

# Town of Tarboro, North Carolina

## Annual Operating Budget Fiscal Year 2017 - 2018



Prepared By:  
Troy R. Lewis – Town Manager  
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# Table of Contents

	<u>Page</u>
Principal Officials	1
Organizational Chart	2
Budget Message	3
Revenue Summary	7
Expenditure Summary	8
<b>General Fund</b>	
Summary	9
Revenue Detail	10
Expenditure Detail	
Governing Body	13
Administration	15
Elections	17
Finance – Accounting	19
Finance – Administration	21
Finance – Collections	23
Police	25
Fire	27
Public Works	
Garage	29
Building and Grounds	31
Animal Control	33
Administration	35
Engineering	37
Streets	39
Planning and Economic Development	41
Main Street	43
Recreation	
Administration	45
Swimming Pools	47
Indian Lake	47
Nutrition	48
Appropriations	50

# Table of Contents

	<u>Page</u>
<b>Special Revenue Funds</b>	
Summary	51
Revenues	52
Expenditures	53
<b>Electric Fund</b>	
Summary	54
Revenues	57
Expenditures	
Administration	58
Operations	59
Load Management	60
Purchased Power	60
Contributions to Other Funds	60
<b>Water and Sewer Fund</b>	
Summary	61
Revenue	63
Expenditures	
Administration	64
Water Treatment Plant	65
Water Distribution System	65
Wastewater Treatment	65
Sewage Collection	66
Sewer Pump Station	66
Contributions to Other Funds	66
<b>Solid Waste Fund</b>	
Summary	67
Revenue	69
Expenditures	70
<b>Capital Outlay</b>	71
<b>Salary Allocations</b>	77
<b>Budget Ordinance</b>	78

# Principal Officials

## ELECTED OFFICIALS

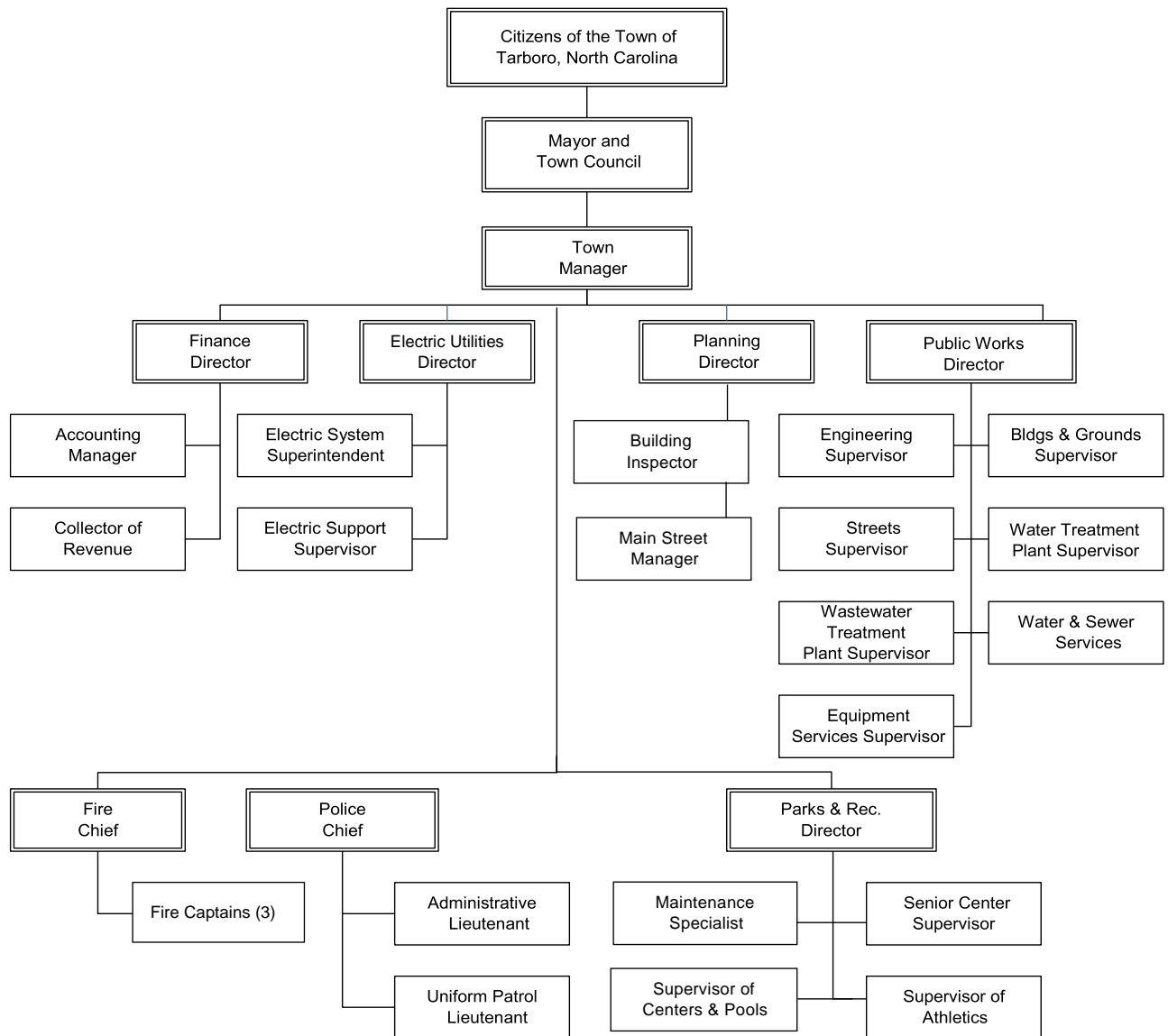
<u>Title</u>	<u>Name</u>	<u>Total Length of Service</u>	<u>Term Expires <sup>1</sup></u>
Mayor	Joseph W. Pitt	1 Year	December, 2017
Councilman Ward 1	Othar Woodard	4 Years	December, 2017
Councilman Ward 2	Leo Taylor	2 Years	December, 2019
Councilman Ward 3	Stephen Burnette	4 Years	December, 2017
Councilman Ward 4	C B Brown	2 Years	December, 2019
Councilman Ward 5	John Jenkins	16 Years	December, 2017
Councilman Ward 6	Deborah Jordan	6 Years	December, 2019
Councilman Ward 7	Sabrina Bynum	1 Year	December, 2017
Councilman Ward 8	Garland Shephard	6 Years	December, 2019

<sup>1</sup> The Mayor serves a four-year term. Councilmen serve four-year staggered terms.

## APPOINTED OFFICIALS

<u>Title</u>	<u>Name</u>	<u>Length of Time in This Position</u>	<u>Length of Employment with the Town of Tarboro</u>
Town Manager	Troy R. Lewis	1 Year	16 Years
Finance Director	Anne Y. Mann	3 Years	3 Years
Police Chief	Jesse F. Webb	1 Year	22 Years
Public Works Director	John K. Moore	1 Year	32 Years
Electric Utilities Director	Robert Harrison III	8 Years	33 Years
Fire Chief	Frankie A. Winslow	5 Years	26 Years
Recreation Director	Travis Stigge	2 Years	2 Years
Planning Director	Catherine Grimm	2 Years	2 Years

# Organizational Chart



TO: Mayor and Town Council

FROM: Troy R. Lewis, Town Manager

DATE: June 12, 2017

SUBJECT: Budget for Fiscal Year 2017-2018

Submitted herein is the budget for Fiscal Year (FY) 2017-2018. The budget is balanced in its entirety as required by the North Carolina Local Government Budget and Fiscal Control Act.

The Town of Tarboro's overall budget for FY 2017-2018 totals \$40,312,117.

#### GENERAL FUND

The proposed ad valorem tax rate for FY 2017-2018 is to remain at 41 cents per \$100 valuation of \$881,023,879 with a collection rate of 97.59%. General Fund revenues and expenditures are balanced at \$10,277,892.

The FY 2017-2018 Budget for the Town of Tarboro continues to conservatively hold the line on expenditures while meeting the established objectives of providing extremely high quality and desirable public services to residents. Operating in a fiscally conservative manner allows Tarboro to maintain a comparatively low ad valorem tax rate.

Capital outlay items contained in the FY 2017-2018 Budget within this Fund include funding for replacement of the Town's financial software, improvements to parks and facilities, replacement of six (6) police vehicles, replacement of necessary service vehicles and equipment, and implementation of a wayfinding sign program. In order to fund this capital outlay, a capital outlay reserve appropriation of \$616,200 has been budgeted.

Anticipated State collected local revenues have been calculated utilizing data supplied by the North Carolina League of Municipalities and local economic data. The Town anticipates these revenues to increase slightly as a result of an improving economy.

Edgecombe County completed a property revaluation in 2016. As a result of the revaluation, Tarboro saw a 2.4% decrease in property values. As required by NC General Statutes, the town has calculated a revenue neutral tax rate based on the average growth during the past eight years. During the time since the last revaluation, the Town has seen an average annual growth in assessed valuation of .24%. Based on this information, the calculated revenue neutral tax rate is 42.12 cents. The FY 2017-2018 budget is being proposed with no ad valorem tax rate increase. This decision will obviously impact property tax revenue for the coming years, and the budget has been adjusted accordingly.

### SOLID WASTE MANAGEMENT FUND

Edgecombe County landfill fees will be increasing by \$1.50 from \$49.50 per ton to \$51.00 per ton. Over the years, the Town of Tarboro has attempted to keep solid waste fees low by absorbing these increases. However, at this time it is necessary to raise the solid waste fee to customers from \$20.86 to \$22.00 to cover these additional costs. No capital outlay is proposed from the Solid Waste fund this fiscal year. \$42,352 of fund balance has been appropriated from the Solid Waste Management Fund in order to balance the FY 2017-2018.

### WATER AND SEWER FUND

There is no rate increase proposed for the FY 2017-2018 Budget for the Water and Sewer Fund. The Town of Tarboro is always mindful of holding rates as low as possible for its customers. As customer habits change to better conservation and appliances become more efficient, revenues continue to decline in the Water and Sewer Fund. Costs however, continue to rise, making it necessary for staff to stay vigilant on reducing expenditures and increasing operational efficiency. Through this vigilance, the Town of Tarboro continues to have rates lower than all surrounding municipalities and communities around the state with much larger systems. Rates will continue to be monitored in the future for adjustment as necessary in order to provide quality water and sewer services to the Town's customers.

The Water and Sewer fund reflects \$403,000 worth of Capital Outlay Improvements and Equipment purchases. These expenditures include cleaning the clear well and finished water wet well at the Town's Water Treatment Plant, upgrades to the SCADA system, and replacement of a lagoon mixer and blower at the Town's Wastewater Treatment facility. Other Capital items reflected in the Water and Sewer Fund for Fiscal Year 2017-2018 include funding for continuation of the hydrant replacement program, rehabilitation of waste water collection lines, replacement of two service trucks, and rehabilitation of critical equipment at the Office Street Pumping Station.

### STREET IMPROVEMENT FUND

The Street Improvement Fund encompasses the revenues and expenditures reflected by the State of North Carolina's Powell Bill program. In that the Town funded a significant street resurfacing program in FY 2015-2016, we will wait until FY 2018-2019 to conduct another major street resurfacing program. Capital expenditures this fiscal year from the Powell Bill fund total \$200,000. This will be utilized to replace an existing dump truck with a tandem axle dump truck.

## ELECTRIC FUND

The FY 2017-2018 Electric Fund budget reflects revenue and expenditure numbers for the purchase, distribution, and sale of electricity. The Electric Fund represents a significant portion of the Town's total budget. The budgeted expenditures for the Electric Fund total \$24,014,662. Of this amount, \$16,750,000 is the direct expense for the purchase of power. The remainder of the fund's expenditures is comprised of distribution system maintenance, system improvements, personnel costs, and the statutorily permitted transfer to the General Fund.

In April of 2017 the Tarboro Town Council passed along a wholesale rate decrease of 4.4% to its electric customers, which represented an approximately 3.8% retail rate decrease for a residential customer utilizing 1000 kwh per month. Coupled with recent retail rate decreases totaling 19% due to the sale of generation assets, this class of customer has seen an overall decrease of 22.8% within the past two years.

Capital Outlay items included in the FY 2017-2018 Budget for the Electric Fund include funding for a portion of the costs to replace the Town's financial and utility billing software, replacement of a substation regulator, continuation of our LED lighting conversion program (including retrofitting the historic whiteway lights downtown), replacement of a bucket truck, replacement of a service truck, and replacement of a trencher. A capital outlay reserve appropriation of \$612,000 has been budgeted from the Electric Fund for capital outlay needs. An additional Fund Balance appropriation of \$172,062 from the Electric Fund has been made to balance the FY 2017-2018 Budget.

## OPERATIONS

Each departmental line item within the FY 2017-2018 Budget has been carefully reviewed to maximize cost savings and improve efficiencies.

Operating funds have been appropriated at requested levels for the Carolinas Gateway Partnership, The Edgecombe County Memorial Library, the Tarboro-Edgecombe Airport Authority and the Edgecombe County Arts Council.

The Town of Tarboro funds fifty percent (50%) of the Edgecombe Cultural Arts Council's operating budget. The Town owns and provides maintenance and upkeep of the Blount-Bridgers House, Pender Museum, and the surrounding grounds.

The Town of Tarboro funds twenty-nine percent (29%) of the budget for the main library of Edgecombe County Memorial Library. The County funds the remaining seventy-one percent (71%). The funding is based on a per capita basis.



## PERSONNEL

No positions were added or eliminated in the FY 2017-2018 Budget.

The FICA, retirement, and salary wage lines reflect a 2% pay plan adjustment.

A 2% merit raise has been budgeted for the Town's above standard employees. Performance evaluation processes and forms have been updated and standardized to ensure all employees' performance is thoroughly evaluated each year on their anniversary date.

Worker's Compensation insurance and General Liability insurance costs are projected to remain the same.

Health Insurance costs are projected to increase by an average of 10.9%. This increase is the result of a base rate increase of 7.9% and changes made to improve the coverage provided to employees and insured family members. The deductible was decreased from \$1,500 to \$1,000 and emergency room visits will no longer be subject to the deductible and coinsurance costs. After receiving competitive bids, plans that meet our needs through NC League of Municipalities remain the lowest.

Dental care insurance costs are anticipated to remain the same.

## CAPITAL OUTLAY

Capital outlay expenditures for the upcoming fiscal year for the Town of Tarboro are fully detailed in the Town of Tarboro FY 2017-2022 Capital Improvement Plan. Due to the achievement of Fund Balance goals that were established by the Town Council in the General Fund, Water & Sewer Fund and the Solid Waste Fund, the FY 2017-2018 Proposed Budget compilation effort was greatly assisted by utilizing Fund Balance amounts that exceeded Council established Fund Balance goals for proposed Capital Outlay needs.

