023 Budget Workshop**

**Date-April 26**

## **AGENDA**

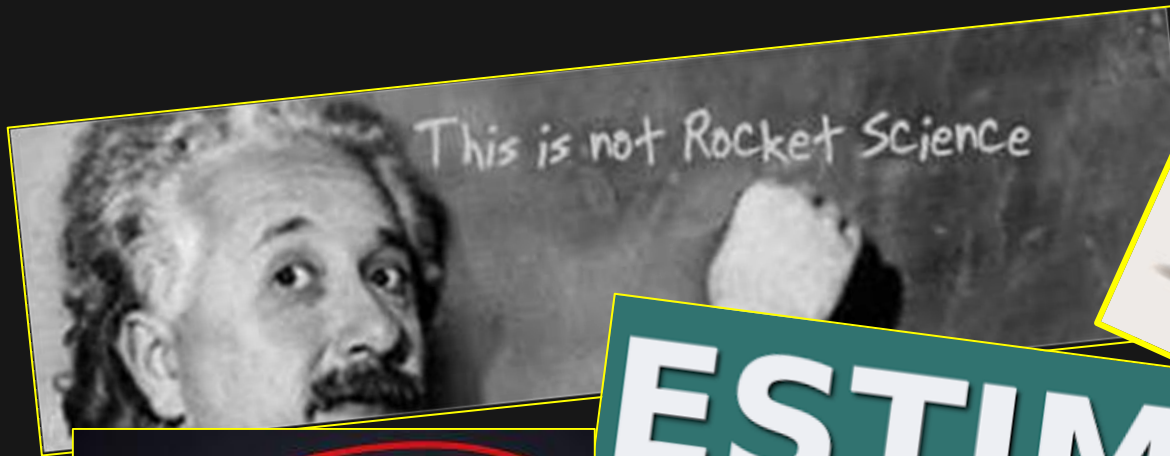
- 1. Employee Compensation and Benefits**
- 2. Labor Allocations**
- 3. Capital Improvement Plans**
- 4. Utility and Fuel Prices**
- 5. Governing Body**
- 6. Administration**
- 7. Finance**
- 8. Tax Listing**
- 9. Legal Services**
- 10. Elections**
- 11. Street Maintenance**
- 12. Storm Water**
- 13. Public Works**
- 14. Public Buildings**

Budgets are based on predictions and....



are subject to change throughout the year and throughout this process and are developed using the following ....





**AVERAGE**

**ESTIMATE**

**Predictions**

**Forecast**

**INDUCTIVE REASONING  
AND CONJECTURE**



## **FUNDAMENTALS OF BUDGETING-101**

One of the most important words in a budget is- ANTICIPATED

As noted on the previous slide, some synonyms of anticipated are: prediction and forecast. Others are: foresee, count on, bank on, expect and probable. All of these words have a similarity in that they all can also be interpreted as meaning- Uncertain, Not Guaranteed, Unsure and Speculative.

Two other very important words/components in a budget are Revenue and Expenditure. All dollars coming-in or going-out of a budget fall into one of these two categories.

The value of both of these components are set in a budget based on anticipated revenues and anticipated expenditures. A few of our expenditures are fixed or known. Most are not. Nearly all revenues are not fixed/known. By law, our budget must be balanced. That means revenues and expenditures must be equal.

Therefore, if the budget is balanced on day one with anticipated expenditures of \$3,000,000 and we do not realize \$3,000,000 of revenues during the year, our budget is no longer balanced. There are only two ways to balance it. We can either cut costs ( reduce approved expenditures) or increase revenues.



## **FUNDAMENTALS OF BUDGETING-101 (continued)**

On day one of our budget (July 1), 100% of our expenditures are authorized to be made. Put another way, on day one, we could go purchase everything that is approved for purchase in the budget. Authorized does not mean required.

On the other hand, on day one almost NONE of our revenues have been realized. In fact, until revenues are realized for that fiscal year, our fund balance is what we are using to pay for any expenditures whose costs exceed our revenues. Bills are due on July 1 before any revenues are realized.

Our revenues are realized over the course of the entire fiscal year. You get a report each month that shows the status of our revenues year-to-date. Some of the major sources, like sales taxes, are realized monthly. Others like utility franchise taxes are realized quarterly. Some, like Powell Bill come in twice per year. Property taxes come in every month but a majority are realized in Oct.-Feb.; about half in December alone. Utility fees come in every other month.

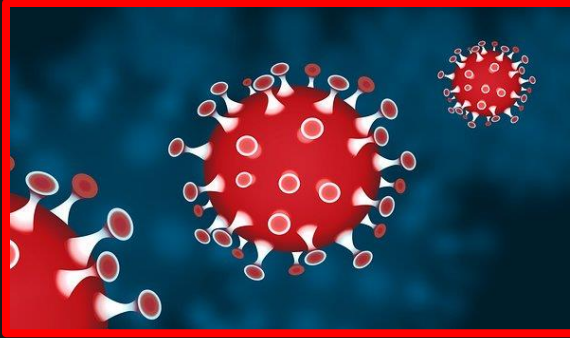
Knowing that all of these revenues are anticipated, it is prudent to make sure that they are realized before we make all of our approved expenditures. In a nutshell, make sure there is revenue to pay the bill before making an expenditure. And it's important to realize that some unanticipated expenditures may occur.

# Typical Family Vacation vs. Town Budget Process



Both the family vacation and the town budget have known and unknown costs. There is no way for the town to budget for every item exactly.





As was the case for the last two budget cycles, another unknown variable to contend with this year is the **continuing** worldwide impacts from the COVID-19 Pandemic. It's just too early to predict exactly what impact it may have on the FY22-23 budget.

#### Other Variables This Year

ARPA	Elections
Inflation	
	War
Supply Chain	
	Labor Market
Energy Costs	

Everyone does not see the same thing....

Faces



Vase

...even though they are looking at exactly what you are.  
Budgets are not necessarily about right vs. wrong.  
They are influenced by opinions and priorities. Ultimately,  
the only thing that matters is what the majority of Council  
agrees to for a budget.

# Employee Pay and Benefits

## Pay Plan

- Adjusted by +5.0%. COLA rate is typically based on US Department of Labor Consumer Price Index (CPI) data, which was +7.4% this year. A 5% COLA creates a 2.4% decrease in employee's purchasing power.
- Working well as incentive for staff to seek training opportunities

## Health Insurance

- Currently insured with Blue Cross / Blue Shield and will remain with BCBS
- The Town pays 100% of the employee premium
- Plan will continue with a \$1,500 HRA component
- Estimated 7.4% (\$50/month) total decrease in costs (premium+ HRA) compared to budgeted amount in FY21-22. Yes, decrease.

## North Carolina Retirement System

- LGERS increases this year from 11.35% to 12.1% for non-law enforcement, and from 12.1% to 13.1% for law enforcement
- No mandate to participate

## North Carolina 401 K

- State mandate to provide 5% contribution for law enforcement personnel
- Town provides, non-mandated, equal contributions for all full-time personnel



## Goals of the Compensation Plan

Maintain a compensation plan that recognizes the value of longevity

Maintain a compensation plan that places a value on education

Maintain position descriptions that accurately reflect the work being done

Maintain a compensation plan that recognizes the current competitive job marketplace

Maintain a compensation plan that recognizes outstanding performance

Maintain a compensation plan that recognizes individual achievement

Maintain a compensation plan that ensures competitive wages

# Cost of Living Data

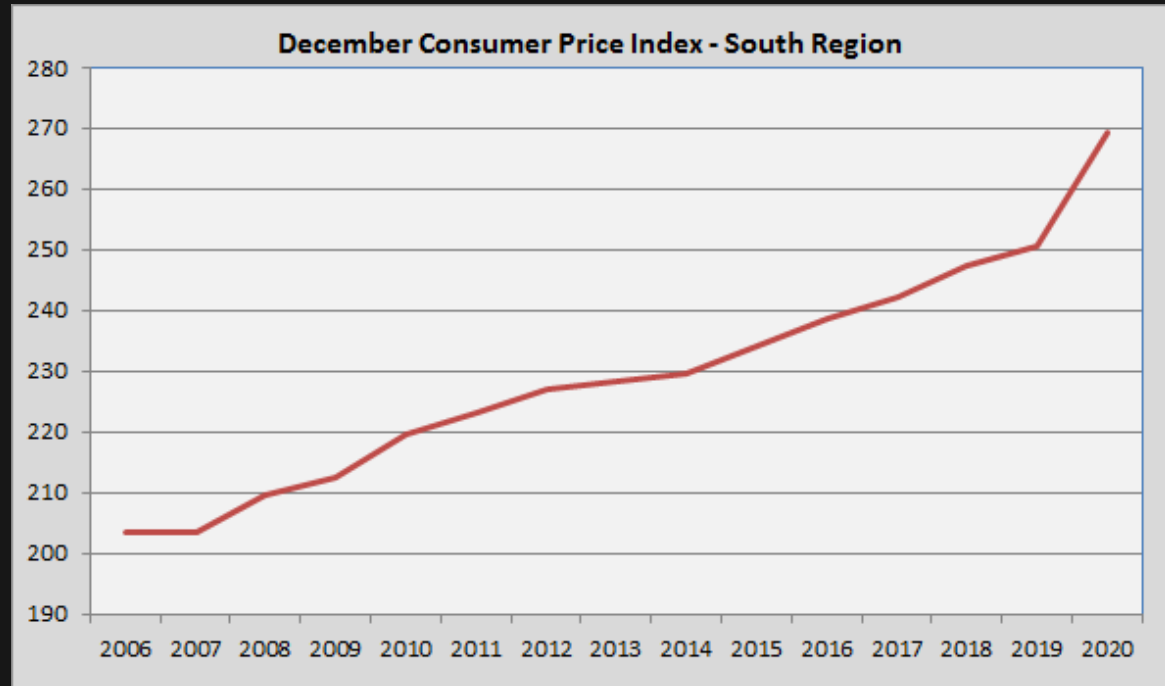
Year	Annual	Change
2002	174.60	2.5%
2003	177.50	1.7%
2004	183.30	3.3%
2005	190.10	3.7%
2006	194.80	2.5%
2007	203.46	4.4%
2008	203.50	0.0%
2009	209.48	2.9%
2010	212.49	1.4%
2011	219.47	3.3%
2012	223.11	1.7%
2013	227.08	1.8%
2014	228.45	0.6%
2015	229.58	0.5%
2016	234.20	2.0%
2017	238.51	1.8%
2018	242.15	1.5%
2019	247.29	2.1%
2020	250.69	1.4%
2021	269.26	7.4%

South Region  
 Not seasonally Adjusted  
 All Items  
**December Index** (1:9)



## U.S. Department of Labor Bureau of Labor Statistics

Data extracted on: January 12, 2022



This budget contains a 5.0% Cost of Living Allowance (COLA) in the pay plan which is 2.4% less than the increase in the Consumer Price Index (CPI) during calendar year 2021. This year is the highest CPI since 1981 when it was 11.4%.



# FY 22-23 Compensation Costs

## Local Government Employees Retirement System

January 28, 2022

*“The Board of Trustees of the Local Government Employees’ Retirement System (LGERS) voted Thursday to set the system’s employer contribution rate for fiscal year 2022-23, keeping with its April decision to amend the Employee Contribution Rate Stabilization Policy (ECRSP).”*

*“The ECRSP methodology (approved in April) plans for increases to the employer contribution rate by .75 percent each year starting in fiscal year 2023 and includes guardrails that provide the potential for decreases in the contribution rate starting in fiscal year 2026. The ECRSP also aims to move the employer contribution rate for law enforcement officers closer to the actuarially determined contribution rate by providing an .25 percent increase every year in addition to the .75 percent.”*

League Bulletin, NCLM

<u>Effective Date</u>	<u>Non-LEO “Base Rate”</u>	<u>LEO “Base Rate”</u>
July 1, 2023	12.10%	13.10%
July 1, 2024	12.85%	14.10%
July 1, 2025	13.60%	15.10%
July 1, 2026	14.35%	16.10%
July 1, 2027	15.10%	17.10%

*The dates and rates above represent the April 2021 amendment to the ECRSP. FY 22-23 is the first year of that 5-year forecast. This is subject to change based on many factors including the performance of the State’s investment portfolio. They need 6.5% growth to maintain this plan.*

# FY 22-23 Compensation Costs

All wages and benefits reflect a COLA increase of 5.0%

	22-23 Earnings	LGERS <sup>1</sup> 13.5/12.1%	401k 5%	Life Insurance	Medical Insurance <sup>2</sup>	TOTAL VALUE of POSITION <sup>3</sup>	FICA-ER 7.65%	Workers' Comp <sup>4</sup>	GRAND TOTAL <sup>5</sup>
1	110,822	13,409	5,541	641	8,100	138,514	8,478	953	147,945
2	69,501	8,410	3,475	403	8,100	89,889	5,317	154	95,360
3	45,630	5,521	2,281	265	8,100	61,797	3,491	101	65,389
4	40,899	4,949	2,045	238	8,100	56,231	3,129	91	59,450
5	39,696	4,803	1,985	230	8,100	54,815	3,037	88	57,939
6	52,400	6,340	2,620	303	8,100	69,764	4,009	1,103	74,875
7	80,998	10,611	4,050	468	8,100	104,228	6,196	2,253	112,676
8	59,223	7,758	2,961	342	8,100	78,384	4,531	1,647	84,561
9	42,103	5,516	2,105	246	8,100	58,070	3,221	1,171	62,461
10	51,788	6,784	2,589	300	8,100	69,561	3,962	1,440	74,963
11	49,815	6,526	2,491	288	8,100	67,220	3,811	1,385	72,416
12	41,274	5,407	2,064	238	8,100	57,082	3,157	1,148	61,387
13 <sup>6</sup>	29,159	0	0	0	0	29,159	2,231	811	32,200
14	77,838	9,418	3,892	449	8,100	99,697	5,955	4,297	109,949
15	47,391	6,015	2,486	288	8,100	64,280	3,803	1,383	71,788 <sup>7</sup>
16	43,415	5,511	2,277	265	8,100	59,568	3,484	1,267	66,445 <sup>7</sup>
17 <sup>8</sup>	38,529	4,890	2,021	234	8,100	53,774	3,092	2,231	60,985 <sup>7</sup>
18	38,914	4,939	2,041	238	8,100	54,232	3,123	2,254	61,516 <sup>7</sup>
18	33,551	4,060	1,678	196	8,100	47,584	2,567	933	51,084
19 <sup>6</sup>	14,985	0	0	0	0	14,985	1,146	644	16,775
20 <sup>6</sup>	12,530	0	0	0	0	12,530	959	417	13,905
<b>Totals</b>	<b>1,020,461</b>	<b>120,868</b>	<b>48,602</b>	<b>5,633</b>	<b>145,800</b>	<b>1,341,363</b>	<b>78,697</b>	<b>25,769</b>	<b>1,454,072</b>

1: LGERS increases this year from 11.35% to 12.1% for non-law enforcement, and from 12.1% to 13.1% for law enforcement.

2: This amount reflects an overall 7.4% decrease in costs from FY22 budgeted amount

3: Total economic value of the position to the employee.

4: 3% increase in workers' comp. insurance.

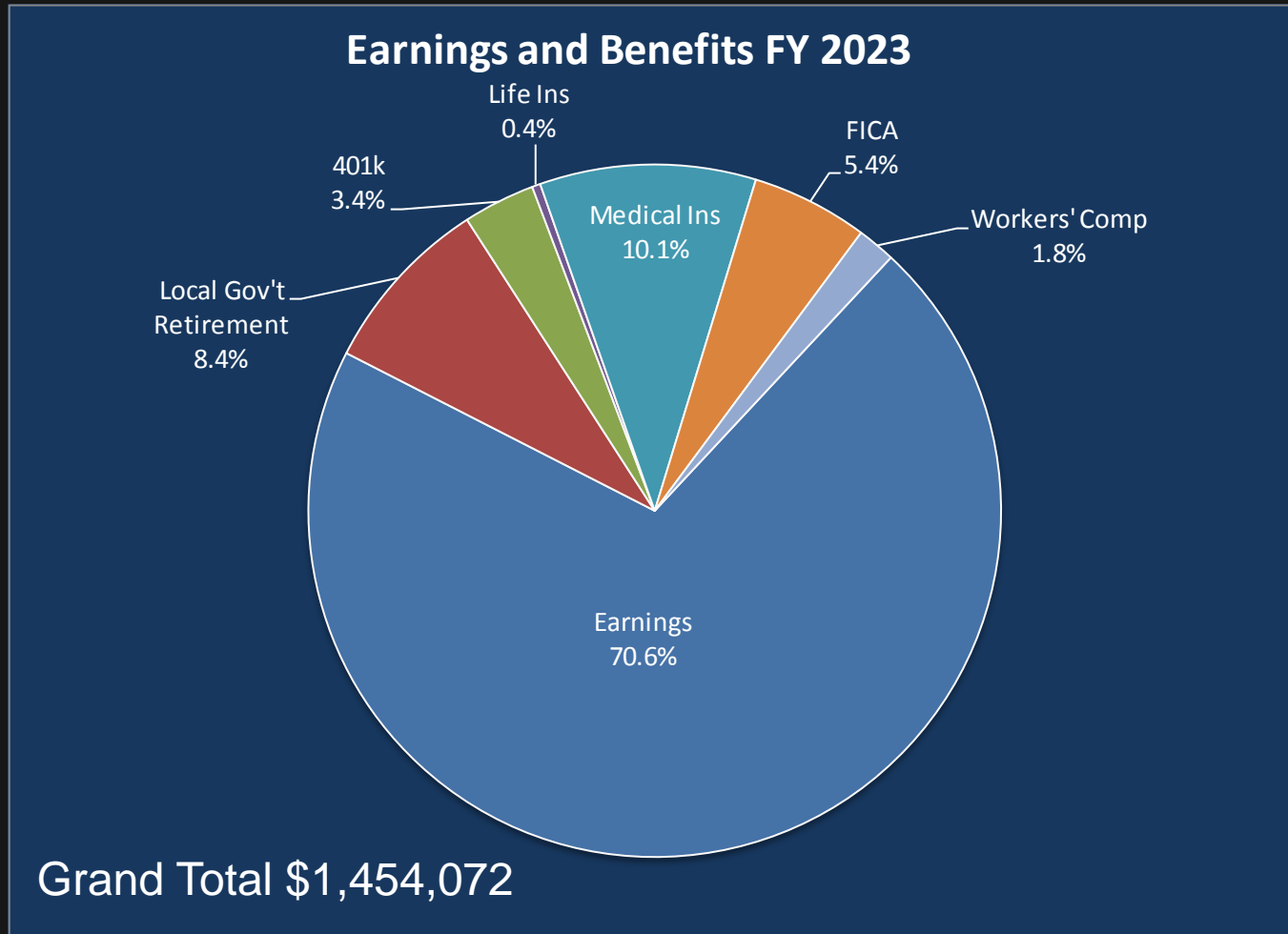
5: Total expense to the Town for the employee.

6: Part-time positions, (for police 1.5 positions- 1499 hrs. total with neither to exceed 999 hrs.)

7: Includes stand-by pay for Public Works employees

8: This Public Works position is currently vacant.

## FY 22-23 Compensation Costs



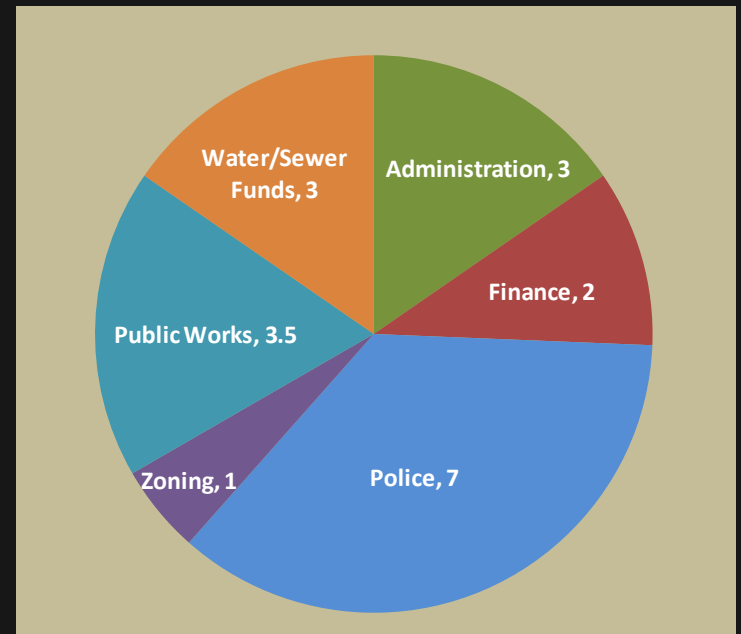
Change in Grand Total for all positions from  
FY 22 to FY 23 is + \$29,604 or + 2.1%

# Staffing Trends and Projection

Full-Time Equivalent Positions (FTE) - All Funds						
Fiscal Year	2022	2023	2024	2025	2026	2027
Administration	3	3	3	3	3	3
Finance	2	2	2	2	2	2
Police (2 PT officers)	7	7	7	7	7	7
Zoning	1	1	1	1	1	1
Public Works	3.5	3.5	3.5	3.5	3.5	3.5
Water/Sewer Funds	3	3	3	3	3	3
<b>TOTAL FTE</b>	19.5	19.5	19.5	19.5	19.5	19.5

We fund 18 full-time and 3 part-time positions which is equivalent to 19.5 full-time positions.

We also have 4 part-time class instructors, who are paid through class fees. These positions are not included in this chart.



## Our Current Allocation Table

	Water	Sewer	Gen. Fund
	%	%	%
Town Manager	20	20	60
Finance Administrator	25	25	50
Finance Assistant*	32.5	32.5	35
Town Clerk	5	5	90
Deputy Town Clerk	5	5	90
Assistant Zoning Administrator	20	20	60
Police Chief	0.5	0.5	99
Police Sergeant	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer (Part time)	0.5	0.5	99
Public Works Director *	30	40	30
Water Operator *	40	45	15
Water Operator *	40	45	15
Public Works	10	10	80
Public Works	10	10	80
Public Works	10	10	80
Custodian (part-time)			100

\*These four positions are primarily within the water/sewer department, so the General Fund pays the allocated portion of the cost of these employees to the Enterprise Funds.

Other positions that are allocated between the Funds are primarily General Fund positions, so the Enterprise Funds pays the allocated portion of the cost of these employees to the General Fund.

- This table reflects the approximate percentage of work being done by employees in multiple funds.

- Being a small town, we have multiple employees in multiple funds.

- We propose no changes this year.

# Allocations and Fund Charges

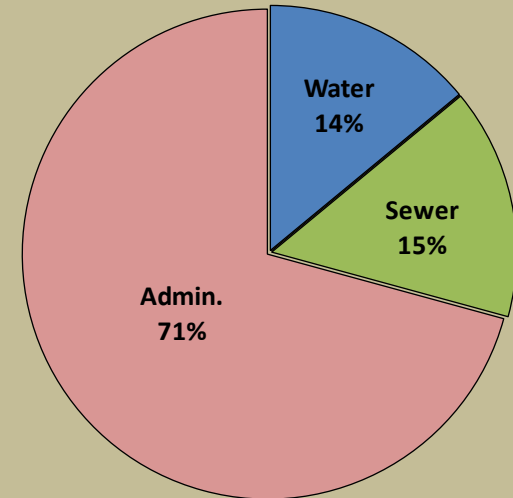
	Water	Sewer	Gen. Fund
	%	%	%
Town Manager	20	20	60
Finance Administrator	25	25	50
Finance Assistant*	32.5	32.5	35
Town Clerk	5	5	90
Deputy Town Clerk	5	5	90
Assistant Zoning Administrator	20	20	60
Police Chief	0.5	0.5	99
Police Sergeant	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer	0.5	0.5	99
Police Patrol Officer (Part time)	0.5	0.5	99
Public Works Director *	30	40	30
Water Operator *	40	45	15
Water Operator *	40	45	15
Public Works	10	10	80
Public Works	10	10	80
Public Works	10	10	80
Custodian (part-time)			100

\*These four positions are primarily within the water/sewer department, so the General Fund pays the allocated portion of the cost of these employees to the Enterprise Funds.

Other positions that are allocated between the Funds are primarily General Fund positions, so the Enterprise Funds pays the allocated portion of the cost of these employees to the General Fund.