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE SUMMARY**

Fund Name	2015-2016	2016-2017		2017-2018		
	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>GENERAL</b>	9,023,687	10,918,114	7,272,624	9,554,590	10,260,291	10,277,892
<b>POWELL BILL</b>	385,204	329,500	338,680	323,200	323,200	323,200
<b>EMERGENCY 911</b>	103,783	165,737	124,286	165,681	165,681	120,786
<b>LAW ENFORCEMENT</b>	31,600	20,000	12,910	37,150	37,150	37,150
<b>ELECTRIC</b>	26,108,664	24,946,340	18,409,839	23,158,100	24,027,061	24,014,662
<b>WATER &amp; SEWER</b>	4,332,964	4,442,970	3,322,925	4,386,200	4,409,575	4,409,575
<b>SOLID WASTE</b>	1,036,518	1,305,687	776,688	1,030,000	1,128,852	1,128,852
	<u>41,022,420</u>	<u>42,128,348</u>	<u>30,257,953</u>	<u>38,654,921</u>	<u>40,351,810</u>	<u>40,312,117</u>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE SUMMARY**

Fund Name	2015-2016	2016-2017		2017-2018		
	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>GENERAL</b>	8,996,086	10,918,114	7,740,941	11,831,147	10,260,291	10,277,892
<b>POWELL BILL</b>	862,521	329,500	56,045	323,200	323,200	323,200
<b>EMERGENCY 911</b>	81,727	165,737	56,350	165,681	165,681	120,786
<b>LAW ENFORCEMENT</b>	13,366	20,000	10,542	37,150	37,150	37,150
<b>ELECTRIC</b>	22,224,292	24,946,340	18,056,817	23,926,983	24,027,061	24,014,662
<b>WATER &amp; SEWER</b>	4,270,000	4,442,970	3,110,691	4,403,536	4,409,575	4,409,575
<b>SOLID WASTE</b>	949,189	1,305,687	1,019,800	1,087,064	1,128,852	1,128,852
	<u>37,397,181</u>	<u>42,128,348</u>	<u>30,051,186</u>	<u>41,774,761</u>	<u>40,351,810</u>	<u>40,312,117</u>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**FUND SUMMARY**

	2015-2016	2016-2017		2017-2018		
Department	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>GENERAL FUND</b>						
Revenues						
3000 - Revenues	9,023,687	10,918,114	7,272,624	9,554,590	10,260,291	10,277,892
Total Estimated Revenues	9,023,687	10,918,114	7,272,624	9,554,590	10,260,291	10,277,892
Appropriations						
4110 - Governing Body	67,258	96,300	45,493	78,500	60,680	60,680
4120 - Administration	546,029	590,380	510,728	555,294	543,800	543,800
4125 - Elections	9,672	-	-	10,000	10,000	10,000
4130 - Finance: Accounting	211,874	273,684	195,728	390,542	284,850	284,850
4135 - Finance: Administration	84,932	100,230	85,691	101,637	98,145	98,145
4140 - Finance: Collections	128,456	117,050	82,914	116,534	114,776	114,776
4250 - PW: Garage	143,182	217,810	185,486	184,139	140,850	140,850
4260 - PW: Buildings & Grounds	797,419	834,710	684,684	1,386,505	946,200	946,200
4310 - Police	2,896,482	4,038,355	2,371,533	3,360,679	3,197,620	3,197,620
4340 - Fire	1,473,997	1,670,350	1,254,210	2,217,689	1,722,650	1,727,650
4380 - PW: Animal Control	64,765	72,015	54,563	74,764	74,380	74,380
4510 - PW: Administration	108,999	87,630	72,081	91,689	89,270	89,270
4515 - PW: Engineering	46,559	36,910	18,639	67,069	29,550	29,550
4520 - PW: Streets and Highways	690,263	778,070	676,624	935,145	827,470	827,470
4900 - Planning and Economic Dev	236,946	290,304	184,720	295,928	290,390	320,390
4950 - Main Street	-	59,485	34,180	74,602	74,820	74,820
6120 - Recreation	1,019,294	1,162,940	874,458	1,316,824	1,208,180	1,208,180
6125 - Recreation: Swimming Pools	59,033	64,260	44,070	83,642	83,642	83,642
6130 - Recreation: Indian Lake	85,188	87,960	57,626	117,918	86,920	86,920
6170 - Recreation: Nutrition	96,568	107,825	75,666	114,475	118,527	118,527
8500 - Appropriations	229,168	231,846	231,846	257,572	257,572	240,172
Total Appropriations	8,996,086	10,918,114	7,740,941	11,831,147	10,260,291	10,277,892
Revenues over Appropriations	27,601	-	(468,316)	(2,276,557)	-	-

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Revenues	Budget	Department Requested	Manager Recommended	Council Approved
GENERAL FUND						
10-3010-2008	TAXES 2008 LEVY	1,357	100	-	-	-
10-3010-2009	TAXES 2009 LEVY	7,782	250	100	100	100
10-3010-2010	TAXES 2010 LEVY	1,203	500	250	250	250
10-3010-2011	TAXES 2011 LEVY	2,577	750	500	500	500
10-3010-2012	TAXES 2012 LEVY	16,251	1,500	750	750	750
10-3010-2013	TAXES 2013 LEVY	11,436	3,000	1,500	1,500	1,500
10-3010-2014	TAXES 2014 LEVY	34,867	10,000	3,000	3,000	3,000
10-3010-2015	TAXES 2015 LEVY	3,276,461	50,000	10,000	10,000	10,000
10-3010-2016	TAXES 2016 LEVY	-	3,500,000	50,000	50,000	50,000
10-3010-2017	TAXES 2017 LEVY	-	-	3,500,000	3,250,000	3,250,000
10-3011-2015	MOTOR VEHICLE TAX 2015	333,741	-	-	-	-
10-3011-2016	MOTOR VEHICLE TAX 2016	-	250,000	-	-	-
10-3011-2017	MOTOR VEHICLE TAX 2017	-	-	325,000	325,000	325,000
10-3011-3100	MOTOR VEHICLE TAX PRIOR YEARS	34,728	25,000	1,500	1,500	1,500
10-3090-0100	PAYMENT IN LIEU OF TAXES	36,353	12,500	12,500	12,500	12,500
10-3140-0100	DOG LICENSE	1,038	1,250	1,250	1,250	1,250
10-3150-0100	LATE LISTING	4,415	2,500	4,500	4,500	4,500
10-3170-0100	INTEREST & PENALTIES-DEL TAXES	36,331	27,500	31,000	31,000	31,000
10-3190-0100	AUTO STICKER FEES	51,374	40,000	40,000	40,000	40,000
10-3190-0200	RENTAL VEHICLE TAX	6,213	3,000	4,500	4,500	4,500
10-3200-0100	REFUNDS AND REIMBURSEMENTS	26,755	25,000	25,000	25,000	25,000
10-3230-4930	ASSESSMENTS	888	-	-	-	-
10-3250-0100	PRIVILEGE LICENSE	170	-	-	-	-
10-3250-0200	BEER AND WINE LICENSE	710	250	500	500	500
10-3280-0100	VIDEO PROGRAMMING-CATV FRANCHISE	179,919	200,000	200,000	190,000	190,000
10-3290-0100	INTEREST EARNED ON INVESTMENTS	10,890	10,000	12,500	15,000	15,000
10-3370-0100	UTILITIES FRANCHISE TAX	931,775	1,000,000	1,000,000	1,000,000	1,000,000
10-3410-0100	BEER AND WINE TAX	49,484	50,000	50,000	50,000	50,000
10-3450-0100	LOCAL OPTION SALES TAX	519,910	535,000	575,000	575,000	575,000
10-3450-0200	1983 1/2 CENT SALES TAX UNREST	489,976	500,000	540,000	540,000	540,000
10-3450-0300	1986 1/2 CENT SALES TAX UNREST	251,260	260,000	285,000	285,000	285,000
10-3450-0302	HOLD HARMLESS REIMBURSEMENT	550,527	580,000	632,000	632,000	632,000
10-3470-0100	ABC TAX	10,155	9,000	15,000	15,000	15,000
10-3480-1000	SPAY/NEUTER	1,847	2,000	1,500	1,500	1,500
10-3480-2700	BUREAU OF JUSTICE - BULLET PROOF VEST	8,685				
10-3480-2800	GOVERNOR'S HWY SAFETY PROGRAM	22,149	-	63,000	63,000	63,000
10-3480-2900	LAW ENFORCEMENT GRANTS	2,500	20,000	-	-	-
10-3480-3202	STATE GRANT PROCEEDS	-	15,000	-	-	-
10-3480-3304	OTHER GRANTS	4,000	4,000	4,000	4,000	4,000
10-3480-3310	URBAN & COMMUNITY FORESTRY GRANT	-	-	-	-	-
10-3490-0500	SENIOR CITIZENS GEN PURPOSE GRANT	3,800	4,000	4,000	6,000	6,000

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Revenues	Budget	Department Requested	Manager Recommended	Council Approved
10-3490-0600	REGION L GRANT-NUTRITION PROG	35,651	40,000	40,000	40,000	40,000
10-3490-0800	REGION L TITLE III CONTRACT	14,481	13,500	13,440	13,440	13,440
10-3490-0900	SHIIP GRANT	4,554	4,000	4,000	4,000	4,000
10-3510-0100	WARRANT FEES	5,836	5,000	5,000	5,000	5,000
10-3510-0200	ANIMAL CONTROL FEES	1,748	2,000	2,000	2,000	2,000
10-3510-0300	CIVIL FEES - DOGS	100	200	100	100	100
10-3510-0400	NOISE VIOLATIONS	331	1,000	1,000	1,000	1,000
10-3510-5101	POLICE FEES	7,421	7,000	7,000	7,000	7,000
10-3510-5102	COURT COSTS	682	1,000	500	500	500
10-3510-5103	POLICE DONATIONS	6,000	5,000	2,500	2,500	2,500
10-3520-0100	PARKING VIOLATIONS	4,873	5,000	10,000	20,000	20,000
10-3520-4920	PLANNING/ZONING FEES	660	750	2,500	2,500	2,500
10-3520-5010	WEED LIENS	9,250	7,500	7,500	10,000	10,000
10-3520-5011	GRASS CUTTING AGREEMENT	-	-	3,000	3,000	3,000
10-3530-0100	FIRE PROTECTION CHARGES	855	800	800	800	800
10-3530-0400	GOVERNOR'S CRIME COMM GRANT	15,000	-	15,000	15,000	15,000
10-3540-0200	MISCELLANEOUS REVENUE RECEIPTS	9,715	1,000	1,000	1,000	1,000
10-3540-0500	RENT REVENUE-PARKING	14,379	13,000	13,000	13,000	13,000
10-3540-0600	RENT TOWN OWNED PROPERTY	15,988	10,000	10,500	10,500	10,500
10-3540-0601	RENT - CENTURYLINK	-	-	-	-	-
10-3540-0700	RADIO ACCESS RENTAL	900	1,000	900	900	900
10-3550-0100	BUILDING PERMITS	32,260	40,000	40,000	40,000	40,000
10-3610-0100	SALE OF CEMETERY LOTS	37,000	20,000	35,000	35,000	35,000
10-3650-0200	REC SWIMMING POOL ADMISSIONS	273	12,500	-	-	-
10-3650-0210	REC - COMMUNITY POOL ADMISSIONS	8,412	-	6,000	6,000	6,000
10-3650-0220	REC - CLARK POOL ADMISSIONS	654	-	750	750	750
10-3650-0230	REC - SWIMMING LESSONS	2,175	-	2,000	2,000	2,000
10-3650-0400	REC ATHLETIC FEES	9,049	35,000	15,000	15,000	15,000
10-3650-0410	REC - PROGRAMMING FEES	310	-	500	500	500
10-3650-0500	REC ATHLETIC CONCESSION	663	39,000	-	-	-
10-3650-0510	REC - SIMMING POOL CONCESSIONS	2,433	-	2,100	2,100	2,100
10-3650-0520	REC - ATHLETIC CONCESSIONS	9,506	-	3,000	3,000	3,000
10-3650-0530	REC - VENDING MACHINES	3,903	-	4,000	4,000	4,000
10-3650-0600	REC ATHLETIC TOURNAMENTS	-	26,000	-	-	-
10-3650-0610	REC - TOURNAMENT GATE FEES	15,332	-	3,500	3,500	3,500
10-3650-0620	REC - TOURNMENT FIELD RENT	4,100	-	4,000	4,000	4,000
10-3650-0621	REC - TOURNMENT FIELD RENT	7,762	-	9,000	9,000	9,000
10-3650-0630	REC - TOURNAMENT CONCESSIONS	30,048	-	15,000	15,000	15,000
10-3650-0700	REC FITNESS MACHINE USER CHARGES	15,084	17,500	17,500	17,500	17,500
10-3650-0800	REC FACILITY RESERVATIONS & RENTALS	-	-	-	-	-
10-3650-0801	ROBERSON CENTER	155	-	350	350	350
10-3650-0802	BRASWELL CENTER & SHELTERS	2,050	-	2,500	2,500	2,500
10-3650-0803	RAY CENTER & CLARK PARK	1,275	-	1,200	1,200	1,200

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Revenues	Budget	Department Requested	Manager Recommended	Council Approved
10-3650-0804	INDIAN LAKE SPORTS COMPLEX	-	-	100	100	100
10-3650-0805	INDIAN LAKE PAVILION & CAMPING	2,070	-	1,500	1,500	1,500
10-3650-0900	REC CORPORATE CONTRIBUTIONS	2,500	-	-	-	-
10-3650-1000	REC MISCELLANEOUS REVENUE	712	6,500	500	500	500
10-3650-1300	LOCAL CONTRIB - NUTRITION PROG	13,294	15,000	15,000	15,000	15,000
10-3650-1400	REC SENIOR CITIZENS ACTIVITIES	17,546	12,000	15,000	15,000	15,000
10-3650-1500	REC NONRESIDENT FEE	175	-	-	-	-
10-3650-1600	REC CORPORATE SPONSORSHIPS	4,108	-	4,500	4,500	4,500
10-3750-0100	RETURN CHECK FEES	3,093	4,000	3,000	3,000	3,000
10-3810-0100	SALE OF EQUIPMENT & MATERIALS	23,396	5,000	5,000	25,000	25,000
10-3810-0200	SALE OF REAL PROPERTY	3,350	-	-	50,000	50,000
10-3810-0300	GAIN/LOSS-INVENTORY	-	-	-	-	-
10-3900-0000	PROCEEDS FROM INSTALLMENT PURCHASE	-	-	-	-	-
10-3910-3000	CHARGES TO ELECTRIC FUND	186,345	248,426	250,000	231,638	231,638
10-3910-3100	CHARGES TO WATER/SEWER FUND	188,299	135,920	135,000	135,885	135,885
10-3910-3200	CHARGES TO SOLID WASTE FUND	19,019	19,533	20,000	27,602	27,602
10-3970-3000	CONTR FROM ELECTRIC FUND	1,100,000	1,074,037	1,200,000	1,471,584	1,459,185
10-3970-3001	CONTR FROM ELEC-PAY LIEU TAXES	207,360	209,169	210,000	210,792	210,792
10-3980-0100	CAPITAL OUTLAY RESERVE APPROPRIATIONS	-	967,787	-	616,200	616,200
10-3990-0100	FUND BALANCE APPROPRIATED	-	770,892	-	-	30,000
10-3990-0999	CANCELLED PRIOR YEAR EXPENDITURES	25	-	-	-	-
<b>TOTAL</b>		<u>9,023,687</u>	<u>10,918,114</u>	<u>9,554,590</u>	<u>10,260,291</u>	<u>10,277,892</u>

# Governing Body

Tarboro operates under a Council-Manager form of government. The Mayor is elected at-large on a non-partisan basis for a four-year term. Eight Council Members are elected from wards on a non-partisan basis for four-year staggered terms.