General Fund Pays to Water	38,303
General Fund Pays to Sewer	38,303
Water Pays to General Fund	99,077
Sewer Pays to General Fund	99,077

Percentage of Total Payroll -  
By Fund Area (after allocations)



## Capital Improvement Plan

The River Bend CIP achieves five major objectives as a component of the Town's budget and financial planning process:

1. Helps the Town rationally and intelligently plan for the repair, replacement, and acquisition of capital items that are necessary in providing high quality services to the citizens of River Bend.
2. Assists in fiscal planning by forecasting capital demands together with future revenues and expenditures.
3. Ensures better coordination, evaluation, and planning of projects to serve the community and its needs.
4. Serves together with the annual budget and other financial plans as a guide to decision-making for the Town Council, Town Manager, and staff.
5. Serves as a systematic and comprehensive analysis of capital needs, increasing the probability of making rational budgetary judgments since improvements are identified, prioritized, and matched to the projected fiscal resources of the Town.



# Capital Improvement Plan – General Fund

CAPITAL IMPROVEMENT PLAN GENERAL FUND											
Fiscal Year											
Adopted Capital Funding	Funding Began	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	TOTALS
<i>Public Bld. &amp; Grounds:</i>											FYE 22-27
Storage Facility Maintenance	05-06							5,000			5,000
Facility Replacement	10-11	70,000	0	0	20,000	0	20,000	20,000	20,000	20,000	104,000
<i>Public Works:</i>											
Backhoe (\$75,000 total split with W&S)					25,000						25,000
Stormwater Maintenance	05-06	30,000	0	0	15,000	30,000	30,000	30,000	30,000	30,000	171,150
<i>Environmental - Waterways</i>											
Canal Maintenance (Dredging)	03-04	5,000	0	5,000	5,000	0	5,000	5,000	5,000	5,000	25,000
<i>Information Technology</i>											
Hardware replacement	10-11	2,000	0	3,000	2,000	3,000	3,000	3,000	3,000	3,500	19,000
<i>Parks, Rec. &amp; CAC</i>											
Town Commons development	03-04										0
<i>Vehicles (ref. veh repl schedule):</i>											
Public Works and Police	04-05	17,000	0	52,000	40,000	27,000	27,000	28,000	29,000	30,000	181,000
<b>TOTAL</b>		124,000	0	60,000	107,000	60,000	85,000	91,000	87,000	88,500	530,150
CAPITAL IMPROVEMENT PLAN GENERAL FUND											
CAPITAL RESERVE FUND	Beg. Balance	447,118	339,925	102,977	137,449	153,618	205,678	266,618	281,124	265,597	TOTALS
<b>Adopted Capital Spending</b>		FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FYE 22-27
<i>Public Bld. &amp; Grounds:</i>											
Storage Facility Maintenance											0
Wildwood Replacement		58,328	265,800								0
<i>Public Works:</i>											
Backhoe					25,000						25,000
Stormwater Maintenance		30,000	0	63,693	15,000	30,000	30,000	30,000	30,000	30,000	165,000
<i>Environmental - Waterways</i>											
Canal Maintenance & Dredging				58,000						5,000	5,000
Front Pond/Ritter Field Clean-out											0
<i>Information Technology:</i>											
Hardware replacement		3,142	5,800	2,970	3,850	3,000	3,504	3,300	3,500	4,000	21,154
<i>Parks, Rec. &amp; CAC</i>											
Grant matching funds											0
<i>Vehicles (ref. veh repl schedule):</i>											
Public Works				0	0	0	0	0	30,000	0	30,000
Police		26,000	29,000	40,000	0	0	0	43,000	44,000	45,000	132,000
<b>TOTAL</b>		117,470	300,600	164,663	43,850	33,000	33,504	76,300	107,500	84,000	418,754
<b>CAPITAL RESERVE FUND</b>	Interest Earned:	10,277	3,652	31	19	60	3,443	3,806	3,472	3,632	14,433
	Ending Balance:	339,925	42,977	-61,655	93,618	120,678	175,618	194,124	177,097	185,229	125,830

## Capital Improvement Plan – General Fund

Proposed Capital Funding	60,000
Proposed Capital Spending this year	33,000
Addition to Capital Reserves Balance	27,000
Capital Reserve Fund Balance	120,678

As shown on the previous slide, we are only funding capital projects in the amount of \$60,000. In addition to these, during FY22-23, we anticipate spending all or part of \$1,706,878 (hard costs) on other capital projects. Meter Replacement- \$602,500, Public Works Building-\$964,378 and Financial Software- \$140,000. Most, if not all, of the financial software costs will be paid during FY21-22 but a great deal of the actual transition labor will take place in FY22-23, thus consuming lots of town staff time (soft costs) in every town department. Luckily, most of the hard costs are funded by grants. However, there is a great deal of soft costs associated with every project. Our staff can only juggle so many projects. If funded, we may also have a \$250,000 drainage project during FY 22-23.

# Vehicle Replacement Plan

Vehicle Replacement Plan													
General Fund		2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Reserved		17,000	50,000	40,000	27,000	27,000	28,000	29,000	30,000	31,000	32,000	33,000	34,000
Life Cycle Current Vehicle													
Police Vehicles													
Veh #1	6 years 2016 Dodge			40,000						47,000			
Veh #2	6 years 2019 Dodge	39,000						44,000					
Veh #3	6 years 2020 Ford		40,000						45,000				
Veh #4	6 years 2020 Ford						43,000						51,000
Veh #5	N/A 2013 Dodge												
Total Police Vehicles		39,000	40,000	40,000	-	-	43,000	44,000	45,000	47,000	-	-	51,000
Public Works Vehicles													
Veh #1	12 years 2016 F-150										29,000		
Veh #2	12 years 2014 F-250							30,000					
Total Public Works Vehicles		-	-	-	-	-	-	30,000	-	-	29,000	-	-
Total Expended		39,000	40,000	40,000	0	0	43,000	74,000	45,000	47,000	29,000	0	51,000
Balance (end of FY)		16,086	26,086	40,000	67,000	94,000	79,000	34,000	19,000	3,000	6,000	39,000	22,000

This chart updated for FY23 budget and following years based on most recent purchase made in 2022.

Uses the 2021 state contract price for a Ford Police Interceptor as the base. Price does not include upfit cost for police vehicles.

Purchase price and reserved amount inflated by 3% each year then rounded to the nearest 1000th.

- ✓ Plan schedules the replacement of all six vehicles in the General Fund fleet, plus a spare vehicle for the Police Department.
- ✓ Plan projected to remain solvent through FY30-31, but will need annual review of assumptions.
- ✓ Plan assumes some residual re-sale value in the used vehicle rather than using a “run to fail” approach with little to no residual value. No vehicle scheduled to be purchased in FY 22-23

## Hosted Desktop Service:

No on-site servers

“Thin Client” workstations – owned by VC3

Pay fixed monthly cost for each workstation

Disaster recovery and 24/7 support included

Users can access their “desktop” from any internet connected device – quicker and more efficient disaster recovery. Will allow users to work from home.

No worries about not backing up a “C drive”

E-mail archive system included

Software (other than Springbrook) licenses and upgrades included

“Green” advantages – no servers running 24/7

# Information Technology System

VC3 IT Services FY22-23			
Annual Virtual Office Charges*			53,502
Smartnet license			500
3% increase annually per contract*			54,002
PRN Services:			
Engineering 20 hrs/year @	171.00	3,420	
Travel time - 3.5 x \$103/hr	360.50	721	
		4,141	
Website Implementation & Maintenance*			7,952
General	40%	26,438	
Water	30%	19,829	
Sewer	30%	19,829	
		\$ 66,096	

Virtual Office Cost Breakdown FY23			
	Count	Unit Price	Monthly Cost
Base VOA Infrastructure	1	693.88	693.88
Internet Link	1	218.55	218.55
VOA Seats	16	169.37	2,709.96
VOA Vendor Access	1	34.97	34.97
Virtual Servers	1	219.64	219.64
Dual Monitor	4	7.65	30.60
Office 365 & User Support	11	8.49	93.36
E-Mail Archiving	27	4.04	109.16
Office 365 Adv. Threat protection	27	2.19	59.01
Office 365 Azure AD Premium License	1	11.67	11.67
DarkWebID Domain Monitoring	1	60.10	60.10
Additional Storage	165	0.55	90.15
Additional Virtual Memory	0	28.41	0.00
SQL Access License	2	22.13	44.26
EDR for VOA	16	5.20	83.22
		Monthly	\$4,458.52
		Annual	\$53,502

## Cost Allocation:

Hardware – “Charged” to the area to which it is deployed.

Monthly virtual office charges, on-going support, and incidentals such as DSL back-up fees, and web site hosting are shared according to the recommended allocation. (40% general fund, 30% water, 30% sewer).

Total budgeted amount= \$66,096

## Risk Management

- Anticipating a 10% increase in property / liability rates – per communication with our agent on 3/31/2022. Premiums should rise to a total cost of \$57,518. This cost is shared between the three funds ( General / Water / Sewer). Added flood insurance coverage for two buildings following Hurricane Florence. Annual premium is an additional \$1,700 ( approx.).

We are budgeting for an increase of 10%, plus a \$1,500 deductible in each fund, for a total budget of \$63,718.

- Changed to NCLM for Workers' Compensation in FY 2011.

Saved premium dollars and received grants for safety equipment.

Budgeted a 3% increase in Workers' Compensation rates.

## Electricity Expense

Departments	FY 2022			FY 2023	
	Budget	Actual YTD	Projected	Forecast*	Budget
Water Supply	8,600	5,586	8,379	8,844	9,000
Sewer Collection	7,500	4,430	6,645	7,014	7,300
Sewer Treatment	28,500	16,276	27,901	29,448	30,000
Public Buildings**	19,100	9,929	14,894	15,720	16,500
Parks	5,200	3,334	5,001	5,278	5,400
Street Lights	44,000	18,640	42,660	44,579	45,000
<b>TOTAL</b>	<b>112,900</b>	<b>58,195</b>	<b>105,480</b>	<b>110,883</b>	<b>113,200</b>
* Forecast includes a 9% increase in costs, plus a 1% increase in demand in all accounts except street lights					
** Includes \$2,700 for gas for municipal building and town hall and \$4,306 for water					

Duke Energy Progress has no rate adjustment request before the North Carolina Utilities Commission at the present time. However, they do expect to present a fuel filing in June. If approved, the increase would go into effect on December 1, 2022. Their recent filing for another division within their company should give us an idea of their upcoming filing.

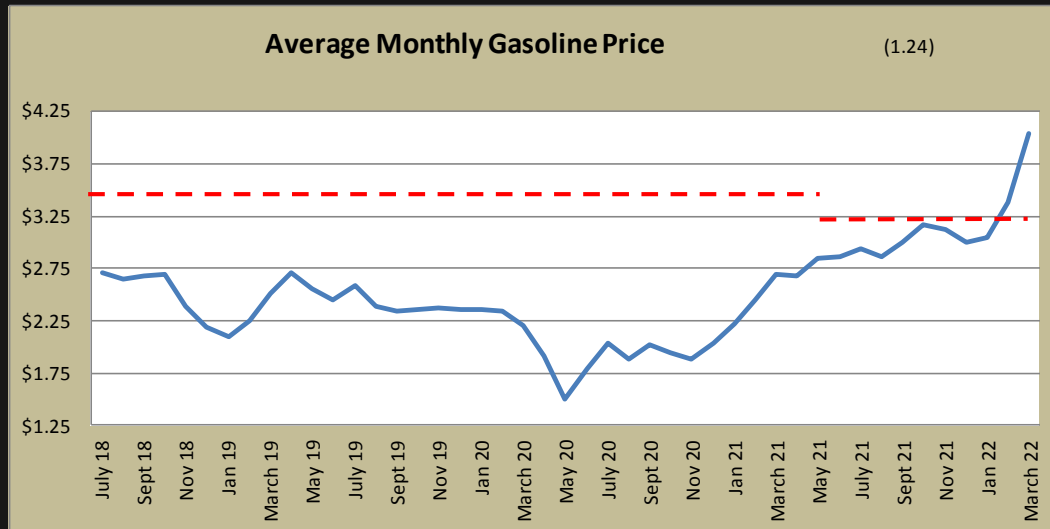
-Per communications with District Manager, Derrick Remer on March 29, 2022

*Based on this communication, I have included a 9% fuel increase effective December 1.*



# Gasoline Prices

Fiscal 18-19		Fiscal 19-20		Fiscal 20-21		Fiscal 21-22	
Month	Average \$/Gal.	Month	Average \$/Gal.	Month	Average \$/Gal.	Month	Average \$/Gal.
July 18	2.71	July 19	2.59	July 20	2.03	July 21	2.94
Aug 18	2.65	Aug 19	2.39	Aug 20	1.88	Aug 21	2.86
Sept 18	2.68	Sept 19	2.34	Sept 20	2.03	Sept 21	3.00
Oct 18	2.70	Oct 19	2.36	Oct 20	1.95	Oct 21	3.17
Nov 18	2.39	Nov 19	2.37	Nov 20	1.89	Nov 21	3.12
Dec 18	2.19	Dec 19	2.35	Dec 20	2.04	Dec 21	3.00
Jan 19	2.10	Jan 20	2.35	Jan 21	2.22	Jan 22	3.04
Feb 19	2.24	Feb 20	2.34	Feb 21	2.46	Feb 22	3.38
March 19	2.51	March 20	2.20	March 21	2.70	March 22	4.04
April 19	2.70	April 20	1.92	April 21	2.67	April 22	
May 19	2.55	May 20	1.51	May 21	2.84	May 22	
June 19	2.45	June 20	1.78	June 21	2.86	June 22	
<b>FY Avg.</b>	<b>2.49</b>	<b>FY Avg.</b>	<b>2.21</b>	<b>FY Avg. YTD</b>	<b>2.30</b>	<b>FY Avg. YTD</b>	<b>3.17</b>
<b>Our Budget</b>	<b>3.50</b>	<b>Our Budget</b>	<b>3.50</b>	<b>Our Budget</b>	<b>3.50</b>	<b>Our Budget</b>	<b>3.25</b>



Dashed red line is the budgeted retail cost per gallon and the solid blue line is the actual cost per gallon.