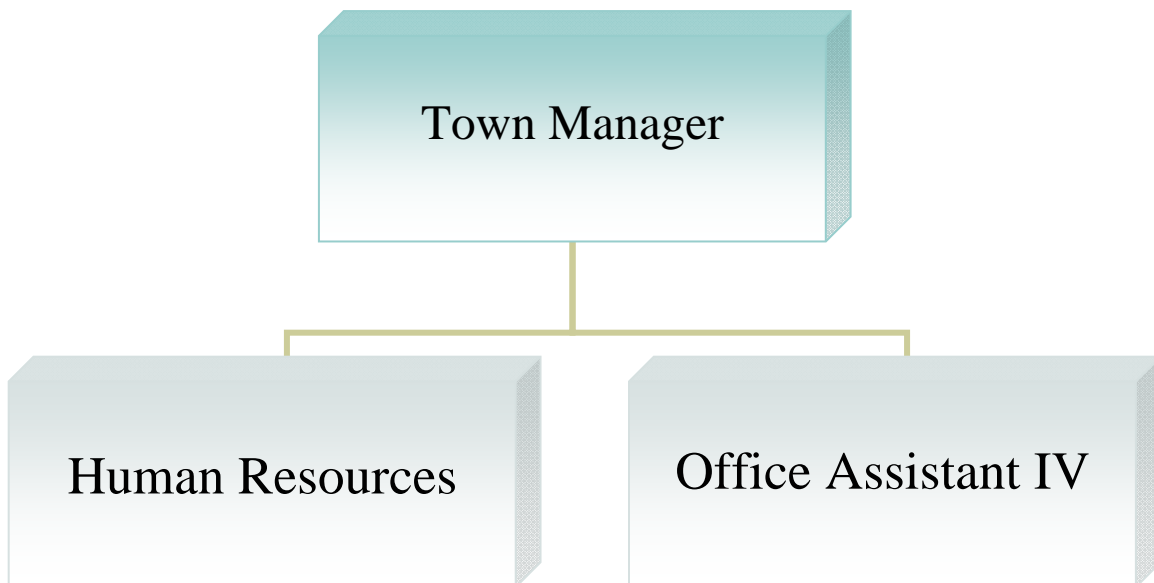
**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

		2015-2016	2016-2017	2017-2018		
Account No.	Department	Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
GENERAL FUND						
Department:	GOVERNING BODY					
10-4110-0500	FICA TAX EXPENSE	2,939	3,200	4,500	3,105	3,105
10-4110-1100	SALARIES AND WAGES	38,417	40,600	57,000	40,575	40,575
10-4110-1400	TRAVEL AND TRAINING	4,078	7,500	10,000	10,000	10,000
10-4110-3300	DEPT SUPPLIES & MATERIALS	982	30,000	2,000	2,000	2,000
10-4110-4300	PROFESSIONAL SERVICES	20,842	15,000	5,000	5,000	5,000
TOTAL GOVERNING BODY		67,258	96,300	78,500	60,680	60,680

# Administration

The Administration Department consists of the Town Manager and two additional staff members. This department is responsible for the day-to-day activities of the Town, including advising the Town Council on the financial position and future needs of the Town, preparing an annual budget, overseeing personnel matters, ensuring the implementation of policies and activities in each Town department, and representing the Town Council and the Town in business with other agencies.

The Insurance and Bonds line item includes Worker's Compensation premium, liability, property, equipment, inland marine insurance coverage and bonds for the General Fund, plus unemployment insurance payments for former employees.



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

		2015-2016	2016-2017	2017-2018		
		Actual		Department	Manager	Council
Account No.	Department	Expenditures	Budget	Requested	Recommended	Approved
Department:	ADMINISTRATION					
10-4120-0500	FICA TAX EXPENSE	7,936	7,700	8,008	6,500	6,500
10-4120-0600	GROUP INSURANCE	11,424	11,540	12,694	8,800	8,800
10-4120-0601	GROUP INSURANCE - RETIREES	17,408	19,440	21,384	23,500	23,500
10-4120-0700	RETIREMENT EXPENSE	13,801	13,200	13,728	11,500	11,500
10-4120-1100	SALARIES AND WAGES	109,926	99,500	103,480	83,500	83,500
10-4120-1200	PRINTING	-	1,000	1,000	1,000	1,000
10-4120-1300	UTILITIES	21,882	19,500	22,000	17,500	17,500
10-4120-1400	TRAVEL AND TRAINING	7,614	8,500	8,000	4,000	4,000
10-4120-1700	LEGAL SERVICES	27,974	22,500	20,000	20,000	20,000
10-4120-3300	DEPT SUPPLIES AND MATERIALS	6,447	10,000	10,000	7,500	7,500
10-4120-5300	DUES AND SUBSCRIPTIONS	21,813	25,000	22,000	22,000	22,000
10-4120-5400	INSURANCE AND BONDS	218,230	265,000	240,000	265,000	265,000
10-4120-5401	CLAIMS DEDUCTIBLE	4,933	5,000	5,000	5,000	5,000
10-4120-5710	PRE-EMPLOYMENT PHYSICALS	-	-	-	-	-
10-4120-5711	WELLNESS	-	500	1,000	1,000	1,000
10-4120-5713	COMPLIANCE TESTS	1,599	2,000	2,000	2,000	2,000
10-4120-6200	TAX PAYMENT REFUND	75,041	80,000	65,000	65,000	65,000
TOTAL ADMINISTRATION		546,029	590,380	555,294	543,800	543,800

# Elections

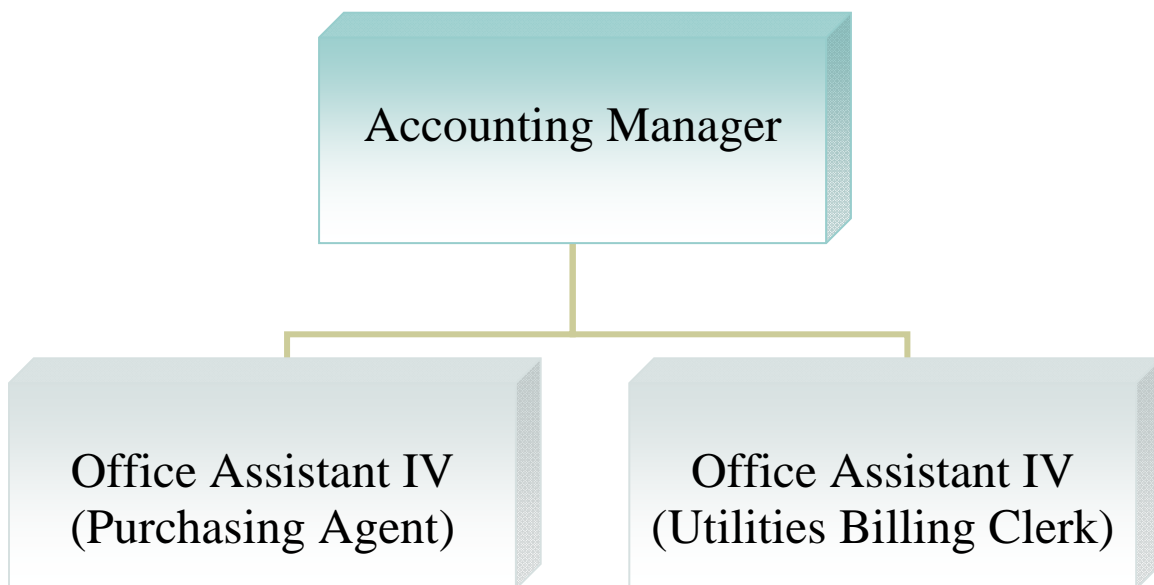
The Edgecombe County Board of Elections has the responsibility of conducting Federal, State, and local elections held within the County. This includes the election of the Town of Tarboro Mayor and the Town Council. The Town pays the Board of Elections for this service in election years. There is a municipal election scheduled for the 2017 – 2018 fiscal year.

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>ELECTIONS</b>					
10-4125-1010	ELECTIONS	9,672	-	10,000	10,000	10,000
TOTAL ELECTIONS		<u>9,672</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>

## Finance – Accounting

The staff of the Finance – Accounting Department is responsible for all general ledger accounting functions, including cash and revenue management, accounts payable, utility billing, and payroll processing. The division also maintains control over all property, inventory and equipment owned by the Town, maintains asset records, and ensures the proper disposition of surplus property.



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>FINANCE</b>	DIVISION:	Accounting			
10-4130-0500	FICA TAX EXPENSE	2,268	2,900	3,016	2,950	2,950
10-4130-0600	GROUP INSURANCE	5,312	5,910	6,501	6,500	6,500
10-4130-0601	GROUP INSURANCE - OPEB	16,365	23,750	26,125	9,000	9,000
10-4130-0700	RETIREMENT EXPENSE	3,926	5,000	5,200	5,200	5,200
10-4130-1100	SALARIES AND WAGES	31,244	37,500	39,000	38,000	38,000
10-4130-1200	PRINTING & PUBLISHING	682	2,500	2,500	2,500	2,500
10-4130-1400	TRAVEL AND TRAINING	1,247	3,000	3,000	3,000	3,000
10-4130-1600	MAINTENANCE & REPAIR EQUIP	2,339	6,500	4,000	4,000	4,000
10-4130-1800	ETHERNET & DEDICATED IP	6,869	7,200	7,200	7,200	7,200
10-4130-3300	DEPT SUPPLIES AND MATERIALS	2,283	3,900	3,500	3,500	3,500
10-4130-3310	OFFICE SUPPLIES	794	2,500	2,500	2,500	2,500
10-4130-3400	POSTAGE	-	40,000	40,000	40,000	40,000
10-4130-4401	BANK CHARGES	10,330	18,000	15,000	15,000	15,000
10-4130-4500	CONTRACTED SERVICES	12,876	18,000	18,000	18,000	18,000
10-4130-4550	COMPUTER SUPPORT SERVICES	82,010	90,000	90,000	90,000	90,000
10-4130-7400	CAPITAL OUTLAY - EQUIPMENT	33,330	7,024	125,000	37,500	37,500
TOTAL ACCOUNTING		211,874	273,684	390,542	284,850	284,850

## Finance – Administration

The Finance – Administration department consists of a single staff member, the Finance Officer. The Finance Officer provides oversight and coordination of the entire finance function, including accounting, collections, disbursements, payroll, and reporting. This department is responsible for maintaining Town accounts in accordance with generally accepted accounting principles as well as policies established by the Town Council. The department also recommends financial policies and guidelines, prepares the Comprehensive Annual Financial Report, and performs special financial analysis.



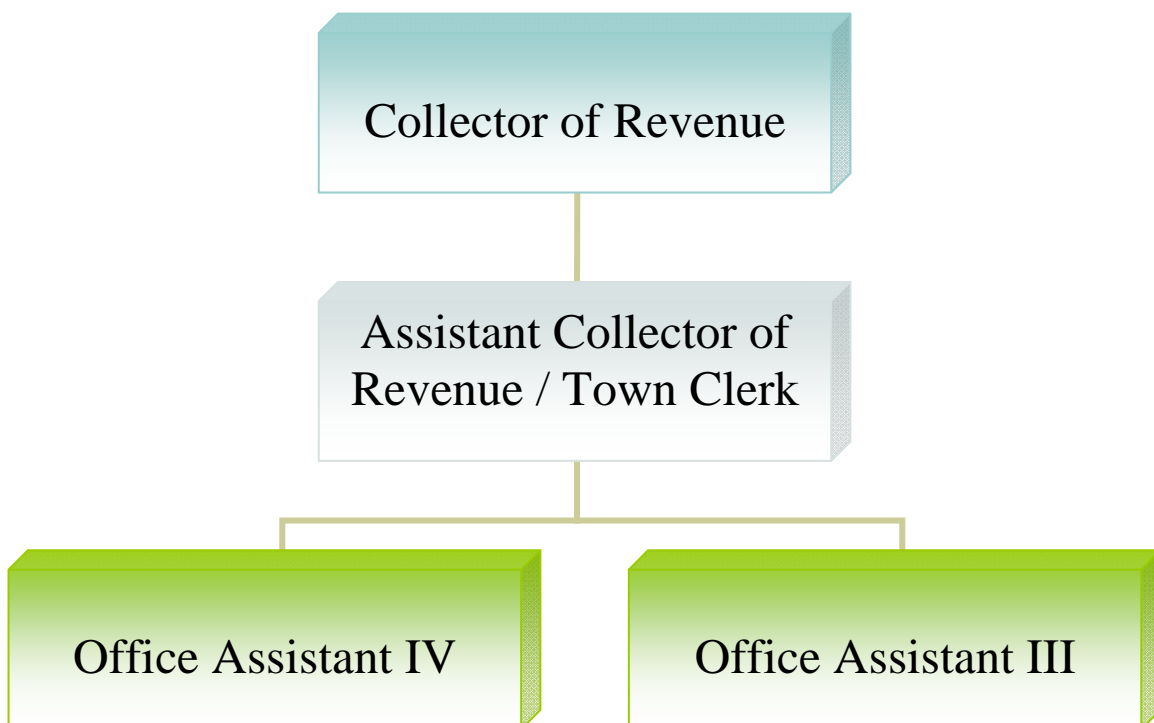


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>FINANCE</b>	DIVISION:	Administration			
10-4135-0500	FICA TAX EXPENSE	2,422	2,700	2,808	2,675	2,675
10-4135-0600	GROUP INSURANCE	3,377	3,410	3,751	3,500	3,500
10-4135-0601	GROUP INS RETIREES-OPEB	10,736	13,700	15,070	10,500	10,500
10-4135-0700	RETIREMENT EXPENSE	4,031	4,700	4,888	4,750	4,750
10-4135-1100	SALARIES AND WAGES	31,648	35,000	36,400	35,000	35,000
10-4135-1350	TELEPHONE	-	720	720	720	720
10-4135-1400	TRAVEL AND TRAINING	1,214	3,000	2,500	2,500	2,500
10-4135-3300	DEPT SUPPLIES AND MATERIALS	1,413	1,500	1,500	1,500	1,500
10-4135-3310	OFFICE SUPPLIES	-	500	500	500	500
10-4135-4300	PROFESSIONAL SERVICES	28,735	33,500	32,000	35,000	35,000
10-4135-5300	DUES AND SUBSCRIPTIONS	1,355	1,500	1,500	1,500	1,500
10-4135-7400	CAPITAL OUTLAY - EQUIPMENT	-		-	-	
TOTAL ADMINISTRATION		84,932	100,230	101,637	98,145	98,145

## Finance – Collections

The Collections Department is responsible for the billing and collection of the annual property tax levy as well as the collection of all revenues collected by the Town. The staff in this department provides customer service to all Town residents, property owners and utility customers.

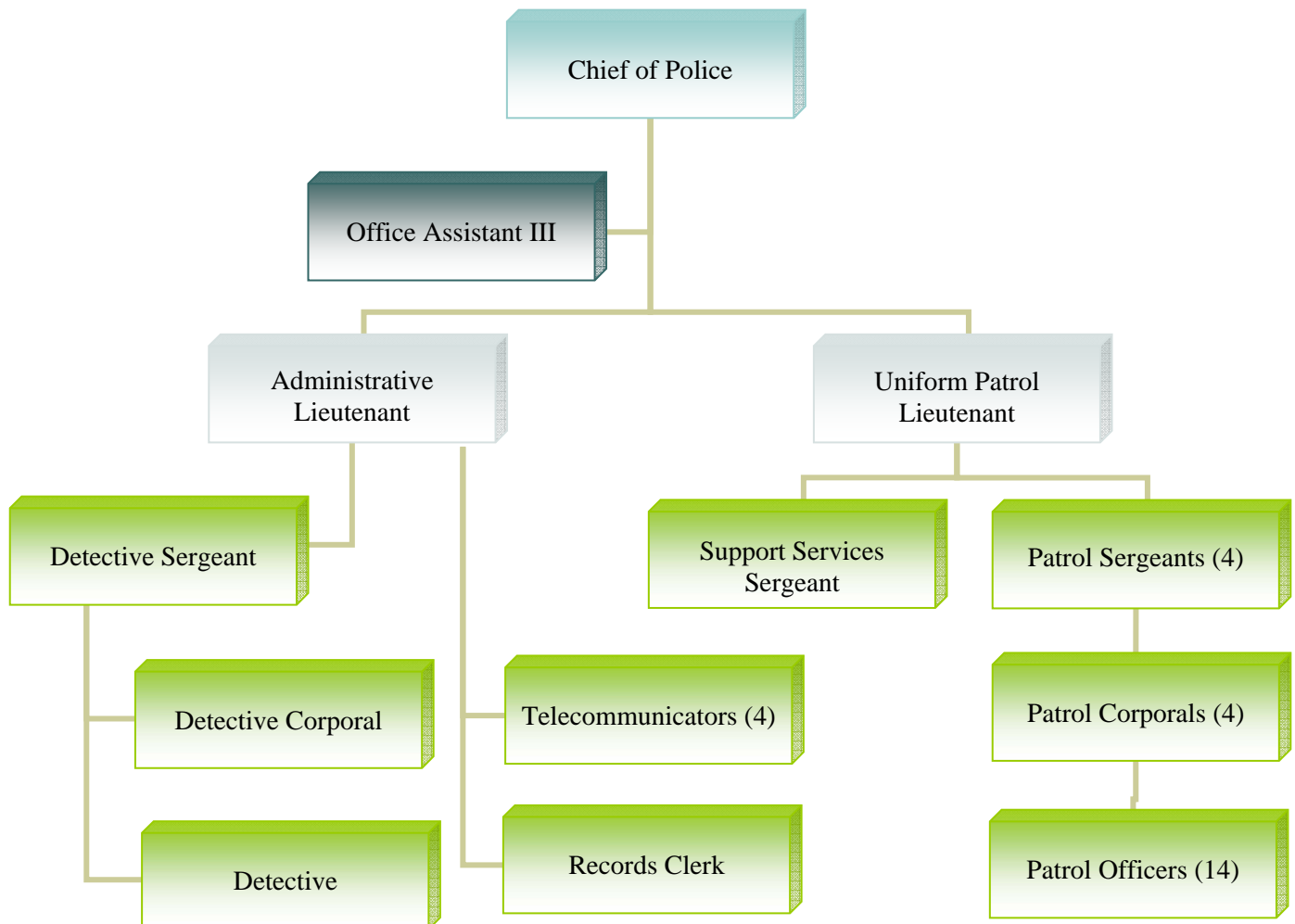


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>FINANCE</b>	DIVISION:	Collections			
10-4140-0500	FICA TAX EXPENSE	2,909	3,500	3,640	3,500	3,500
10-4140-0600	GROUP INSURANCE	8,004	8,090	8,899	9,100	9,100
10-4140-0601	GROUP INS RETIREES-OPEB	13,344	14,710	16,181	16,181	16,181
10-4140-0700	RETIREMENT EXPENSE	4,840	6,100	6,344	6,195	6,195
10-4140-1100	SALARIES AND WAGES	38,539	45,500	47,320	45,650	45,650
10-4140-1110	OVERTIME	-	-	-	-	-
10-4140-1200	PRINTING	1,008	3,500	3,500	3,500	3,500
10-4140-1400	TRAVEL AND TRAINING	1,001	3,500	3,500	3,500	3,500
10-4140-1600	MAINTENANCE & REPAIR EQUIP	251	400	400	400	400
10-4140-2700	MAINTENANCE OF CODE	3,499	3,500	3,500	3,500	3,500
10-4140-3300	DEPT SUPPLIES AND MATERIALS	2,595	5,750	4,000	4,000	4,000
10-4140-3310	OFFICE SUPPLIES	3,466	2,000	2,000	2,000	2,000
10-4140-3400	POSTAGE	47,615	18,000	15,000	15,000	15,000
10-4140-4400	TAX FORECLOSURE PURCHASE	-	-	-	-	-
10-4140-4500	CONTRACTED SERVICES	1,375	1,750	1,750	1,750	1,750
10-4140-4550	COMPUTER SUPPORT SERVICES	-	500	500	500	500
10-4140-5700	MISCELLANEOUS EXPENSE	10	250	-	-	-
TOTAL COLLECTIONS		128,456	117,050	116,534	114,776	114,776

# Police

The Police Department is responsible for proactively providing a safe community for residents, visitors, and businesses. They combine education, enforcement, and prevention in order to accomplish these objectives. Major components of the Police Department are: Administration, Investigations, Patrol and Communications. The Police Department is a nationally accredited and professional law enforcement agency that is committed to community policing as an organizational philosophy aimed at improving the overall quality of life in the Town.

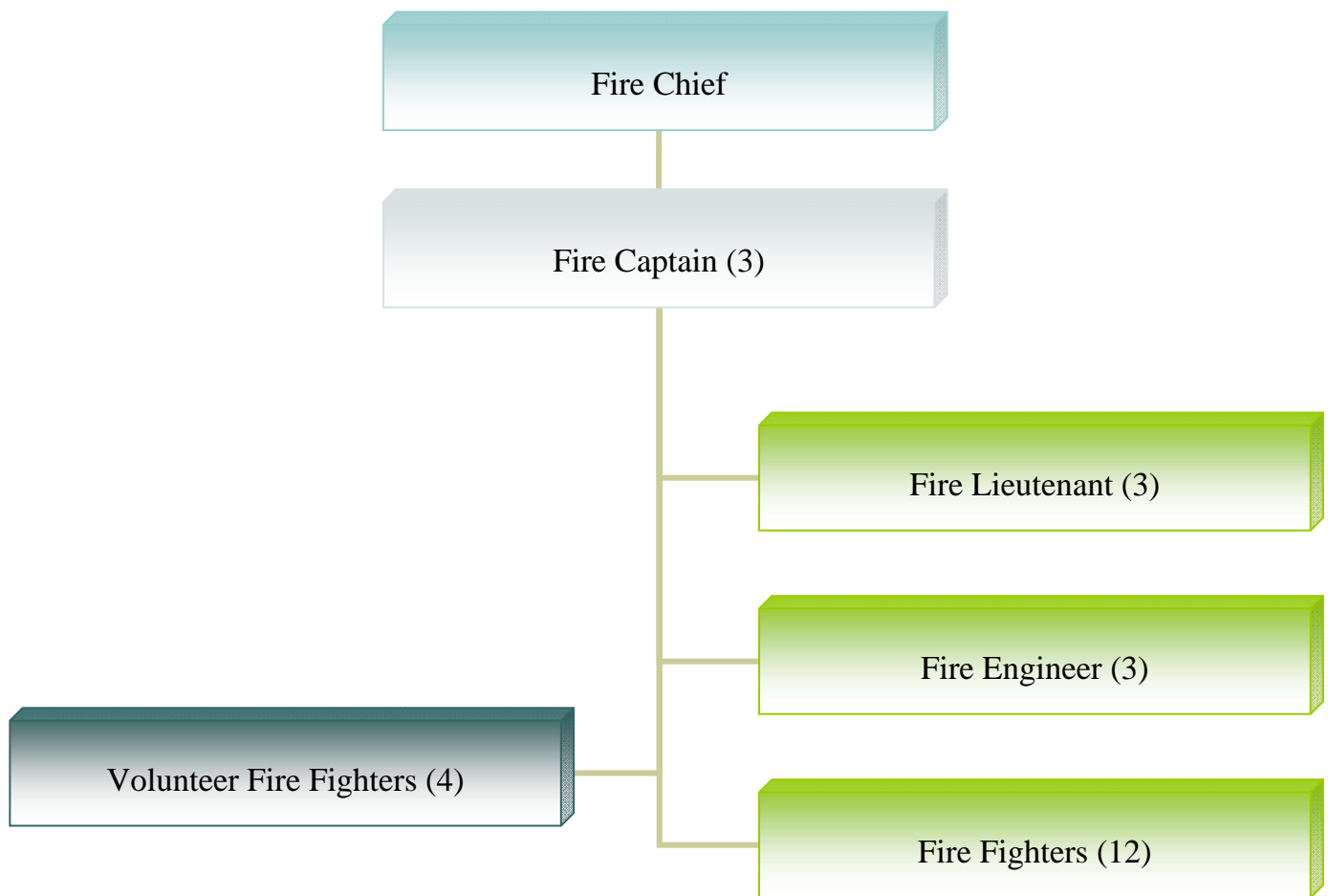


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

		2015-2016	2016-2017	2017-2018		
Account No.	Department	Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	POLICE					
10-4310-0500	FICA TAX EXPENSE	118,517	136,000	141,440	136,500	136,500
10-4310-0600	GROUP INSURANCE	232,415	257,800	283,580	283,580	283,580
10-4310-0601	GROUP INS RETIREES-OPEB	67,111	80,715	88,787	101,500	101,500
10-4310-0700	RETIREMENT EXPENSE	203,139	248,800	258,752	255,000	255,000
10-4310-1100	SALARIES AND WAGES	1,517,551	1,652,000	1,718,080	1,660,000	1,660,000
10-4310-1110	OVERTIME	106,918	125,000	125,000	125,000	125,000
10-4310-1200	PRINTING	137	1,000	1,500	1,500	1,500
10-4310-1300	UTILITIES	29,120	30,000	30,000	30,000	30,000
10-4310-1350	TELEPHONE	14,694	18,820	17,820	17,820	17,820
10-4310-1400	TRAVEL AND TRAINING	10,393	10,800	10,000	11,000	11,000
10-4310-1600	MAINTENANCE & REPAIR EQUIPMENT	43,501	47,000	45,000	45,000	45,000
10-4310-1900	PIN RENTAL	4,656	5,800	5,800	5,800	5,800
10-4310-3100	AUTO SUPPLIES	31,183	40,000	37,000	37,000	37,000
10-4310-3150	GASOLINE & FUEL	43,512	70,000	65,000	65,000	65,000
10-4310-3300	DEPT SUPPLIES AND MATERIALS	30,369	38,100	36,000	36,000	36,000
10-4310-3301	GOVERNOR'S HWY SAFETY LIASON	22,274	20,000	63,000	63,000	63,000
10-4310-3305	K-9 SUPPLIES	12,058	7,000	20,000	20,000	20,000
10-4310-3310	OFFICE SUPPLIES	6,816	10,000	9,000	9,000	9,000
10-4310-3600	UNIFORMS	10,691	17,000	17,000	17,000	17,000
10-4310-3601	POLICE - BULLET PROOF VESTS	17,203	3,000	3,000	3,000	3,000
10-4310-4550	COMPUTER SUPPORT SERVICES	25,221	32,000	27,000	27,000	27,000
10-4310-5300	DUES AND SUBSCRIPTIONS	7,025	10,520	9,920	9,920	9,920
10-4310-5701	DONATIONS/SPECIAL EVENTS	4,103	-	3,000	3,000	3,000
10-4310-5800	GOVERNOR'S CRIME COMMISSION GRANT	15,000	15,000	15,000	15,000	15,000
10-4310-7300	CAPITAL OUTLAY - IMPROVEMENTS	-	-	10,000	10,000	10,000
10-4310-7400	CAPITAL OUTLAY - EQUIPMENT	322,875	1,162,000	320,000	210,000	210,000
TOTAL POLICE		2,896,482	4,038,355	3,360,679	3,197,620	3,197,620

# Fire

The Tarboro Fire Department consists of 22 professional firefighters and 4 volunteer firefighters. Our mission at the Tarboro Fire Department is to protect lives, property and to educate the citizens of Tarboro and the surrounding community of Edgecombe County about fire safety and prevention. We strive to educate the public of potential hazards and ways to prevent those hazards from becoming problems.