# Gasoline Prices



Independent Statistics & Analysis

U.S. Energy Information  
Administration

January 2022

## Short-Term Energy Outlook

### Forecast highlights

- This edition of the *Short-Term Energy Outlook* (STEO) is the first to include forecasts for 2023.
- The STEO continues to reflect heightened levels of uncertainty as a result of COVID-19 pandemic. Notably, the *Omicron variant of COVID-19* raises questions about global energy consumption. U.S. real GDP declined by 3.4% in 2020 from 2019. Based on forecasts that use the IHS Markit macroeconomic model, we estimate U.S. real GDP increased 5.7% in 2021 and that it will rise by 4.3% in 2022 and by 2.8% in 2023. In addition to macroeconomic uncertainties, uncertainty about winter weather and consumer energy demand also present a wide range of potential outcomes for 2022 and 2023. Supply uncertainty in the forecast stems from uncertainty about production decisions and the rate at which U.S. oil and natural gas producers increase drilling.

- U.S. regular gasoline retail prices averaged \$3.02 per gallon (gal) in 2021, compared with an average of \$2.18/gal in 2020. We forecast gasoline prices will average \$3.06/gal in 2022 and \$2.81/gal in 2023. U.S. diesel fuel prices averaged \$3.29/gal in 2021, compared with \$2.56/gal in 2020, and we forecast diesel prices will average \$3.33/gal in 2022 and \$3.27/gal in 2023.
- The natural gas spot price at Henry Hub averaged \$3.91 per million British thermal units (MMBtu) in 2021. Monthly average prices reached \$5.51/MMBtu in October, but they declined in November and December as mild weather prevailed across much of the country, resulting in less natural gas used for space heating. We expect Henry Hub spot prices will average \$3.82/MMBtu in the first quarter of 2022 and average \$3.79/MMBtu for all of 2022 and \$3.63/MMBtu in 2023.
- We estimate that U.S. liquefied natural gas (LNG) exports averaged 9.8 billion cubic feet per day (Bcf/d) in 2021, compared with 6.5 Bcf/d in 2020. We expect U.S. LNG export

- U.S. regular gasoline retail prices averaged \$3.02 per gallon (gal) in 2021, compared with an average of \$2.18/gal in 2020. We forecast gasoline prices will average \$3.06/gal in 2022 and \$2.81/gal in 2023. U.S. diesel fuel prices averaged \$3.29/gal in 2021, compared with \$2.56/gal in 2020, and we forecast diesel prices will average \$3.33/gal in 2022 and \$3.27/gal in 2023.
- The natural gas spot price at Henry Hub averaged \$3.91 per million British thermal units (MMBtu) in 2021. Monthly average prices reached \$5.51/MMBtu in October, but they declined in November and December as mild weather prevailed across much of the

# Gasoline Prices

ANALYSIS & PROJECTIONS

## SHORT-TERM ENERGY OUTLOOK

Release Date: Mar. 8, 2022 | Forecast Completed: Mar. 3, 2022 | Next Release Date: Apr. 12, 2022 | [Full Report](#) | [Text Only](#) | [All Tables](#) | [All Figures](#)

FORECASTS ▾

MARKETS REVIEW ▾

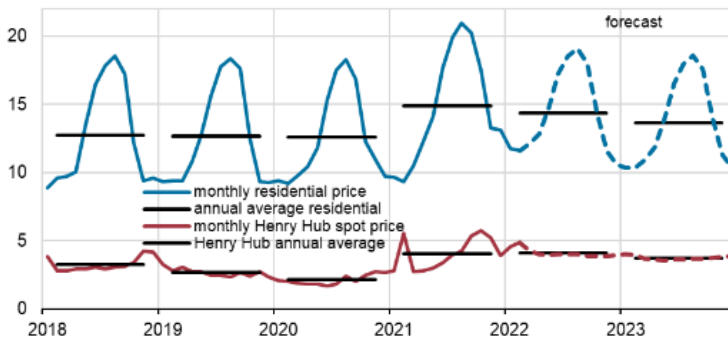
DATA ▾

SUPPLEMENTS ▾

GLOSSARY ▾

FAQS ▾

**U.S. natural gas prices**  
dollars per thousand cubic feet



Sources: U.S. Energy Information Administration, Short-Term Energy Outlook, March 2022, and Refinitiv an LSEG Business



### What's New in STEO

Beginning with the February STEO, we have [expanded our coverage of biofuels](#).

### Price Summary

	2020	2021	2022	2023
WTI Crude Oil <sup>a</sup> (dollars per barrel)	39.17	68.21	101.17	84.98
Brent Crude Oil (dollars per barrel)	41.69	70.89	105.22	88.98
Gasoline <sup>b</sup> (dollars per gallon)	2.18	3.02	3.79	3.33
Diesel <sup>c</sup> (dollars per gallon)	2.56	3.29	4.15	3.80
Heating Oil <sup>d</sup> (dollars per gallon)	2.44	3.00	3.85	3.48
Natural Gas <sup>d</sup> (dollars per thousand cubic feet)	10.76	12.27	12.54	11.70
Electricity <sup>d</sup> (cents per kilowatthour)	13.16	13.72	14.24	14.32

<sup>a</sup>West Texas Intermediate.

<sup>b</sup>Average regular pump price.

<sup>c</sup>On-highway retail.

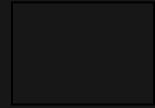
<sup>d</sup>U.S. Residential average.

## Forecast Highlights

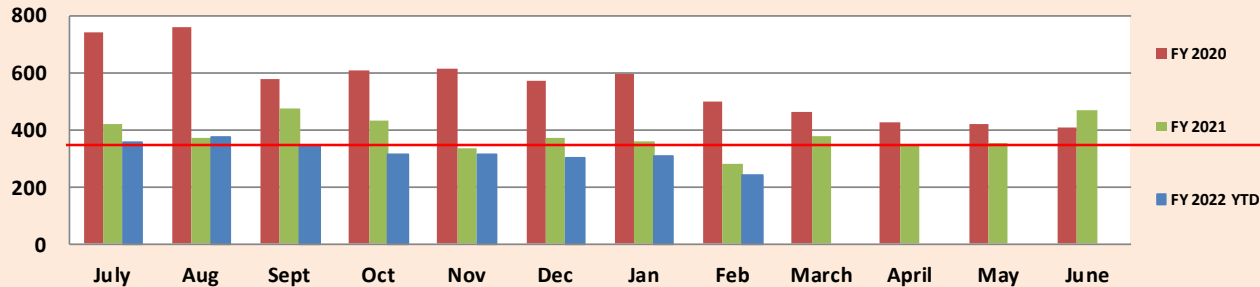
### Global liquid fuels

- The March *Short-Term Energy Outlook* (STEO) is subject to heightened levels of uncertainty resulting from a variety of factors, including Russia's further invasion of Ukraine. This STEO assumes U.S. GDP will grow by 3.6% in 2022 and by 2.7% in 2023, after growing by 5.7% in 2021. We use the S&P Global (formerly IHS Markit) macroeconomic model to generate our U.S. economic assumptions. Global macroeconomic assumptions in our forecast are from Oxford Economics and include global GDP growth of 4.3% in 2022 and 4.0% in 2023, compared with growth of 5.0% in 2021. These GDP forecasts were completed in mid-February. The rest of the

## Gasoline Expense Budget



Police - Gasoline - Gallons Purchased



383/  
gallons  
month

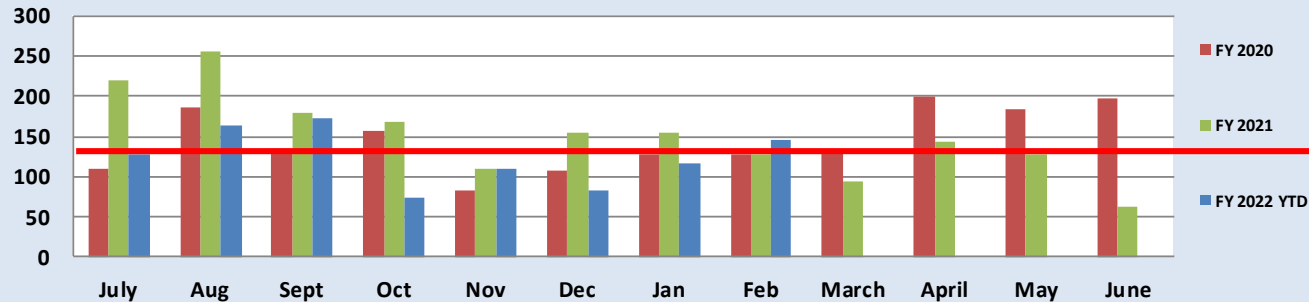
2-year  
average  
4,211 gal./yr.

**Budgeting 4,600 gallons for Police Department, based on average consumption for past 2 years\* of 4,211 gallons/yr. There is a 20% decrease in gallons/month purchased in current FY vs. previous (382 in FY 21 vs. 319 in FY 22 YTD).**

\* 2 year average = previous full fiscal year of 20-21 and YTD in 21-22 ( through February)

# Gasoline Expense Budget

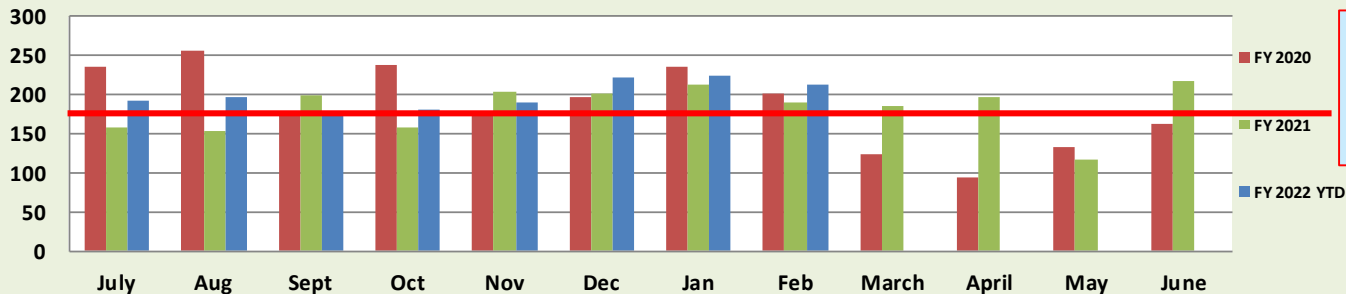
## Public Works - Gasoline - Gallons Purchased



**146**  
gallons/  
month

3-year  
average  
1644 gal./yr.

## Water/Sewer - Gasoline - Gallons Purchased



**191**  
gallons/  
month

3-year  
average  
2184 gal./yr.