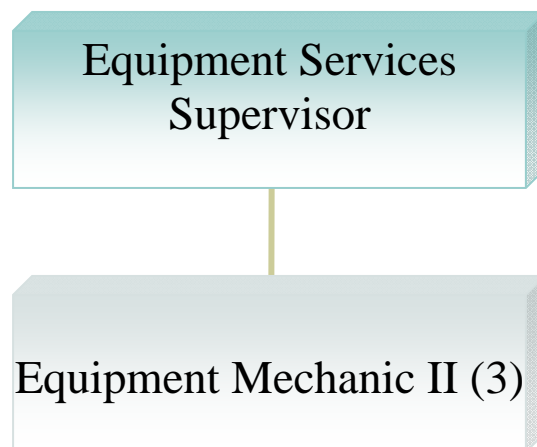


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>FIRE</b>					
10-4340-0500	FICA TAX EXPENSE	63,999	83,100	86,424	83,750	83,750
10-4340-0600	GROUP INSURANCE	149,814	164,715	181,187	177,500	177,500
10-4340-0601	GROUP INS RETIREES-OPEB	49,625	57,275	63,003	57,500	57,500
10-4340-0700	RETIREMENT EXPENSE	110,709	143,900	149,656	148,500	148,500
10-4340-0701	VOLUNTEER RETIREMENT EXPENSE	3,500	4,560	4,400	4,400	4,400
10-4340-1100	SALARIES AND WAGES	851,925	1,025,500	1,066,520	1,035,000	1,035,000
10-4340-1110	OVERTIME	28,569	60,000	60,000	60,000	60,000
10-4340-1200	PRINTING	3,381	3,500	3,500	3,500	3,500
10-4340-1300	UTILITIES	24,538	25,000	25,000	25,000	25,000
10-4340-1400	TRAVEL AND TRAINING	5,708	11,000	12,000	12,000	12,000
10-4340-1600	MAINTENANCE & REPAIR EQUIP	20,704	20,000	22,500	40,000	40,000
10-4340-3100	AUTO SUPPLIES	17,931	15,000	15,000	15,000	15,000
10-4340-3150	GASOLINE & FUEL	7,620	12,500	12,500	12,500	12,500
10-4340-3300	DEPT SUPPLIES AND MATERIALS	22,812	20,000	20,000	20,000	20,000
10-4340-3310	OFFICE SUPPLIES	2,076	3,000	3,000	3,000	3,000
10-4340-3600	UNIFORMS	21,810	19,500	20,000	20,000	25,000
10-4340-4550	COMPUTER SUPPORT SERVICES	-	-	3,000	3,000	3,000
10-4340-5300	DUES AND SUBSCRIPTIONS	1,381	1,800	2,000	2,000	2,000
10-4340-7400	CAPITAL OUTLAY - EQUIPMENT	87,893	-	468,000	-	-
TOTAL FIRE		<u>1,473,997</u>	<u>1,670,350</u>	<u>2,217,689</u>	<u>1,722,650</u>	<u>1,727,650</u>

## Public Works – Garage

The Garage Division maintains and repairs all Town vehicles and equipment. Garage employees assist all departments in maintaining vital equipment and recommending replacement as needed.



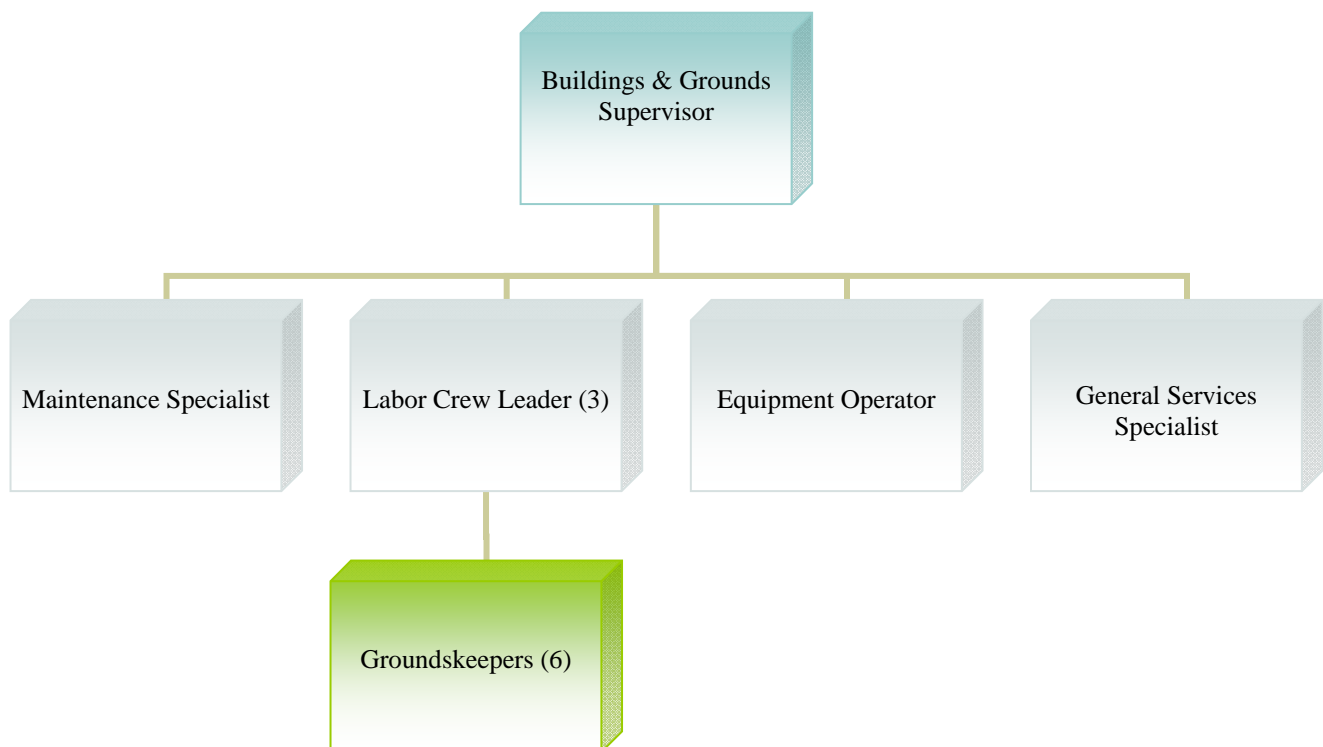


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PUBLIC WORKS</b>	DIVISION:	Garage			
10-4250-0500	FICA TAX EXPENSE	6,449	7,800	8,112	5,750	5,750
10-4250-0600	GROUP INSURANCE	17,867	18,050	19,855	13,500	13,500
10-4250-0601	GROUP INS RETIREES-OPEB	6,672	7,360	8,096	7,550	7,550
10-4250-0700	RETIREMENT EXPENSE	10,641	13,400	13,936	10,250	10,250
10-4250-1100	SALARIES AND WAGES	84,310	96,000	99,840	69,500	69,500
10-4250-1110	OVERTIME	239	5,000	5,000	5,000	5,000
10-4250-1400	TRAVEL AND TRAINING	418	1,000	800	800	800
10-4250-1600	MAINTENANCE & REPAIR EQUIP	-	500	500	500	500
10-4250-3100	AUTO SUPPLIES	152	1,500	1,500	1,500	1,500
10-4250-3150	GASOLINE & FUEL	1,053	2,000	2,000	2,000	2,000
10-4250-3300	DEPT SUPPLIES AND MATERIALS	11,304	10,000	10,500	10,500	10,500
10-4250-3600	UNIFORMS	4,077	4,000	4,000	4,000	4,000
10-4250-7400	CAPITAL OUTLAY-EQUIPMENT	-	51,200	10,000	10,000	10,000
TOTAL GARAGE		<u>143,182</u>	<u>217,810</u>	<u>184,139</u>	<u>140,850</u>	<u>140,850</u>

## Public Works – Buildings & Grounds

The Buildings and Grounds division is responsible for grounds-keeping activities including planting, trimming, mowing, and trash pick-up at all town facilities, all parks and common areas, the Tarboro-Edgecombe Airport, and two municipally owned cemeteries. In addition to town facilities, the division cuts and maintains nuisance and abandoned properties throughout town, while maintaining all town buildings and setting up for 30-40 events annually. Set-up for events usually involves moving bleachers, chairs and tables, as well as setting up tents and staging as necessary to accommodate thousands of participants collectively. B&G also maintains and cleans all downtown sidewalks, planters, and parking lots. During the fall, winter, and spring, operations also include assisting the Streets Division with loose-leaf pickup.



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PUBLIC WORKS</b>	DIVISION:	Bldgs & Grounds			
10-4260-0500	FICA TAX EXPENSE	18,568	23,300	24,232	23,750	23,750
10-4260-0600	GROUP INSURANCE	69,111	73,540	80,894	82,500	82,500
10-4260-0601	GROUP INS RETIREES-OPEB	21,473	24,170	26,587	32,500	32,500
10-4260-0700	RETIREMENT EXPENSE	32,401	40,300	41,912	42,250	42,250
10-4260-1100	SALARIES AND WAGES	247,910	285,750	297,180	292,500	292,500
10-4260-1110	OVERTIME	8,699	18,000	18,000	18,000	18,000
10-4260-1300	UTILITIES	48,868	50,000	50,000	50,000	50,000
10-4260-1350	TELEPHONE	41,203	45,000	45,000	45,000	45,000
10-4260-1400	TRAVEL AND TRAINING	698	2,000	2,000	2,000	2,000
10-4260-1500	MAINTENANCE AND REPAIR	48,064	45,000	45,000	45,000	45,000
10-4260-1501	MAINTENANCE & REPAIR GROUNDS	21,813	20,000	20,000	20,000	20,000
10-4260-1502	MAINT & REPAIR-REC	13,513	20,000	20,000	20,000	20,000
10-4260-1600	MAINTENANCE & REPAIR EQUIP	1,949	2,000	2,000	2,000	2,000
10-4260-3100	AUTO SUPPLIES	29,850	30,000	30,000	30,000	30,000
10-4260-3150	GASOLINE & FUEL	14,069	27,500	27,500	27,500	27,500
10-4260-3300	DEPT SUPPLIES AND MATERIALS	26,642	25,000	25,000	25,000	25,000
10-4260-3600	UNIFORMS	10,929	9,500	10,000	10,000	10,000
10-4260-4500	CONTRACTED SVE-TREE TRIMMING	-	4,000	4,000	4,000	4,000
10-4260-7300	CAPITAL OUTLAY - IMPROVEMENTS	51,905	62,150	426,000	98,000	98,000
10-4260-7400	CAPITAL OUTLAY - EQUIPMENT	87,848	24,500	188,700	73,700	73,700
10-4260-7700	CEMETERY	1,906	3,000	2,500	2,500	2,500
TOTAL BUILDINGS & GROUNDS		797,419	834,710	1,386,505	946,200	946,200

## Public Works – Animal Control

The Animal Control Officer is charged with enforcing nuisance animal ordinances, maintaining the animal shelter, and promoting the adoption of animals to the public. The officer maintains current certifications and immunizations to deal with stray and feral animals and responds appropriately to calls of nuisance animals throughout the Town seven days a week. Animal control is trained to deal with and impound dogs/cats involved in bite incidents, as well as issuing citations for violation of Town ordinances related to animals.

The Animal Control Officer falls under the direct supervision of the Buildings & Grounds Supervisor.

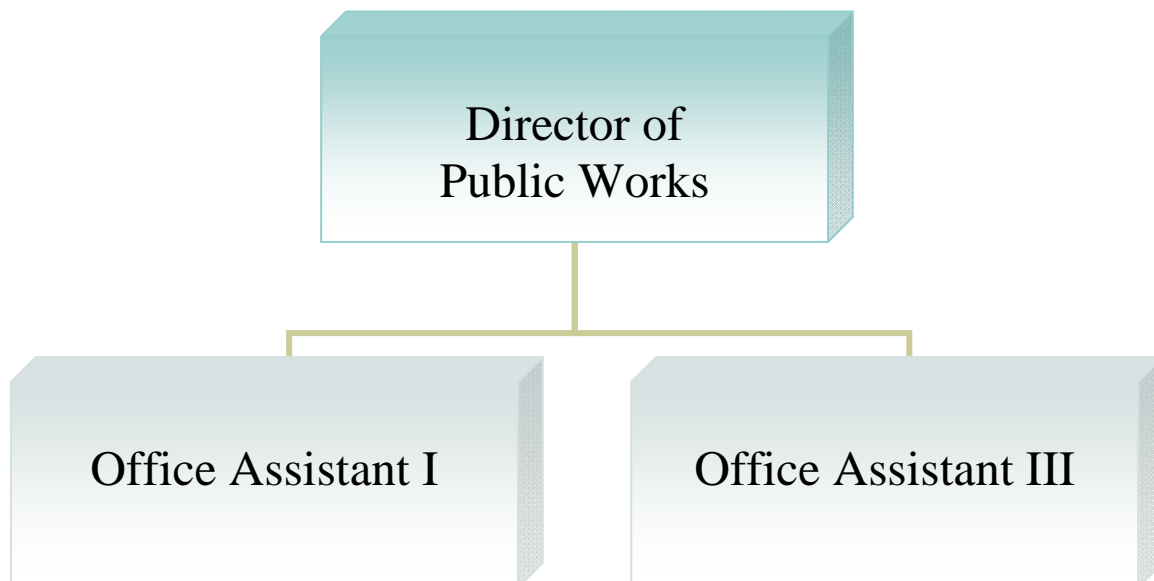


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PUBLIC WORKS</b>	DIVISION:	Animal Control			
10-4380-0500	FICA TAX EXPENSE	2,629	2,800	2,912	2,830	2,830
10-4380-0600	GROUP INSURANCE	7,090	7,165	7,882	8,025	8,025
10-4380-0700	RETIREMENT EXPENSE	4,323	4,800	5,280	5,025	5,025
10-4380-1100	SALARIES AND WAGES	28,951	31,500	32,760	32,750	32,750
10-4380-1110	OVERTIME	5,510	4,500	4,680	4,500	4,500
10-4380-1300	UTILITIES	3,246	4,000	4,000	4,000	4,000
10-4380-1400	TRAVEL & TRAINING	636	1,000	1,000	1,000	1,000
10-4380-3100	AUTO SUPPLIES	837	1,250	1,250	1,250	1,250
10-4380-3150	GASOLINE & FUEL	1,424	2,000	2,000	2,000	2,000
10-4380-3300	DEPT SUPPLIES AND MATERIALS	7,269	8,000	8,000	8,000	8,000
10-4380-3600	UNIFORMS	954	1,000	1,000	1,000	1,000
10-4380-3700	SPAY/NEUTER EXPENSE	1,898	4,000	4,000	4,000	4,000
10-4380-7300	CAPITAL OUTLAY-IMPROVEMENTS	-	-	-	-	-
TOTAL ANIMAL CONTROL		64,765	72,015	74,764	74,380	74,380

## Public Works – Administration

The Administration division consists of the Director of Public Works and two (2) office assistants. Administrative staff works closely with each division to ensure proper communication and timely delivery of services. The Director oversees the development and implementation of the budget for the Department, while overseeing all day to day operations of each Division.