**Recommend 1,750 gallons for Public Works  
& 2,300 gallons for Water Resources**

3 year average = previous full fiscal years of 19-20, 20-21 and YTD in 21-22 ( through February)

# Gasoline Expense Budget

<b>FY22-23</b>	<b>Retail Price / Gallon</b>	\$2.75	\$3.00	\$3.25	\$3.50	\$3.75	<b>\$4.00</b>	\$4.25	
	Less Federal & State Taxes	0.54	0.54	0.54	0.54	0.54	0.54	0.54	
	<b>Budget Price / Gallon</b>	\$2.21	\$2.46	\$2.71	\$2.96	\$3.21	<b>\$3.46</b>	\$3.71	
									\$ Change vs. FY22
		<b>GALLONS</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>	<b>COST</b>
<b>Police</b>	<b>5 Vehicles</b>	<b>4600</b>	10,166	11,316	12,466	13,616	14,766	15,916	17,066
<b>Public Works</b>	<b>2 Vehicles</b>	<b>1750</b>	3,868	4,305	4,743	5,180	5,618	6,055	6,493
<b>Water / Sewer</b>	<b>3 Vehicles</b>	<b>2300</b>	5,083	5,658	6,233	6,808	7,383	7,958	8,533
	<b>TOTAL</b>	<b>8650</b>	<b>\$ 19,117</b>	<b>\$ 21,279</b>	<b>\$ 23,442</b>	<b>\$ 25,604</b>	<b>\$ 27,767</b>	<b>\$ 29,929</b>	<b>\$ 32,092</b>

This budget uses a price of \$4.00/gallon retail cost.

Per gallon price, multiplied by the total gallons estimated for each department as noted above, determines the total estimated budget for each department. Police gallons reduced by 400, Public Works and Water/Sewer increased by 100 vs. last year.

Last year, we used the price of \$3.25 /gallon for budgeting. As noted earlier, the price for 2022 & 2023 is projected to be lower than the price we have budgeted in FY23. But, as always..... who knows????

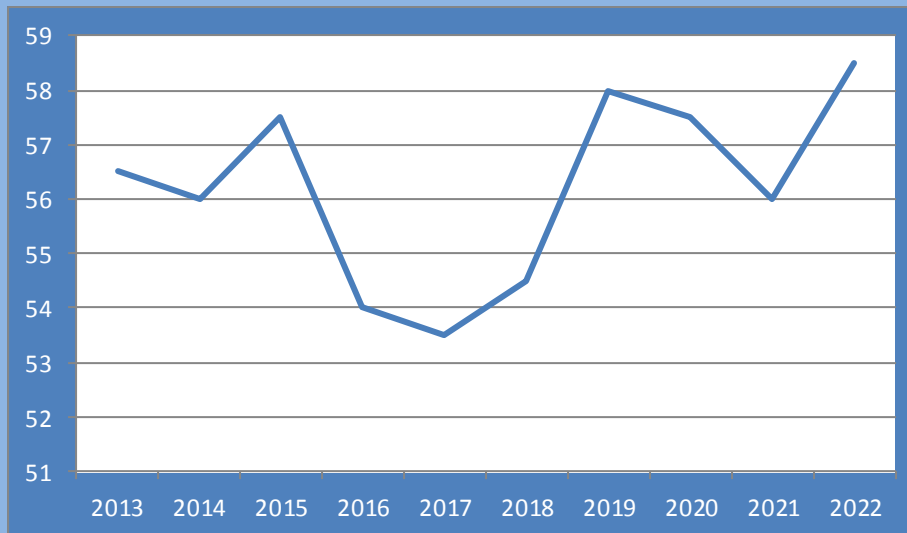
# Mileage Reimbursement



Internal Revenue Service  
United States Department of the Treasury

**Business Mileage Rate**  
(cents per mile)

2013	56.5
2014	56
2015	57.5
2016	54
2017	53.5
2018	54.5
2019	58
2020	57.5
2021	56
2022	58.5



Latest data released on December 17, 2021

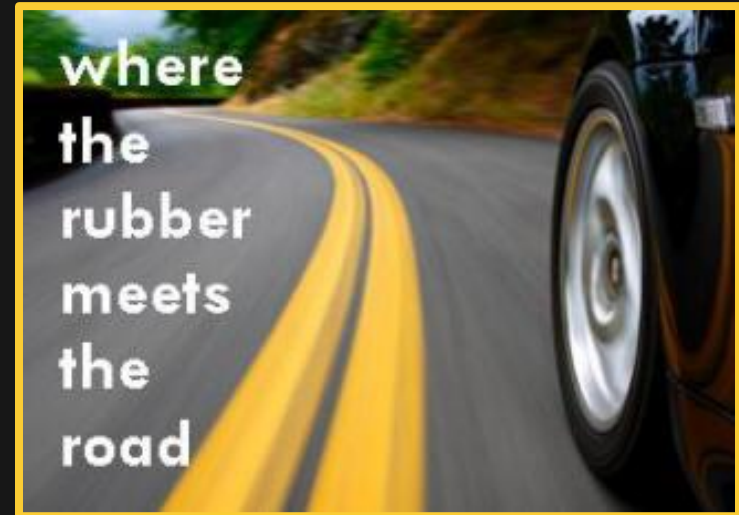
**Effective January 1, 2022 the new rate was 58.5 cents per mile.**



## General Fund Departments

The previous slides addressed variables that may impact many, but not all, departments. Now, on to the individual departments:

- **Governing Body**
- **Administration**
- **Finance**
- **Tax Listing**
- **Legal**
- **Elections**
- **Streets**
- **Stormwater**
- **Public Works**
- **Public Buildings**



- For FY 22-23 my main goals (in no certain order) were to :
- 1. Maintain current tax rate in anticipation of revaluation during next fiscal year
- 2. Avoid any fee increases in general fund
- 3. Build fund balance and/or reduce dependency on it as a revenue
- 4. Keep our COLA consistent or as close to CPI as possible
- 5. Avoid any reduction of staff, employee benefits or services offered
- 6. Find a way to absorb inflationary costs throughout departments without severely cutting other areas therein
- 7. Maintain conservative revenue estimates and expect decline in sales tax growth
- 8. Replace fishing dock at town hall due to its condition
- 9. Keep town funded capital projects to a minimum and use grant funded projects in their place
- 10. Be aware of demands of multiple grant funded projects and possible matches and be alert that new Public Works project may require additional local funding

- Again, this is a very unusual year for our budget process. We are still dealing with impacts from COVID-19 and now inflation too.
- There is much uncertainty in regard to how revenues for FY23 will be impacted by the current economic climate.
- As of today, I am estimating a property values of \$314,000,000 which a \$3,000,000 increase over last year's budgeted amount.
- In current year, sales tax revenues were 26.51% higher than budgeted in the first 2 quarters but are budgeted at only 4% higher than last year in last 2 quarters. For FY23 I budgeted a 3.0% increase over projected sales tax revenue in FY22, except for 0% change in hold harmless tax. Very conservative! Budget includes a 7.5% reduction in telecom tax and a 1.75% reduction in video programming tax and 2.1% increase in ad valorem tax revenues.
- \$0 of NCORR grant funds in revenue for FY23 (-\$77,602 vs. FY22)
- Little to no change in most other recurring revenues.

## General Fund Summary

(after the previously discussed variables are applied)

- Represents a 11.91% reduction in spending over FY22 (-\$252,923)
- Maintains tax rate at 26¢ and no increase in any fees
- Maintains all current programs and services
- Returns to pre-NCORR grant FT staffing levels ( 6 in PW, 1 is vacant)
- Includes CIP funding of \$60,000 (-\$47,000 vs. in FY22)
- Maintains funding for LESA at \$13,500 (same as FY22)
- Provides 5.0% COLA for all employees, plus 1% longevity
- Provides \$140,000 for street paving program (+\$28,000 vs. FY22)
- Maintains conservative revenue estimates, as is my SOP
- Includes \$53,670 for: landscaping, laser level, ballistic vest, bulkhead repairs, stormwater projects, fishing dock, sign at PD and more.....
- Includes \$200,813 appropriation from fund balance (-\$90,459 vs. FY22). I project a surplus of \$156,554 from fund balance appropriation (FBA) in FY 22, which means that FBA for FY23 can be viewed as all unspent FBA in FY22, plus \$44,259 of new FBA in FY23
- Projects a fund balance of 95.8% (which is over \$1,300,000) at year end FY23, which is up from a projected 59.4% in FY22, after a low of 44.5% in FY20 following BUS

## Governing Body

Governing Body		19-20		20-21		21-22		22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End Budget
<b>4110</b>								
121	Wages & Salaries	18,300	18,300	18,300	17,950	18,300	9,150	18,300
170	Council & Spouse Expense	8,500	1,046	5,500	566	8,923	237	7,161
181	FICA	1,400	1,400	1,409	1,373	1,400	700	1,400
186	Workers' Compensation Ins.	80	71	71	71	74	55	66
171	Mayor's Representation	2,000	1,365	2,000	237	2,000	1,294	2,000
481	Indirect Cost- Labor	-9,890	-9,890	-9,890	-9,890	-9,887	-6,591	-9,887
491	Dues & Subscriptions	8,110	5,813	8,310	7,013	8,190	8,180	10,193
499	Misc- Contributions	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	<b>TOTAL</b>	<b>31,500</b>	<b>21,105</b>	<b>28,700</b>	<b>20,319</b>	<b>32,000</b>	<b>16,025</b>	<b>25,060</b>

**121– Wages & Salaries** – Mayor - annual salary \$4,300. Council Members - annual salary \$2,800 each.

### **170 – Board Member Expenditures –**

NCLM Conference- Concord (2023)	1,600	Registration for 4 at \$400
	1,600	Lodging for 4 at \$400
Essentials of Municipal Government	2,461	
Other Travel and Subsistence	<u>1,500</u>	
	<b>7,161</b>	

## Governing Body

### 491– Dues & Subscriptions–

Eastern Carolina Council	400 (1,200 total G/W/S)
Metropolitan Planning Organization	3,100
NB Area Chamber of Commerce	300
NC Coastal Federation	50
NC League of Municipalities	4,100
UNC School of Government	<u>406</u>
	8,356

<b>499– Misc. Contributions–</b>	Appropriation to Highway 17 Association	1,500
	Appropriation to Allies for Cherry Point	1,500

### 6 Member Board:

1-Mayor

5-Council Members

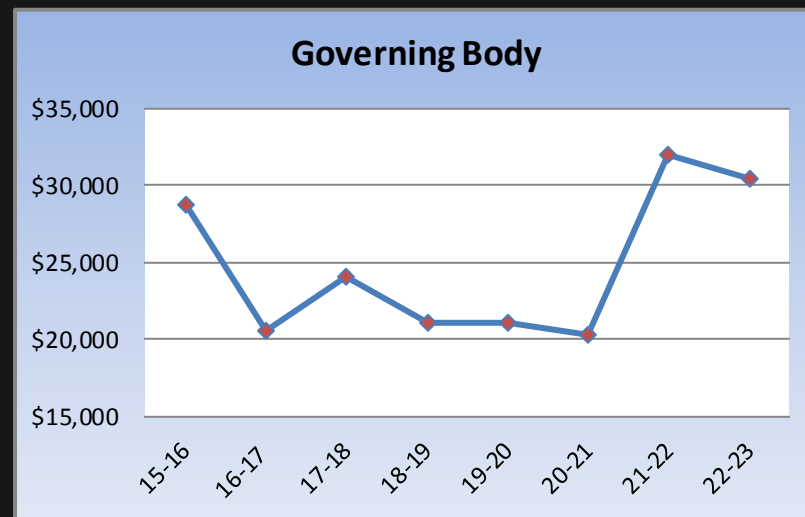
### 5.0% decrease

For all departmental graphs:

22-23= proposed

21-22= current as amended

All other years are actual



## Advisory Boards and other Town Supported Organizations

ADVISORY BOARDS	AKA	22-23 Funding	% of General Fund
Parks and Recreation	P&R	\$2,000	0.107%
Environment and Waterway	EWAB	\$2,900	0.155%
Planning Board	PB	0	0
Community Appearance Commission	CAC	\$2,000	0.107%
ORGANIZATIONS			
Community Emergency Response Team	CERT	\$565	0.030%
Community Watch	CW	\$1,325	0.071%
Community Organic Garden	RBCOG	0	0
Red Caboose Library	RCL	0	0
	<b>TOTAL</b>	\$8,790	0.470%
<b>1% of General Fund =\$18,709</b>			
<b>1 cent of tax rate generates= \$31,308</b>			

The budgets for these groups appear in various departments throughout the General Fund. This chart shows how their budgets compare in size to the overall budget. Combined, their budgets represent less than ½ of 1% of the General Fund budget. All of these groups consist of unpaid volunteers.