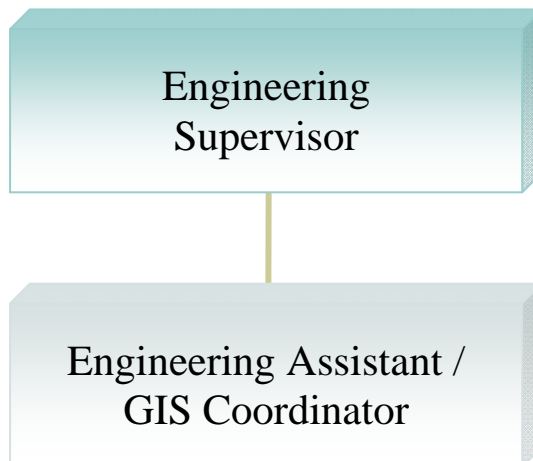
Note: The salary for the Office Assistant I is included in the budget of the Water & Sewer Department.

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PUBLIC WORKS</b>	DIVISION:	Administration			
10-4510-0500	FICA TAX EXPENSE	3,446	4,300	4,472	4,275	4,275
10-4510-0600	GROUP INSURANCE	6,388	6,455	7,101	7,250	7,250
10-4510-0601	GROUP INS RETIREES-OPEB	6,672	7,355	8,091	7,550	7,550
10-4510-0700	RETIREMENT EXPENSE	6,291	7,400	7,696	7,575	7,575
10-4510-1100	SALARIES AND WAGES	50,196	55,250	57,460	55,750	55,750
10-4510-1350	TELEPHONE	720	720	720	720	720
10-4510-1400	TRAVEL AND TRAINING	417	1,500	1,500	1,500	1,500
10-4510-1600	MAINTENANCE & REPAIR EQUIP	529	400	400	400	400
10-4510-3100	AUTO SUPPLIES	232	500	500	500	500
10-4510-3150	GASOLINE & FUEL	527	1,000	1,000	1,000	1,000
10-4510-3300	DEPT SUPPLIES AND MATERIALS	2,456	1,500	1,500	1,500	1,500
10-4510-3310	OFFICE SUPPLIES	993	1,000	1,000	1,000	1,000
10-4510-5300	DUES AND SUBSCRIPTIONS	155	250	250	250	250
10-4510-7400	CAPITAL OUTLAY - EQUIPMENT	29,977	-	-	-	-
TOTAL ADMINISTRATION		108,999	87,630	91,689	89,270	89,270

## Public Works – Engineering

The Engineering Division provides engineering and inspection services for Town projects, development plan review for compliance with Tarboro design specification requirements, maintenance of all Town maps and the Geographic Information System (GIS), as well as assistance to the general public as necessary. In addition to these duties, Engineering also enforces the Town's nuisance vegetation ordinance, informing property owners when lots are in violation and initiating abatement of the same. The division supports all Town departments with mapping and engineering needs as required.



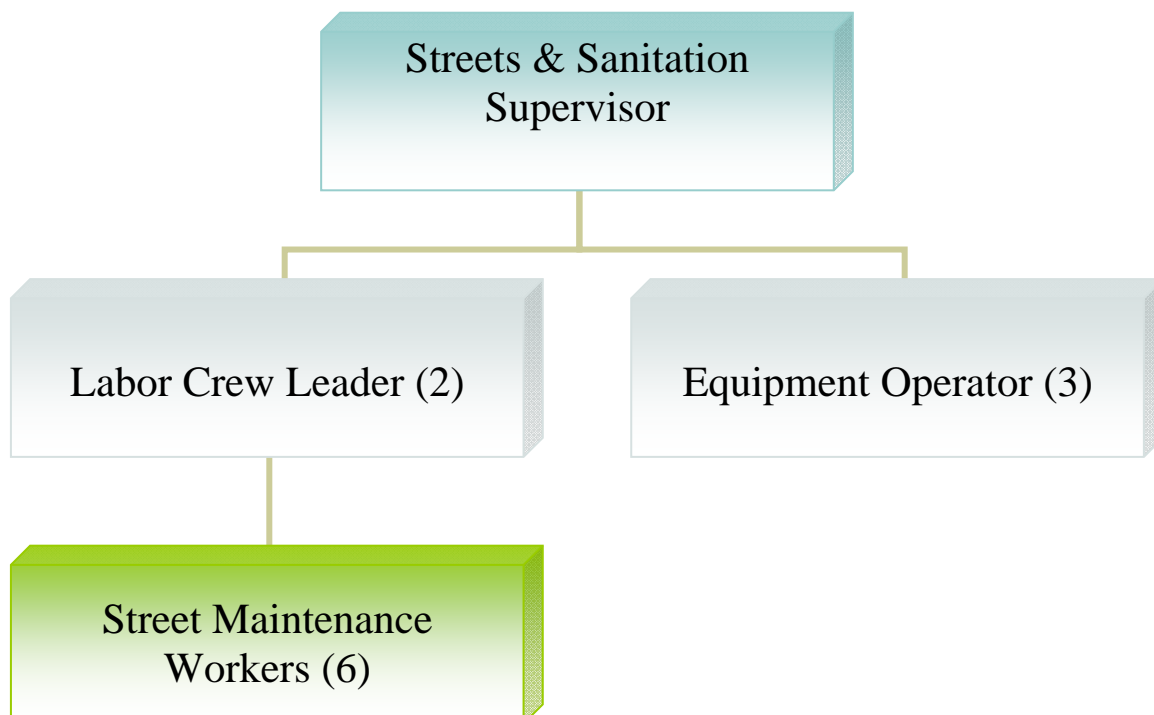


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PUBLIC WORKS</b>	DIVISION:	Engineering			
10-4515-0500	FICA TAX EXPENSE	620	800	832	800	800
10-4515-0600	GROUP INSURANCE	1,065	1,435	1,579	1,625	1,625
10-4515-0601	GROUP INS RETIREES-OPEB	3,336	6,675	7,343	-	-
10-4515-0700	RETIREMENT EXPENSE	1,082	1,400	1,456	1,425	1,425
10-4515-1100	SALARIES AND WAGES	8,794	10,250	10,660	10,500	10,500
10-4515-1110	OVERTIME	(58)	-	-	-	-
10-4515-1400	TRAVEL AND TRAINING	906	2,500	1,500	1,500	1,500
10-4515-1600	MAINTENANCE & REPAIR EQUIP	-	400	400	400	400
10-4515-3100	AUTO SUPPLIES	3,028	750	600	600	600
10-4515-3150	GASOLINE & FUEL	553	750	750	750	750
10-4515-3300	DEPT SUPPLIES AND MATERIALS	2,455	2,500	2,500	2,500	2,500
10-4515-3600	UNIFORMS	920	800	800	800	800
10-4515-4300	PROFESSIONAL SERVICES	26	500	500	500	500
10-4515-4500	CONTRACTED SERVICES	2,830	8,000	8,000	8,000	8,000
10-4515-5300	DUES AND SUBSCRIPTIONS	-	150	150	150	150
10-4515-7300	CAPITAL OUTLAY-IMPROVEMENTS	21,000	-	-	-	-
10-4515-7400	CAPITAL OUTLAY - EQUIPMENT	-	-	30,000	-	-
TOTAL ENGINEERING		46,559	36,910	67,069	29,550	29,550

## Public Works – Streets

The Streets Division is responsible for maintenance of all Town-owned streets, sidewalks, and storm drainage lines. The division consists of twelve (12) employees including a supervisor, crew leaders, equipment operators, the knuckle boom operator, and a street sweeper. The knuckle boom operator is responsible for picking up yard and construction debris daily and white goods and electronic equipment that cannot go in the landfill on Wednesdays

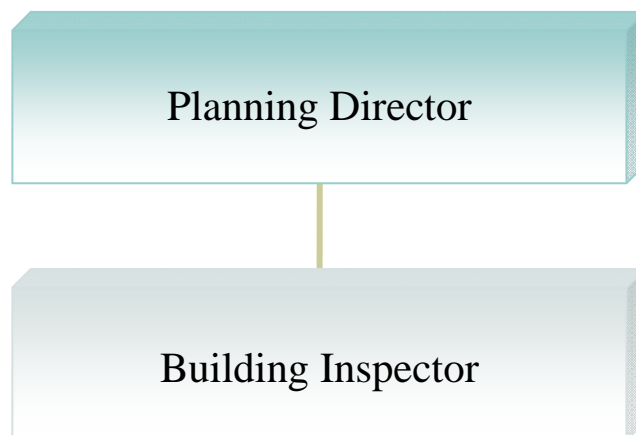


**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PUBLIC WORKS</b>	DIVISION:	Streets			
10-4520-0500	FICA TAX EXPENSE	15,632	19,600	20,384	19,250	19,250
10-4520-0600	GROUP INSURANCE	55,573	58,720	64,592	66,000	66,000
10-4520-0601	GROUP INS RETIREES-OPEB	23,094	26,630	29,293	36,500	36,500
10-4520-0700	RETIREMENT EXPENSE	26,528	33,900	35,256	34,000	34,000
10-4520-1100	SALARIES AND WAGES	204,078	235,000	244,400	230,500	230,500
10-4520-1110	OVERTIME	6,394	20,500	20,000	20,000	20,000
10-4520-1300	UTILITIES	-	1,000	1,000	1,000	1,000
10-4520-1301	UTILITIES - PUBLIC LIGHTING	264,288	230,000	240,000	265,000	265,000
10-4520-1350	TELEPHONE	720	720	720	720	720
10-4520-1400	TRAVEL AND TRAINING	209	1,000	500	500	500
10-4520-1600	MAINTENANCE & REPAIR EQUIP	-	1,000	1,000	1,000	1,000
10-4520-2100	EQUIPMENT RENTAL	-	5,000	5,000	5,000	5,000
10-4520-3100	AUTO SUPPLIES	24,340	35,000	40,000	40,000	40,000
10-4520-3150	GASOLINE & FUEL	20,648	32,500	27,500	27,500	27,500
10-4520-3300	DEPT SUPPLIES AND MATERIALS	27,000	25,000	30,000	30,000	30,000
10-4520-3600	UNIFORMS	9,303	8,000	8,000	8,000	8,000
10-4520-3800	MOSQUITO CONTROL - STATE GRANT	9,995	10,000	10,000	10,000	10,000
10-4520-4300	PROFESSIONAL SERVICES	-	-	-	-	-
10-4520-5300	DUES AND SUBSCRIPTIONS	2,463	2,500	2,500	2,500	2,500
10-4520-5401	CLAIMS DEDUCTIBLE	-	-	-	-	-
10-4520-7400	CAPITAL OUTLAY - EQUIPMENT	-	32,000	155,000	30,000	30,000
TOTAL STREETS		690,263	778,070	935,145	827,470	827,470

# Planning & Economic Development

The Planning Department serves to protect the safety and welfare of the public and to enhance the general quality of life for Tarboro citizens. The department provides quality planning, permitting and inspection services through an efficient, professional and courteous public process. Staff works with local residents and businesspeople to ensure that local land use conforms to local regulations; to ensure that town zoning regulations and procedures are equitable, beneficial, and open to public scrutiny; to help Tarboro honor its past and prepare for its future through conservation, preservation and development.



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>PLANNING</b>					
10-4900-0500	FICA TAX EXPENSE	5,920	8,800	9,152	9,500	9,500
10-4900-0600	GROUP INSURANCE	11,975	11,470	12,617	12,900	12,900
10-4900-0601	GROUP INS RETIREES-OPEB	3,902	7,354	8,089	3,850	3,850
10-4900-0700	RETIREMENT EXPENSE	10,258	12,000	12,480	13,400	13,400
10-4900-1100	SALARIES AND WAGES	81,661	90,000	93,600	98,750	98,750
10-4900-1110	OVERTIME	-	-	-	-	-
10-4900-1100	PART-TIME WAGES	-	25,000	25,000	25,000	25,000
10-4900-1200	PRINTING	-	500	500	500	500
10-4900-1250	PUBLISHING AND ADVERTISING	360	2,000	2,000	2,000	2,000
10-4900-1350	TELEPHONE	1,440	1,440	1,440	1,440	1,440
10-4900-1400	TRAVEL AND TRAINING	3,899	7,000	7,000	5,000	5,000
10-4900-3100	AUTO SUPPLIES	460	500	500	500	500
10-4900-3150	GASOLINE & FUEL	942	2,000	2,000	2,000	2,000
10-4900-3300	DEPT SUPPLIES AND MATERIALS	9,781	2,000	2,300	2,300	2,300
10-4900-3310	OFFICE SUPPLIES	315	500	500	500	500
10-4900-4300	PROFESSIONAL SERVICES	30,149	16,000	8,000	5,500	5,500
10-4900-5300	DUES AND SUBSCRIPTIONS	1,060	1,500	2,250	3,250	3,250
10-4900-6400	DEMOLITION	3,184	60,000	60,000	60,000	60,000
10-4900-7300	CAPITAL OUTLAY-IMPROVEMENTS	49,909	20,000	25,000	25,000	55,000
10-4900-8305	STORE FRONT IMPROVEMENT PROG	-	10,000	8,000	8,000	8,000
10-4900-8306	MARKETING TARBORO	16,256	7,240	14,500	10,000	10,000
10-4900-8308	SPECIAL EVENTS	1,386	5,000	1,000	1,000	1,000
10-4900-8310	TOWN COMMON PROJECT	4,089	-	-	-	-
TOTAL PLANNING		<u>236,946</u>	<u>290,304</u>	<u>295,928</u>	<u>290,390</u>	<u>320,390</u>

# Main Street

Under the supervision of the Planning Director, the Main Street Manager directs the Town's activities in accordance with the NC Main Street program. Established in 1980, the NC Main Street Program assists selected communities across the state in restoring economic vitality to their historic downtowns. Using a comprehensive downtown revitalization process developed by the National Trust for Historic Preservation, Main Street encourages economic development within the context of historic preservation.



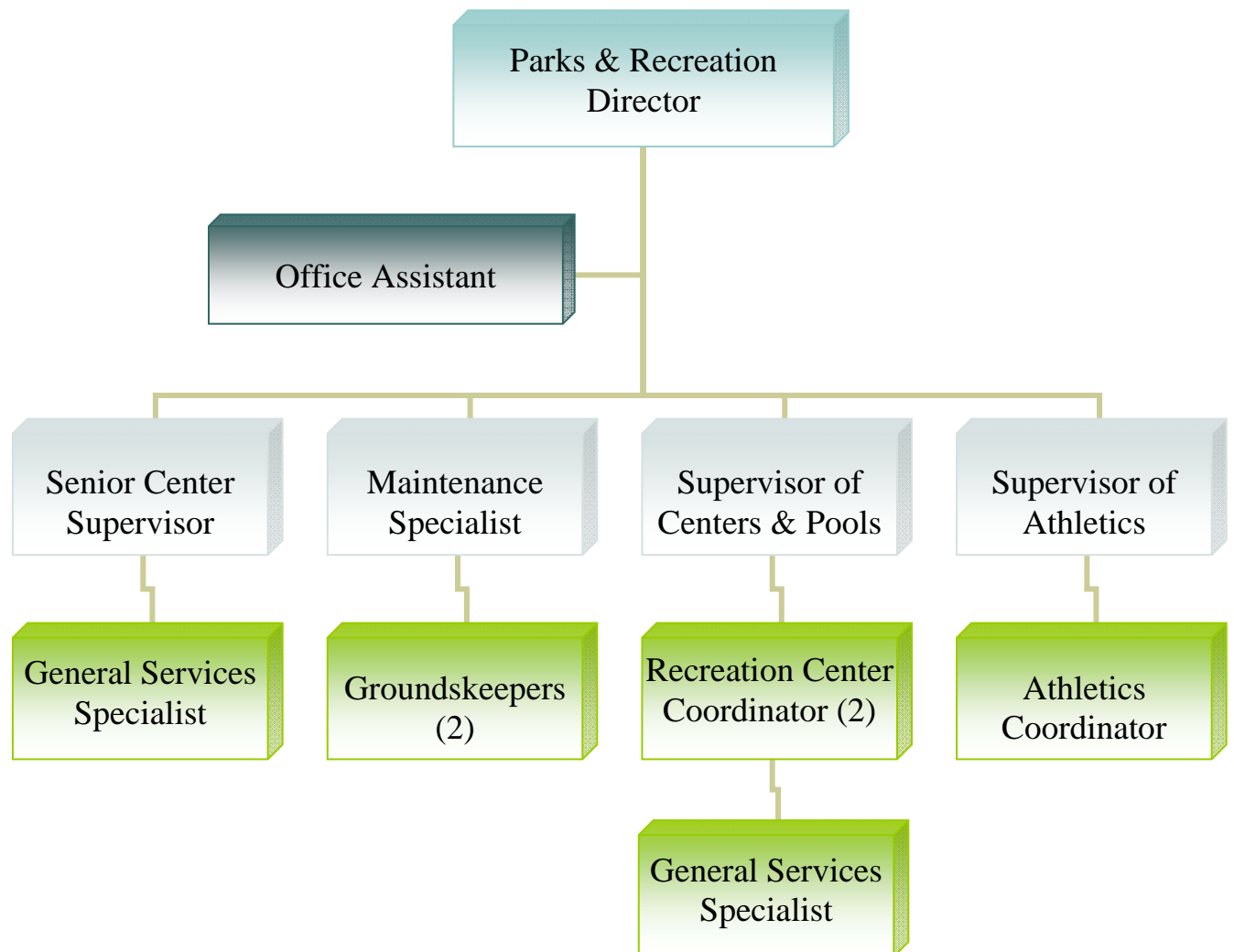
**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>MAIN STREET</b>					
10-4950-0500	FICA TAX EXPENSE	-	2,680	3,677	3,650	3,650
10-4950-0600	GROUP INSURANCE	-	7,165	8,025	8,025	8,025
10-4950-0601	GROUP INS RETIREES-OPEB	-	-	-	-	-
10-4950-0700	RETIREMENT EXPENSE	-	4,640	6,280	6,525	6,525
10-4950-1100	SALARIES AND WAGES	-	35,000	48,070	48,070	48,070
10-4950-1400	TRAVEL & TRAINING			2,500	2,500	2,500
10-4950-3300	DEPT SUPPLIES AND MATERIALS	-	10,000	250	250	250
10-4950-5300	DUES AND SUBSCRIPTIONS			800	800	800
10-4950-8306	MARKETING TARBORO			5,000	5,000	5,000
TOTAL MAIN STREET		-	59,485	74,602	74,820	74,820

# Parks and Recreation

The goal of the Parks and Recreation Department is to plan, develop and maintain safe recreational facilities and programs for the health, pleasure and educational use of the community and its visitors. The department is responsible for parks, ball fields, recreational and sports programs, community centers and swimming pools and the Tar River boat ramps.

Our staff is focused on making and creating recreational experiences that enhance the quality of life and contribute to the overall health of our unique community.





**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

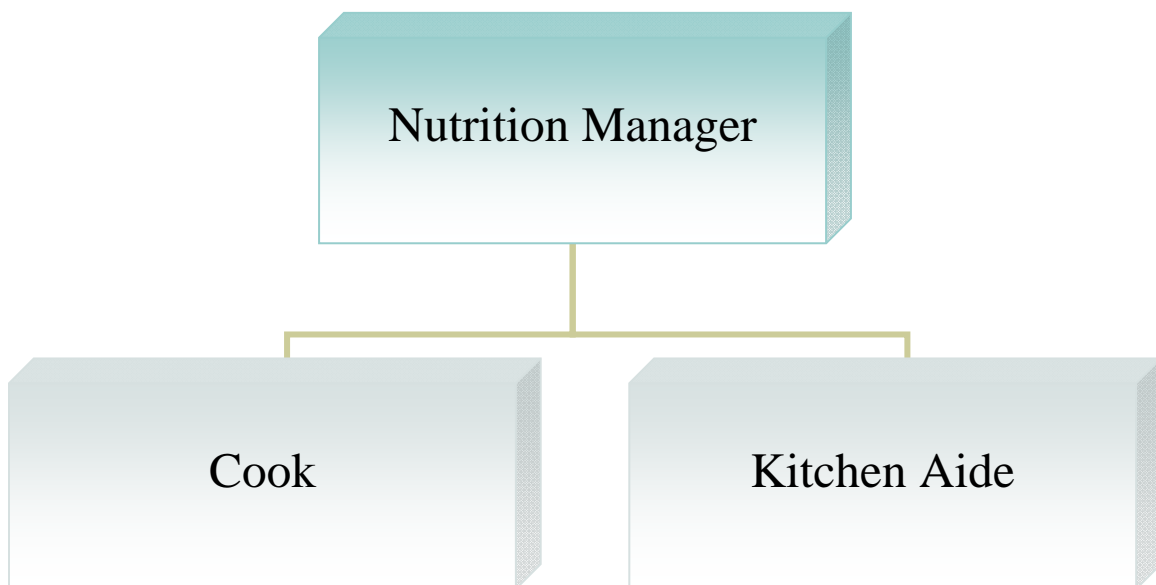
Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department: RECREATION						
10-6120-0500	FICA TAX EXPENSE	32,226	41,200	42,848	41,750	41,750
10-6120-0600	GROUP INSURANCE	82,805	93,105	102,416	105,000	105,000
10-6120-0601	GROUP INS RETIREES-OPEB	39,020	44,015	48,417	55,000	55,000
10-6120-0700	RETIREMENT EXPENSE	50,275	63,600	66,144	65,750	65,750
10-6120-1100	SALARIES AND WAGES	393,658	465,000	483,600	470,000	470,000
10-6120-1110	OVERTIME	4,822	14,500	14,500	14,500	14,500
10-6120-1120	PART-TIME WAGES	52,399	58,000	62,000	62,000	62,000
10-6120-1200	PRINTING	2,594	3,200	3,700	3,700	3,700
10-6120-1300	UTILITIES	80,482	75,000	80,000	75,000	75,000
10-6120-1350	TELEPHONE	1,740	2,520	3,600	2,880	2,880
10-6120-1400	TRAVEL AND TRAINING	3,364	4,000	4,750	4,750	4,750
10-6120-1500	MAINTENANCE AND REPAIR	21,433	30,000	40,000	35,000	35,000
10-6120-3100	AUTO SUPPLIES	5,684	6,500	6,500	6,500	6,500
10-6120-3150	GASOLINE & FUEL	5,187	6,500	7,000	7,000	7,000
10-6120-3300	DEPT SUPPLIES AND MATERIALS	32,230	32,500	34,500	32,000	32,000
10-6120-3301	ATHLETICS	26,758	34,000	39,000	31,500	31,500
10-6120-3310	OFFICE SUPPLIES	10,979	9,000	8,000	8,000	8,000
10-6120-3500	CONCESSION SUPPLIES	9,267	11,000	11,000	11,000	11,000
10-6120-3600	UNIFORMS	3,766	3,500	4,000	3,500	3,500
10-6120-4300	PROFESSIONAL SERVICES	6,028	8,000	8,000	8,000	8,000
10-6120-4500	CONTRACTED SERVICES	7,050	10,000	10,000	10,000	10,000
10-6120-4550	COMPUTER SUPPORT SERVICES	17	1,000	1,000	1,000	1,000
10-6120-4600	SENIOR CITIZEN ACTIVITIES	12,540	13,500	16,550	16,550	16,550
10-6120-4700	SENIOR HEALTH INFO PROGRAM	3,034	3,500	3,500	3,500	3,500
10-6120-4800	SENIOR CITIZENS GENERAL PURPOSE	9,880	11,000	11,000	11,000	11,000
10-6120-5300	DUES & SUBSCRIPTIONS	816	1,300	1,300	1,300	1,300
10-6120-5400	INSURANCE AND BONDS	-	-	-	-	-
10-6120-5701	DONATIONS/SPECIAL EVENTS	9,500	10,500	18,000	18,000	18,000
10-6120-7300	CAPITAL OUTLAY-IMPROVEMENTS	83,412	67,000	140,000	70,000	70,000
10-6120-7400	CAPITAL OUTLAY - EQUIPMENT	28,327	40,000	45,500	34,000	34,000
TOTAL RECREATION		1,019,294	1,162,940	1,316,824	1,208,180	1,208,180

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

		2015-2016	2016-2017	2017-2018		
Account No.	Department	Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department: RECREATION		DIVISION:		Swimming Pools		
10-6125-0500	FICA TAX EXPENSE	1,578	1,760	2,142	2,142	2,142
10-6125-1100	SALARIES AND WAGES	-	-	-	-	-
10-6125-1120	PART-TIME WAGES	20,626	23,000	28,000	28,000	28,000
10-6125-1300	UTILITIES	13,565	18,000	18,000	18,000	18,000
10-6125-3300	DEPT SUPPLIES AND MATERIALS	15,192	14,000	20,000	20,000	20,000
10-6125-3500	CONCESSION SUPPLIES	2,534	2,500	2,500	2,500	2,500
10-6125-7300	CAPITAL OUTLAY - IMPROVEMENTS	5,537	-	8,000	8,000	8,000
10-6125-7400	CAPITAL OUTLAY - EQUIPMENT	-	5,000	5,000	5,000	5,000
TOTAL SWIMMING POOL		59,033	64,260	83,642	83,642	83,642
Department: RECREATION		DIVISION:		Indian Lake		
10-6130-0500	FICA TAX EXPENSE	417	960	918	920	920
10-6130-1100	SALARIES AND WAGES	-	-	-	-	-
10-6130-1120	PART-TIME WAGES	5,453	12,500	12,000	12,000	12,000
10-6130-1300	UTILITIES	27,438	25,000	25,000	25,000	25,000
10-6130-1500	REPAIR AND MAINTENANCE	-	5,000	6,000	6,000	6,000
10-6130-3300	DEPT SUPPLIES AND MATERIALS	6,611	12,000	12,000	12,000	12,000
10-6130-3500	CONCESSION SUPPLIES	12,678	14,000	14,000	14,000	14,000
10-6130-4500	CONTRACTED SERVICES	8,972	12,000	12,000	12,000	12,000
10-6130-7300	CAPITAL OUTLAY - IMPROVEMENTS	14,050	-	16,000	-	-
10-6130-7400	CAPITAL OUTLAY - EQUIPMENT	9,569	6,500	20,000	5,000	5,000
TOTAL INDIAN LAKE		85,188	87,960	117,918	86,920	86,920

## Recreation – Nutrition

These positions are permanent part-time positions. The Nutrition Manager, Cook and Kitchen Aide work 25 hours a week. The Town provides partial funding for this program. Funding for the Nutrition Program also comes from the Title III of the Older Americans Act and the Department of Agriculture through the Region L Council of Governments and Edgecombe County.