# Administration

Administration  4120		19-20		20-21		21-22			22-23
		YR End	Actual	YR End	Actual	Current	Expend.	Projected	Proposed
		Budget	Year-End	Budget	Year-End	Budget 03/10/22	as of 02/28/22	Year-End	Budget
121	Wages & Salaries	177,081	176,400	188,248	183,597	188,909	131,887	193,924	196,029
122	Overtime	0	0	0	0	0	0	0	0
134	401(k) Retirement	8,587	8,820	9,121	9,180	8,685	6,584	9,689	9,571
181	FICA	13,138	13,672	13,956	14,265	13,287	10,266	15,108	14,643
182	Loc Govt Emp Retirement	16,526	15,788	19,850	18,596	21,068	13,982	21,020	24,303
183	Group Insurance	24,870	19,093	25,620	22,399	26,512	13,855	24,371	25,410
185	Unemployment Comp.	0	11	0	29	0	92	92	0
186	Workers' Compensation Ins.	1,706	1,572	1,379	1,314	1,418	907	907	1,132
189	Automobile Allowance	3,600	3,600	3,600	3,738	3,600	2,354	3,600	3,600
310	Travel & Subsistence	1,700	336	1,500	431	1,500	386	750	1,500
395	Training	1,950	996	1,750	824	2,000	1,111	1,611	2,000
380	Data Processing Services	0	0	0	0	0	0	0	0
393	Temporary Help Services	0	0	0	0	0	0	0	0
399	Contracted services	960	1,001	960	1,053	175	178	220	296
498	PEG Channel Support	28,170	27,307	28,170	26,717	28,170	13,029	26,129	28,170
260	Office Supplies	4,600	2,427	4,311	3,851	4,500	3,688	4,500	4,500
320	Telephone & Postage	2,600	2,044	2,500	2,241	2,500	1,357	2,500	2,500
370	Advertising	1,000	2,161	1,000	694	1,000	1,620	1,620	1,000
391	Legal Advertising	1,500	2,491	1,400	1,636	1,400	459	600	1,000
340	Printing	490	0	285	0	300	0	0	300
352	Maint & Repair- Equip	0	0	0	0	0	0	0	0
430	Equipment Rental	6,600	6,377	6,600	6,347	6,640	5,159	6,328	6,388
450	Property and Liability Insurance	19,917	19,855	21,230	21,457	23,137	22,194	22,194	26,899
491	Dues & Subscriptions	540	583	615	681	685	524	724	785
481	Indirect Cost- Labor	-61,381	-61,380	-63,854	-63,854	-64,278	-42,852	-64,278	-70,917
499	Miscellaneous	552	118	450	738	367	499	499	491
	TOTAL	254,706	243,271	268,691	255,935	271,575	187,280	272,107	279,600



## Administration

**310/395** – Travel/Training– Includes NCLM conference.

**399** – Contracted Service– Four-hour “shred event” for our old records and for public access. Includes cost of Get Response service.

**498** – PEG Support– This amount is simply a “pass-through” of state funds to our PEG provider, CTV-10.

	General	Water	Sewer	Flood	Total
<b>450</b> – Property and Liability Insurance	\$26,899	\$17,412	\$19,407	\$1,700	\$63,718

Includes deductibles  
\$1,000 property/\$500 auto in each fund

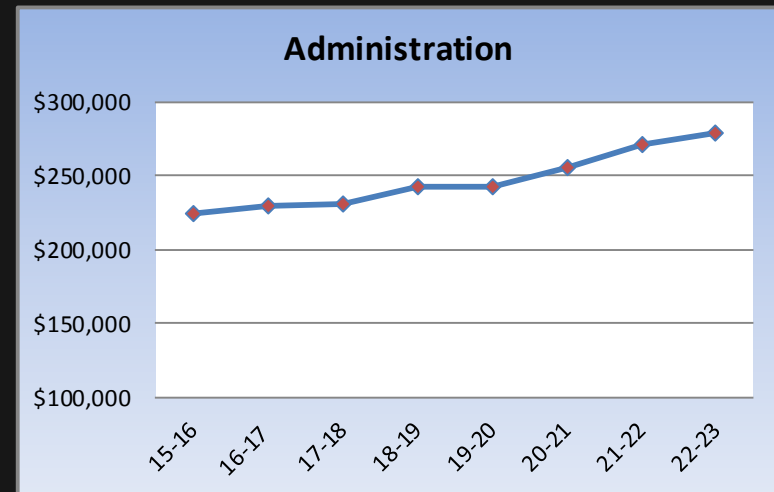
### 3 Employees:

Manager

Town Clerk

Deputy Clerk

**2.95% increase**



# Finance

Finance		19-20		20-21		21-22			22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4130</b>									
121	Wages & Salaries	72,033	71,695	78,009	77,254	83,056	54,017	80,589	70,891
134	401(k) Retirement	3,530	3,585	3,677	3,863	3,729	2,629	3,763	3,475
181	FICA	5,402	5,490	5,626	5,919	5,706	4,101	6,101	5,317
182	Loc Govt Emp Retirement	6,626	6,416	7,799	7,841	8,824	5,910	8,485	8,754
183	Group Insurance	9,956	7,950	8,605	8,513	9,076	5,189	9,132	8,503
185	Unemployment Comp.	0	0	0	7	0	71	71	0
186	Workers' Compensation Ins.	188	173	175	176	183	146	146	154
310	Travel & Subsistence	1,200	759	1,150	0	1,150	0	0	1,150
395	Training	1,200	541	1,200	915	1,200	135	400	1,200
191	Professional Svcs- Auditing	4,667	4,667	5,567	5,567	5,667	4,833	4,833	5,733
382	Banking Services	1,100	615	676	835	850	557	850	1,006
393	Temporary Help Services	0	0	0	0	0	0	0	0
441	Springbrook Service & Maint.	6,656	6,655	6,988	6,989	7,338	7,338	7,338	4,488
482	Indirect Labor Cost	25,413	25,413	25,835	25,835	26,617	17,745	26,617	22,886
481	Labor Allocation	-48,009	-48,010	-49,542	-49,542	-50,873	-33,916	-50,873	-47,680
299	Supplies & Materials	6,300	4,226	8,470	8,484	4,350	939	4,350	3,500
381	Other IT Services	722	2,126	2,694	3,718	5,064	5,147	5,539	1,322
440	VC3 IT Service & Maint.	19,386	17,352	22,164	23,057	25,956	18,101	26,446	26,438
491	Dues & Subscriptions	260	210	260	210	300	210	210	300
499	Miscellaneous	987	805	828	802	2,100	460	805	1,562
520	Capital Outlay- Equip	0	0	0	0	51,725	46,620	51,725	0
760	Install. Purchase - Principal	0	949,846	0	0	0	0	0	0
770	Install. Purchase - Interest	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>117,617</b>	<b>1,060,513</b>	<b>130,181</b>	<b>130,443</b>	<b>192,018</b>	<b>140,232</b>	<b>186,526</b>	<b>119,000</b>

## Finance

**191 – Professional Service** – For audit. Total \$14,700 is split equally with general, water and sewer also includes \$2,500 for single audit if needed.

**382 – Banking Services** – Fees split with water and sewer. Bank fees associated with maintaining our Operating Account including ACH files, deposits, checks processed, etc.

**441 – Edmunds financial software support** - Total = \$11,200 (1st year): Split 40% General Fund, 30% Water, 30% Sewer.

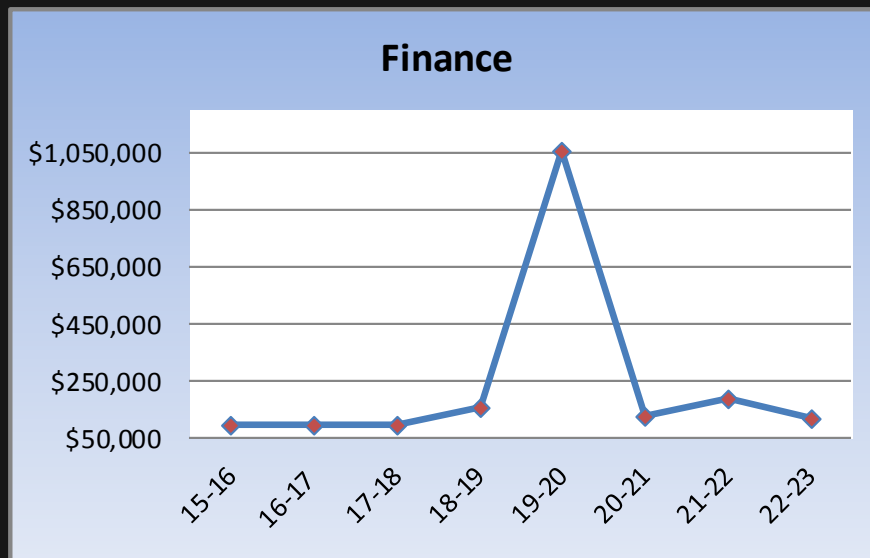
**482 – Indirect Labor Cost** – Pays 35% of our Finance Assistant compensation to Water/Sewer (per allocation).

**440 – VC3 IT Service and Maintenance** - Hosted Desktop Contract: \$54,002 + \$4,141 support (additional 20 hours service per year)+ \$7,952 web page= \$66,095, which is split 40% General, 30% Water, 30% Sewer.

## Finance

### 491 – Dues & Subscriptions –

Government Finance Officer's Association	\$200
NC Government Finance Officer's Assn.	\$100



FY 19-20 Spike =  
\$1,000,000 FEMA  
reimbursements  
associated with  
Hurricane Florence

### Employee:

Finance Administrator

**38.03 % decrease**

# Tax Listing/Collection

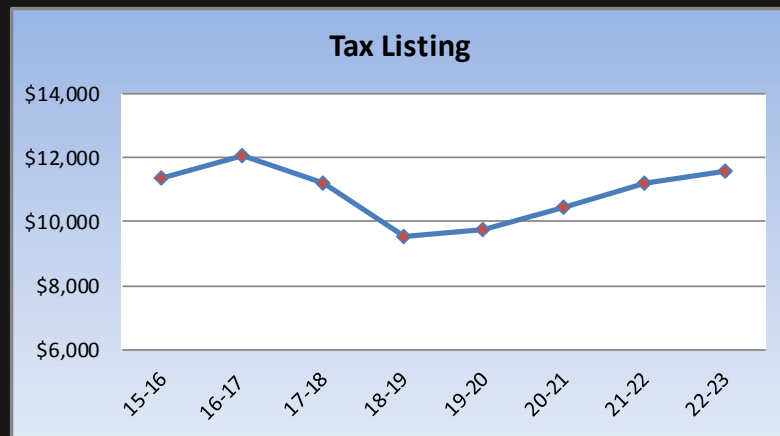
Tax collection		19-20		20-21		21-22		22-23	
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4140</b>									
392	RE & Pers Prop Collection Fee	6,850	6,591	7,340	7,181	7,500	6,794	7,500	7,600
394	Motor Veh Collection Fee	4,033	3,146	3,540	3,280	3,700	1,627	3,700	4,000
TOTAL		10,883	9,737	10,880	10,461	11,200	8,420	11,200	11,600

Craven Co. Tax Administrator's Estimate		Tax Base	Tax Rate	Total Levy	Collection Rate	FY22-23 Budgeted	Collection Cost
Real property/Personal Property/Utility		\$ 278,500,000	0.26	724,100	99.67%	721,710	1.0%
NC Vehicle Tax System		35,500,000	0.26	92,300	100.00%	92,300	4.0%
TOTAL		314,000,000					
1 cent =		\$ 31,308	(after collection rates are applied)				

No Employees

Provided by Craven  
County & NCVTS

3.57% increase



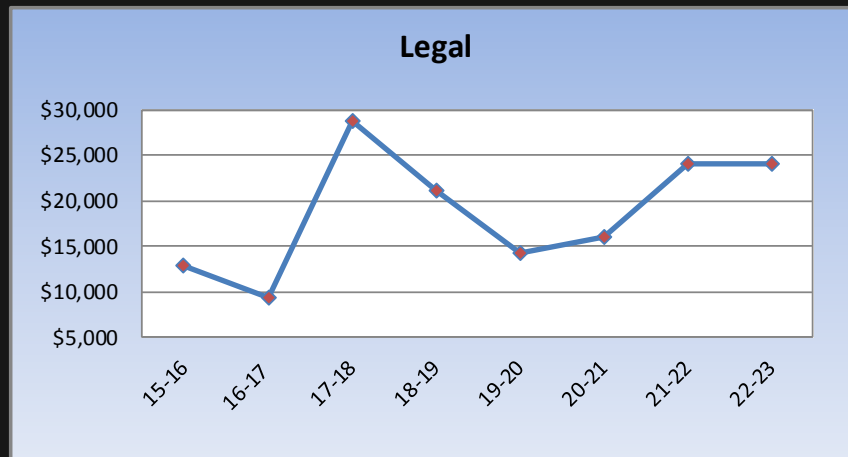
# Legal

Legal Services		19-20		20-21		21-22			22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4150</b>									
192	Professional Services - General	16,000	14,283	19,000	16,000	24,000	13,217	20,000	24,000
192	Prof Svcs. - FEMA Floodplain								
192	Prof Svcs - Lawsuits								
192	Prof Svcs. - Personnel Policy review								
TOTAL		16,000	14,283	19,000	16,000	24,000	13,217	20,000	24,000

**192 – Professional Services**– Current fee is \$225 per hour for Partners and \$200 per hour for Associates.

**No Employees**

**No change**



## Elections

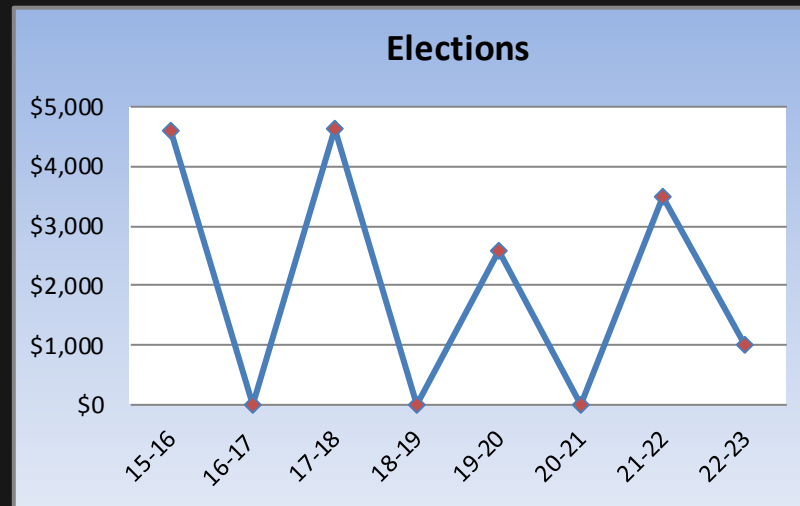
Elections		19-20		20-21		21-22		22-23	
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4170</b>									
200	Supplies and Materials	0	0	0	0	0	0	0	0
399	Contracted services	2,600	2,571	0	0	3,500	0	0	1,000
TOTAL		2,600	2,571	0	0	3,500	0	0	1,000

**399 – Contracted Services**– Cost of local election charged by Craven County. This is always an estimate based on County projections.

**No Employees**

**This is an every-other-year expense**

**Service provided by Craven County**



## Street Maintenance

Street Maintenance		19-20		20-21		21-22			22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4510</b>									
121	Wages & Salaries	27,328	25,196	28,457	25,067	20,984	6,260	13,694	28,303
122	Overtime	0	188	0	0	0	26	26	0
134	401(k) Retirement	1,384	1,269	1,441	1,253	1,069	314	686	1,435
181	FICA	2,118	1,912	2,206	1,886	1,635	472	1,050	2,195
182	Loc Govt Emp Retirement	2,594	2,272	3,044	2,545	2,505	699	1,557	3,610
183	Group Insurance	7,340	4,773	6,321	4,700	5,040	1,122	3,733	6,242
185	Unemployment Comp.	0	10	0	43	0	1	1	0
186	Workers' Compensation Ins.	1,492	1,780	1,577	1,432	1,175	841	841	1,356
193	Professional Services - Engineer	7,300	11,785	7,300	10,168	7,273	6,300	6,300	7,700
399	Contracted Services	1,495	2,187	7,500	0	1,500	427	500	1,338
299	Supplies & Materials	11,100	6,044	5,500	2,870	9,500	879	5,000	9,500
481	Indirect Cost- Labor	-8,499	-8,500	-8,660	-8,660	-6,540	-4,360	-6,540	-8,679
550	Capital Outlay - Other Equip	0	0	0	0	30,000	0	30,000	0
591	Capital Outlay - Rdwy/Pvmt	104,500	96,137	150,000	146,817	112,000	104,631	104,631	140,000
TOTAL		158,152	145,054	204,686	188,123	186,141	117,614	161,479	193,000



## Street Maintenance

**121 (and other payroll related items)** – 25% of Public Works employees wages and benefits.

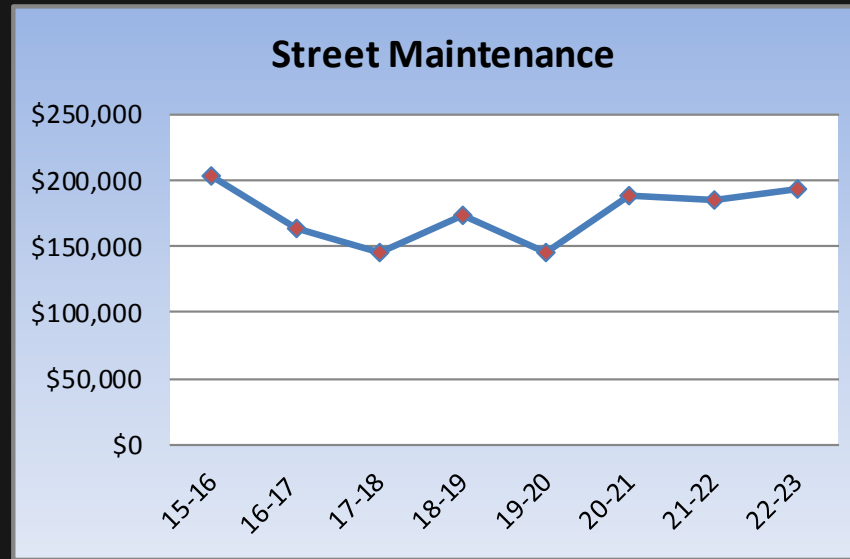
**193** – Professional Services– Engineering Services for paving/other.

**299**– Supplies and Materials –

Cold Patch	2,000
Sealer	1,000
Signs	2,500
Gravel for shoulders	2,000
Other Supplies and Materials	<u>2,000</u>
	\$9,500

**550** – Capital Outlay- None

## Street Maintenance

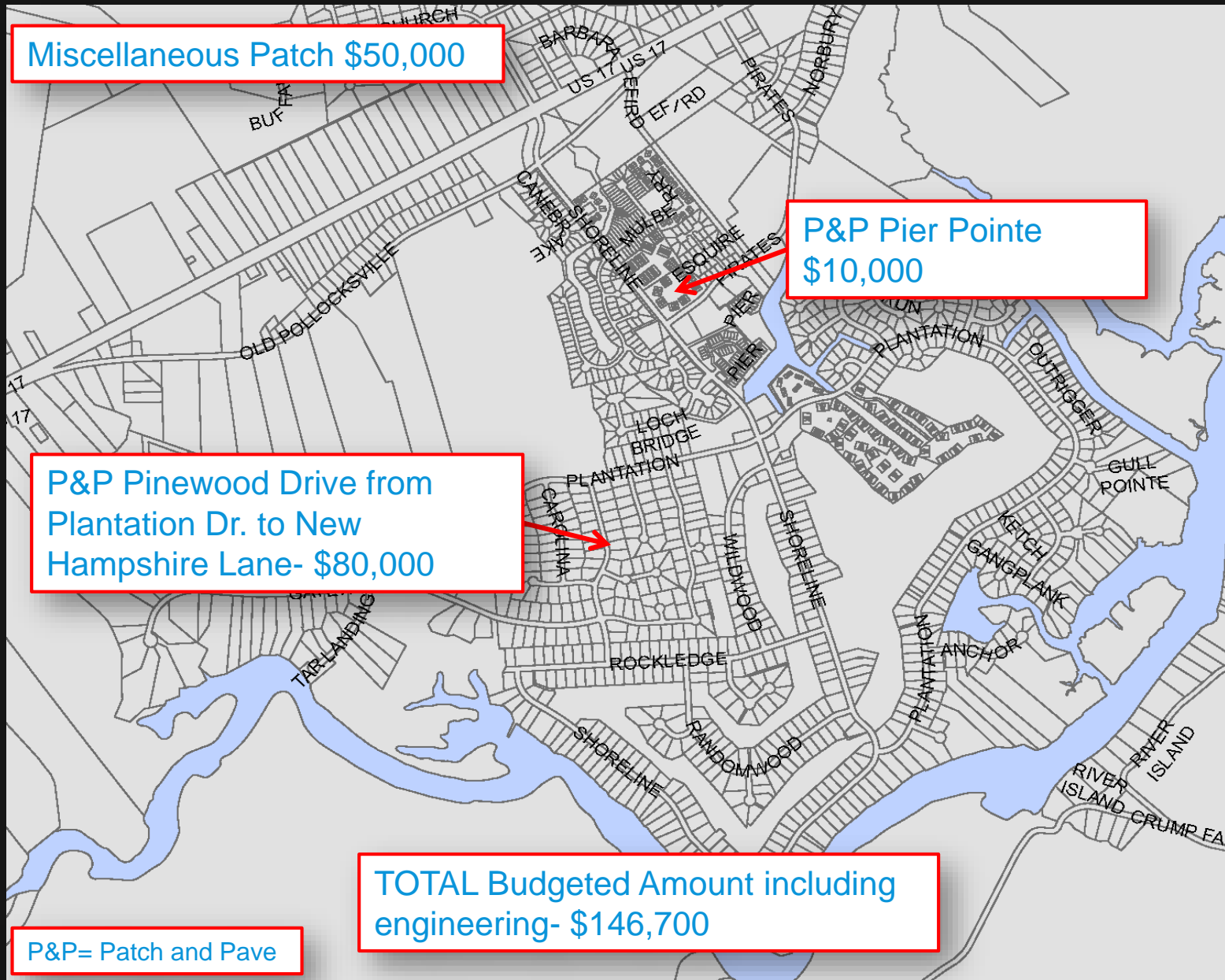


**3 Employees: 25% allocation**

**3.68 % increase**

Budgeted cost for paving/patching are based on estimates from the town's engineer. Actual costs will be determined after bids are received.

# Street Maintenance



# Stormwater Management

Stormwater Management  4730		19-20		20-21		21-22			22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
121	Wages & Salaries	16,397	15,114	17,074	15,038	12,590	3,756	8,217	16,982
122	Overtime	0	113	0	0	0	133	133	0
134	401(k) Retirement	831	761	865	752	641	194	418	861
181	FICA	1,271	1,147	1,323	1,132	980	292	639	1,317
182	Loc Govt Emp Retirement	1,556	1,363	1,832	1,526	1,509	433	948	2,166
183	Group Insurance	4,404	2,864	3,793	2,820	3,024	673	2,240	3,745
185	Unemployment Comp.	0	10	0	26	7	1	1	7
186	Workers' Compensation Ins.	895	1,068	953	859	823	505	505	813
193	Professional Services - Engineer	36,000	625	1,000	300	1,500	0	500	1,000
399	Contracted Services	106,082	9,875	2,000	0	12,000	0	6,000	10,000
299	Supplies & Materials	3,037	1,900	3,035	1,034	2,934	32	1,000	2,917
430	Equipment Rental	1,000	185	1,000	307	1,000	0	200	1,000
481	Indirect Cost- Labor	-5,100	-5,100	-5,196	-5,196	-3,924	-2,616	-3,924	-5,208
590	Capital Outlay - Other Structures	0	0	193,692	186,400	4,000	0	0	7,500
TOTAL		166,373	29,924	221,371	204,998	37,084	3,404	16,875	43,100

**121 (and other payroll related items)** – 15% of Public Works employees wages and benefits.

**193 – Professional Services**– Engineering design for projects

Subject to change based on outcome of  
Golden Leaf Grant Application  
Possible Grant Match     \$28,295

## Stormwater Management

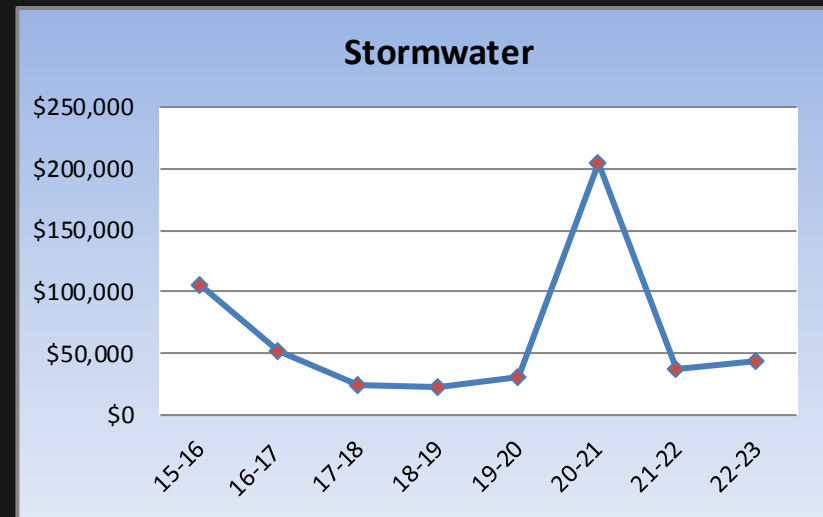
**399** – Contracted Services– \$10,000 as needed for small projects.

**299** – Supplies and Materials – Pipe, gravel, and other materials

**590** – Capital Outlay – \$7,500 for bulkhead replacement as needed

**3 Employees: 15% allocation**

**16.22% increase**



# Public Works

Public Works		19-20		20-21		21-22			22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4560</b>									
121	Wages & Salaries	38,259	35,272	32,840	35,092	29,378	8,765	19,174	39,625
122	Overtime	100	263	100	0	100	37	100	100
134	401(k) Retirement	1,938	1,776	2,018	1,755	1,496	440	964	2,014
181	FICA	2,966	2,677	3,087	2,642	2,288	661	1,474	3,081
182	Loc Govt Emp Retirement	3,631	3,180	4,275	3,561	3,520	979	2,188	5,066
183	Group Insurance	10,276	6,682	8,849	6,581	7,056	1,571	5,226	8,739
185	Unemployment Comp.	0	10	0	60	0	2	2	0
186	Workers' Compensation Ins.	2,089	2,492	2,208	2,005	1,618	1,177	1,177	1,896
310	Travel & Subsistence	500	0	500	0	500	26	200	500
395	Training	500	300	500	0	500	0	200	500
399	Contracted Services	5,180	3,337	4,080	3,714	6,968	1,167	4,000	5,702
482	Indirect Labor Cost	47,802	47,803	50,214	50,215	51,121	34,081	51,121	53,720
481	Labor Allocation	-11,899	-11,900	-12,124	-12,124	-9,156	-6,104	-9,156	-12,151
212	Uniforms	3,400	3,260	3,600	2,519	3,600	2,273	3,591	3,600
251	Motor Fuel	3,552	2,673	3,848	3,019	4,472	2,127	4,000	6,055
299	Supplies & Materials	6,500	7,205	6,495	11,302	6,373	3,129	5,000	6,373
320	Telephone & Postage	1,650	1,799	1,800	1,787	1,800	1,233	2,017	2,000
330	Utilities	40,500	39,922	42,000	41,429	44,000	18,640	42,660	45,000
352	Maint & Repairs- Equip	6,400	6,103	4,200	1,351	3,913	2,909	3,500	3,930
353	Maint & Repairs- Vehicle	1,000	2,192	1,000	646	900	982	1,000	1,000
439	Bldg & Equip Rental	569	25	750	0	750	418	750	750
540	Capital Outlay- Motor Vehicles	0	0	0	0	0	0	0	0
550	Capital Outlay- Equipment	0	0	0	0	0	0	0	0
TOTAL		164,913	155,071	160,240	155,553	161,197	74,512	139,187	177,500

## Public Works

**121 (and other payroll related items)** – 35% of Public Works employees wages and benefits.

**310**– Travel and Subsistence– Pesticide licensure course, and others as needed.

**299**- Supplies and Materials- Includes Laser Level (\$1,200)

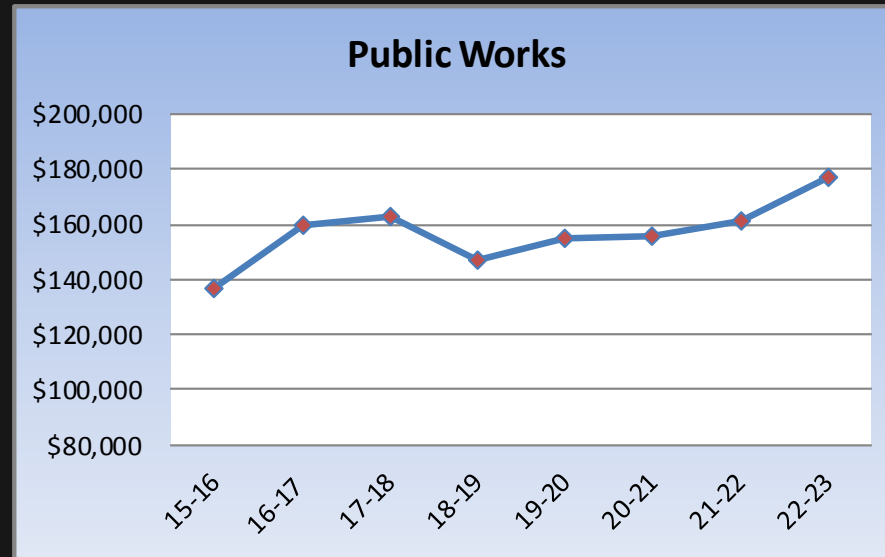
**395**– Training– Pesticide licensure course, and others as needed.

**399**- Contracted Services- \$1,202 Facility Dude ( total \$2,920 shared with W&S)  
\$1,500 Shoreline Drive Berm Landscaping Phase III  
\$3,000 Other as needed

**482**– Indirect Labor Cost– Portion of the Public Works Director, and water operators salaries per allocation table.

**540** – Capital Outlay- No project

## Public Works



**3 Employees: 35% allocation**

- Public Works Technicians

**10.11 % increase**



# Public Buildings

Public Buildings		19-20		20-21		21-22			22-23
		YR End Budget	Actual Year-End	YR End Budget	Actual Year-End	Current Budget 03/10/22	Expend. as of 02/28/22	Projected Year-End	Proposed Budget
<b>4190</b>									
121	Wages & Salaries	13,756	13,384	14,118	13,498	20,193	9,213	14,395	14,985
181	FICA	1,052	1,024	1,074	1,033	1,101	705	1,101	1,146
185	Unemployment Comp.	0	0	0	3	0	1	1	0
186	Workers' Compensation Ins.	608	571	600	599	632	486	486	644
193	Engineering/Architectural Svcs	2,900	0	2,500	0	2,500	375	2,500	2,500
354	Grounds & Landscp Contracts	25,280	25,280	27,808	24,854	25,990	12,995	25,990	38,916
355	Wildwood Storage Facility Maint.	3,000	625	2,500	694	2,500	450	1,000	2,500
399	Contracted Services	41,723	26,332	6,500	5,826	7,720	8,268	8,717	7,566
211	Janitorial Supplies	2,000	1,367	1,800	2,608	2,700	951	1,300	2,500
299	Supplies & Materials	16,004	11,221	20,900	25,079	7,700	10,815	12,000	6,043
330	Utilities	9,100	8,487	16,400	14,194	19,100	9,255	14,894	16,500
351	Maint & Repair Bldg & Grnds	6,000	5,645	5,000	9,195	18,900	8,384	18,000	6,000
352	Maint & Repairs- Equipment	5,000	615	3,000	715	3,000	172	500	3,000
580	Capital Outlay- Bld/Structures/Imprvmnts	64,800	0	75,008	72,007	12,403	11,284	11,284	0
550	Capital Outlay- Equipment	7,333	8,367	0	0	0	0	0	0
570	Capital Outlay - Land	0	0	0	0	60,000		60,000	0
580	Capital Outlay- Grounds/Bldg	0	0	0	0	0	0	0	0
TOTAL		198,556	102,918	177,208	170,305	184,439	73,355	172,169	102,300

## Public Buildings

### 354 – Grounds and Landscape Contracts

Lawn & Landscape Contracts	FY 2023	Lawn Base	Water <sup>1</sup>	Lawn	Landscape
Current Contracts Expires June 30, 2026	July	3,330	333	2,997	2,490
	Aug	3,330	333	2,997	2,490
	Sept	3,330	333	2,997	0
	Oct	3,330	333	2,997	0
	Nov	3,330	333	2,997	0
	Dec	0	0	0	0
	Jan	0	0	0	0
	Feb	0	0	0	0
	Mar	0	0	0	2,490
	Apr	3,330	333	2,997	2,490
	May	3,330	333	2,997	2,490
	June	3,330	333	2,997	2,490
	TOTAL	26,640	2,664	23,976	14,940

<sup>1</sup> *Water pays 10% of the lawn base contract*

## Public Buildings

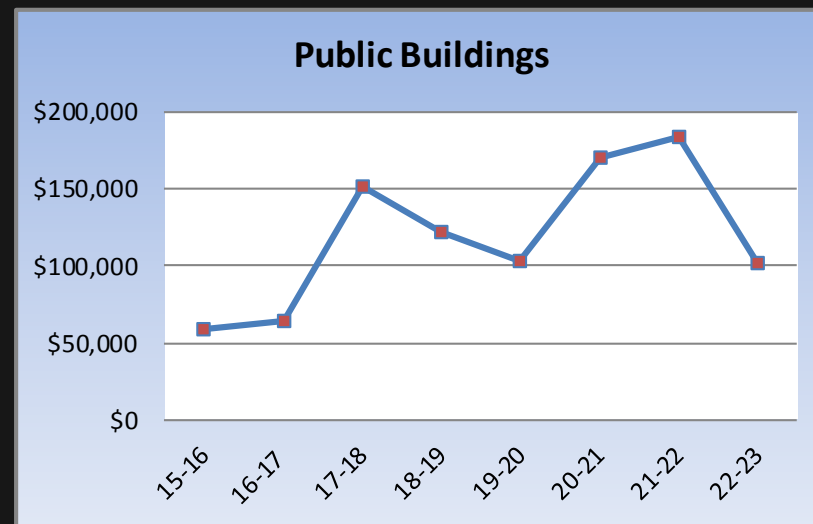
### 399- Contracted Services –

Pest control (consolidated service for all buildings)	2,120
Preventative Maintenance Agreement for HVAC	800
Alarm System Line, Monitoring, and Testing	1,146
Landscaping	<u>3,500</u>
TOTAL	7,566

### 580- Capital Outlay- No project

**1 Employee**  
**Part-time custodian**

**44.53% decrease**



# Summary

General Fund Expenditure Summary						Change v. prior year		
		18-19	19-20	20-21	21-22	22-23	%	\$
Dept #	Department Name	Actual	Actual	Actual	Current Budget	Proposed		
4110	Governing Body	21,043	21,105	20,319	32,000	30,400	-5.00%	-1,600
4120	Administration*	242,423	243,271	255,935	271,575	279,600	2.95%	8,025
4130	Finance*	155,517	1,060,513	130,443	192,018	119,000	-38.03%	-73,018
4140	Tax Listing	9,518	9,737	10,461	11,200	11,600	3.57%	400
4150	Legal Services	21,157	14,283	16,000	24,000	24,000	0.00%	0
4170	Elections	-	2,571	-	3,500	1,000	-71.43%	-2,500
4190	Public Buildings*	122,672	102,918	170,305	184,439	102,300	-44.53%	-82,139
4510	Street Maintenance*	173,130	145,054	188,123	186,141	193,000	3.68%	6,859
4560	Public Works*	146,665	155,071	155,553	161,197	177,500	10.11%	16,303
4730	Stormwater Management*	21,740	29,924	204,998	37,084	43,100	16.22%	6,016

With the elimination of the NCORR Department, there are now 18 departments in the General Fund. However, I will be referring to 19 departments because I am comparing FY23's 19 to FY22's 18. We have discussed 10 of the 19 today. This is a summary of the ones we have discussed thus far. The other 9 will be discussed at the next workshop. 5 of these 10 have either a reduction in funding or no change as compared to FY22.

- Budget amended since adoption as of 3-10-22

# **Town of River Bend**

**Fiscal Year 2022-2023 Budget Workshop**

**Date-May 3**

- 15. Police**
- 16. Recreation and Special Events**
- 17. Parks and CAC**
- 18. Emergency Services**
- 19. Animal Control**
- 20. Wetlands & Waterways**
- 21. Leaf & Limb**
- 22. Planning and Zoning**
- 23. General Fund- Revenue/Expense**
- 24. General Fund- Fund Balance**