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>RECREATION</b>	DIVISION:	Nutrition			
10-6170-0500	FICA TAX EXPENSE	2,877	3,100	3,224	3,525	3,525
10-6170-0600	GROUP INSURANCE	37	50	55	60	60
10-6170-0601	GROUP INS RETIREES-OPEB	3,607	4,125	6,000	4,750	4,750
10-6170-0700	RETIREMENT EXPENSE	4,802	5,300	5,646	6,242	6,242
10-6170-1100	SALARIES AND WAGES	37,682	40,000	41,600	46,000	46,000
10-6170-1110	OVERTIME	-	-	-	-	-
10-6170-1300	UTILITIES	3,542	4,500	4,500	4,500	4,500
10-6170-1400	TRAVEL AND TRAINING	-	250	450	450	450
10-6170-1500	MAINTENANCE AND REPAIR	4,211	3,000	3,500	3,500	3,500
10-6170-3300	DEPT SUPPLIES AND MATERIALS	3,404	5,500	5,500	7,500	7,500
10-6170-3301	FOOD PURCHASE	31,827	42,000	42,000	42,000	42,000
10-6170-4200	EQUIPMENT RENTAL	-	-	-	-	-
10-6170-7400	CAPITAL OUTLAY - EQUIPMENT	4,580	-	2,000	-	-
TOTAL NUTRITION		<u>96,568</u>	<u>107,825</u>	<u>114,475</u>	<u>118,527</u>	<u>118,527</u>

**TOWN OF TARBORO  
2017-2018 PROPOSED BUDGET  
EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>APPROPRIATIONS</b>					
10-8500-1060	TARBORO-EDGE AIRPORT APPROP	14,209	14,500	14,500	14,500	14,500
10-8500-1090	EDGE COUNTY LIBRARY APPROP	146,528	146,528	163,928	163,928	146,528
10-8500-1110	BLOUNT-BRIDGERS HOUSE APPROP	35,431	35,431	35,431	35,431	35,431
10-8500-1170	UPPER COASTAL PLAIN COG	-	-	5,230	5,230	5,230
10-8500-1180	PRINCEVILLE FIRE TAX	-	-	-	-	-
10-8500-1190	CAROLINAS GATEWAY PARTNERSHIP	33,000	35,387	38,483	38,483	38,483
TOTAL APPROPRIATIONS		<u>229,168</u>	<u>231,846</u>	<u>257,572</u>	<u>257,572</u>	<u>240,172</u>
<b>FUND TOTAL: GENERAL FUND</b>		<u><b>8,996,086</b></u>	<u><b>10,918,114</b></u>	<u><b>11,831,147</b></u>	<u><b>10,260,291</b></u>	<u><b>10,277,892</b></u>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**FUND SUMMARY**

	2015-2016	2016-2017		2017-2018		
Department	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>POWELL BILL FUND</b>						
Revenues						
3000 - Revenues	385,204	329,500	338,680	323,200	323,200	323,200
Total Estimated Revenues	385,204	329,500	338,680	323,200	323,200	323,200
Appropriations						
4525 - Appropriations	862,521	329,500	56,045	323,200	323,200	323,200
Total Appropriations	862,521	329,500	56,045	323,200	323,200	323,200
Revenues over Appropriations	(477,317)	-	282,635	-	-	-
<b>EMERGENCY TELEPHONE FUND</b>						
Revenues						
3000 - Revenues	103,783	165,737	124,286	165,681	165,681	120,786
Total Estimated Revenues	103,783	165,737	124,286	165,681	165,681	120,786
Appropriations						
4315 - Appropriations	81,727	165,737	56,350	165,681	165,681	120,786
Total Appropriations	81,727	165,737	56,350	165,681	165,681	120,786
	22,056	-	67,936	-	-	-
<b>LAW ENFORCEMENT FUND</b>						
Revenues						
3000 - Revenues	31,600	20,000	12,910	37,150	37,150	37,150
Total Estimated Revenues	31,600	20,000	12,910	37,150	37,150	37,150
Appropriations						
4318 - Appropriations	13,366	20,000	10,542	37,150	37,150	37,150
Total Appropriations	13,366	20,000	10,542	37,150	37,150	37,150
	18,234	-	2,368	-	-	-

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
SPECIAL REVENUE FUNDS						
POWELL BILL FUND						
19-3200-0100	REFUNDS AND REIMBURSEMENTS	55,130	-	-	-	-
19-3290-0100	INTEREST EARNED ON INVESTMENTS	2,838	2,000	3,200	3,200	3,200
19-3430-0100	STATE STREET AID ALLOCATION	327,236	327,500	320,000	320,000	320,000
19-3990-0100	FUND BALANCE APPROPRIATED	-	-		-	-
19-3990-0101	CANCELLED PRIOR YEAR EXPENDITURES	-	-		-	-
FUND TOTAL: POWELL BILL FUND		385,204	329,500	323,200	323,200	323,200
EMERGENCY TELEPHONE FUND						
21-3290-0100	INTEREST EARNED ON INVESTMENTS	247	100	500	500	500
21-3433-0100	911 CHARGES	103,536	165,637	165,181	165,181	120,286
21-3990-0100	FUND BALANCE APPROPRIATED	-	-	-	-	-
FUND TOTAL: EMERGENCY TELEPHONE FUND		103,783	165,737	165,681	165,681	120,786
LAW ENFORCEMENT FUND						
42-3290-0100	INTEREST EARNED ON INVESTMENTS	68	-	150	150	150
42-3350-0100	DRUG SEIZURE / INFORMANTS REVENUES	16,324	10,000	10,000	10,000	10,000
42-3350-0200	EQUITABLE SHARING - FEDERAL	15,208	10,000	27,000	27,000	27,000
42-3990-0100	FUND BALANCE APPROPRIATED	-	-			
FUND TOTAL: LAW ENFORCEMENT FUND		31,600	20,000	37,150	37,150	37,150

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
SPECIAL REVENUE FUNDS						
Department:	POWELL BILL					
19-4525-1900	CONTRIBUTION TO CAPITAL RESERVES	-	191,500	238,200	43,200	43,200
19-4525-3300	DEPT SUPPLIES AND MATERIALS	19,195	35,000	35,000	40,000	40,000
19-4525-4300	PROFESSIONAL SERVICES	339	15,000	15,000	10,000	10,000
19-4525-4500	CONTRACTED SERVICES	542,039	50,000	-	-	-
19-4525-6200	STROM DRAINAGE	29,548	30,000	30,000	30,000	30,000
19-4525-7400	CAPITAL OUTLAY - EQUIPMENT	271,400	8,000	5,000	200,000	200,000
TOTAL POWELL BILL		862,521	329,500	323,200	323,200	323,200
Department:	EMERGENCY TELEPHONE FUND					
21-4315-0222	OPERATING EXPENSES	-	2,500	2,500	2,500	2,500
21-4315-1350	TELEPHONE	81,307	80,000	80,000	80,000	80,000
21-4315-1400	TRAVEL & TRAINING	-	-	1,500	1,500	15,000
21-4315-1900	CONTRIBUTION TO CAPITAL RESERVES	-	81,237	78,681	78,681	20,286
21-4315-4550	COMPUTER SUPPORT SERVICES	420	2,000	3,000	3,000	3,000
21-4315-7400	CAPITAL OUTLAY - EQUIP	-	-	-	-	-
TOTAL EMERGENCY TELEPHONE FUND		81,727	165,737	165,681	165,681	120,786
Department:	LAW ENFORCEMENT FUND					
42-4318-5701	DRUG SEIZURE/INFORMANTS EXPENSE	13,366	20,000	27,150	27,150	27,150
42-4318-7400	CAPITAL OUTLAY - EQUIP	-	-	10,000	10,000	10,000
TOTAL EMERGENCY TELEPHONE FUND		13,366	20,000	37,150	37,150	37,150



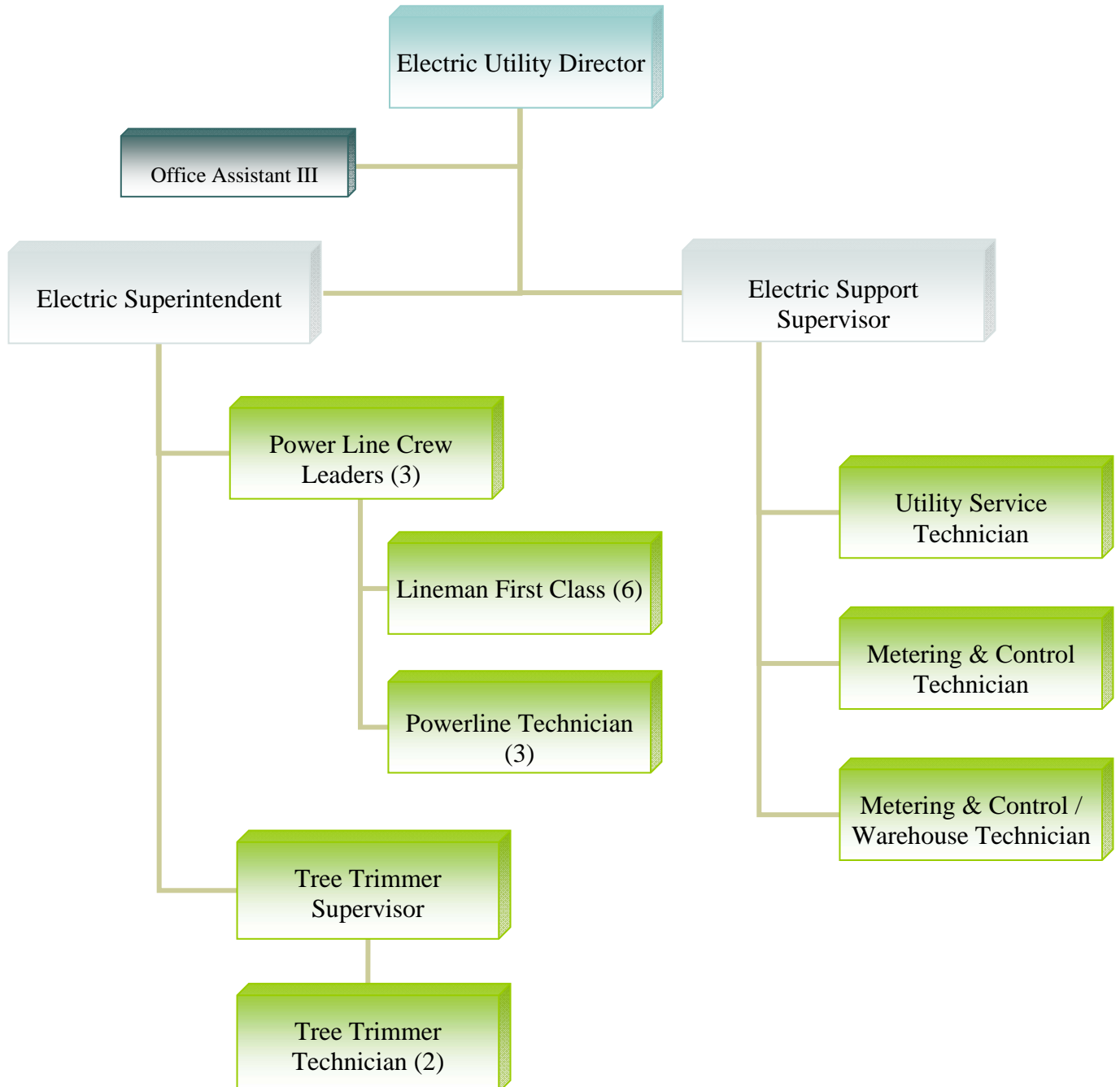
# Electric Department

Tarboro Electric Department is responsible for maintaining a safe, reliable, and efficient electric distribution system. The Electric Department is also responsible for maintaining trees, from trimming to removing them. The Electric Department has 22 employees with the following divisions; administration, line crews, and metering and warehouse. These divisions normally work separately, but on occasions work together when it is needed.

Administrative staff works closely with each division to ensure proper communication and timely delivery of services. The Director oversees the development and implementation of the budget for the Department, while overseeing all day to day operations of each Division.

The Line crew division is responsible for maintaining existing and installing new power lines, substations, and related equipment. They trim and remove trees that involve power lines, as well as Town trees that do not involve power lines. They also install and disconnect load management switches, along with trouble shooting them. The Metering and Warehouse division is responsible for reading, trouble shooting, and installing electric meters. They also read and troubleshoot water meters. The Electric Support supervisor and Meter Tech/Warehouse personnel are responsible for the Electric department warehouse, which includes ordering, receiving, and checking out materials. This division does electric and water turn-ons and off, as well as trouble shoot and install load management switches.

# Electric Department



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**FUND SUMMARY**

	2015-2016	2016-2017		2017-2018		
Department	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>ELECTRIC FUND</b>						
Revenues						
3000 - Revenues	26,108,664	24,946,340	18,409,839	23,158,100	24,027,061	24,014,662
Total Estimated Revenues	26,108,664	24,946,340	18,409,839	23,158,100	24,027,061	24,014,662
Appropriations						
7200 - Administration	2,127,102	2,895,289	1,984,480	2,769,136	2,821,838	2,821,838
7210 - Operations	899,432	1,057,845	882,770	1,580,847	1,355,847	1,355,847
7220 - Load Management	166,640	160,000	112,630	167,000	167,000	167,000
7230 - Purchased Power	17,723,759	19,550,000	13,972,738	18,000,000	18,000,000	18,000,000
8200 - Contributed to Other Funds	1,307,360	1,283,206	1,104,199	1,410,000	1,682,376	1,669,977
Total Appropriations	22,224,292	24,946,340	18,056,817	23,926,983	24,027,061	24,014,662
Revenues over Appropriations	3,884,372	-	353,021	(768,883)	-	-

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Revenues	Budget	Department Requested	Manager Recommended	Council Approved
ELECTRIC FUND						
30-3200-0100	REFUNDS AND REIMBURSEMENTS	8,589	5,000	5,000	7,500	7,500
30-3290-0100	INTEREST EARNED ON INVESTMENTS	18,226	10,000	25,000	27,500	27,500
30-3540-0200	MISCELLANEOUS REVENUE RECEIPTS	22	-	-	-	-
30-3720-0100	METERED SALES	23,624,146	21,750,000	21,000,000	21,000,000	21,000,000
30-3720-0110	SALES TAX ON METERED SALES	1,343,679	1,300,000	1,250,000	1,250,000	1,250,000
30-3720-0200	OLD ACCOUNTS PAID	18,100	20,000	20,000	20,000	20,000
30-3720-0400	LATE CHARGES	72,911	75,000	75,000	75,000	75,000
30-3740-0200	TEMPORARY SERVICE FEES	672	500	500	500	500
30-3750-0100	RECONNECTION FEES	21,373	17,500	20,000	20,000	20,000
30-3750-0200	CONNECTION FEES	13,050	10,000	10,000	12,500	12,500
30-3760-1000	CONTRIBUTION FROM GENERAL FUND	-	-	-	-	-
30-3770-0100	CATV POLE RENTAL	17,940	18,000	31,100	31,100	31,100
30-3810-0100	SALE OF EQUIPMENT & MATERIALS	28,116	10,000	10,000	75,000	75,000
30-3810-0200	SALE OF REAL PROPERTY	-	-	-	-	-
30-3810-0300	GAIN/LOSS-INVENTORY	-	-	-	-	-
30-3910-1000	METERED SALES - GENERAL FUND	451,700	365,000	350,000	350,000	350,000
30-3910-3000	METERED SALES - ELECTRIC FUND	14,921	15,400	10,000	10,000	10,000
30-3910-3100	METERED SALES - WATER/SEWER FUND	473,469	483,000	350,000	350,000	350,000
30-3910-3200	METERED SALES - SOLID WASTE	1,750	1,500	1,500	1,500	1,500
30-3920-0001	PROCEEDS OF INSTALLMENT NOTE	-	-	-	-	-
30-3970-0100	RURAL INTERNET ACCESS AUTH GR	-	-	-	-	-
30-3970-1000	CONTR FROM GENERAL FUND	-	-	-	-	-
30-3980-0100	CAPITAL OUTLAY RESERVE APPROPRIATIONS	-	-	-	612,000	612,000
30-3990-0100	FUND BALANCE APPROPRIATED	-	865,440	-	184,461	172,062
30-3990-0999	CANCELLED PRIOR YEAR EXPENDITURES	-	-	-	-	-
FUND TOTAL: ELECTRIC FUND		26,108,664	24,946,340	23,158,100	24,027,061	24,014,662

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

		2015-2016	2016-2017	2017-2018		
Account No.	Department	Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
ENTERPRISE FUNDS						
Department:	ELECTRIC	DIVISION:	ADMINISTRATION			
30-7200-0500	FICA TAX EXPENSE	86,632	110,700	115,128	118,000	118,000
30-7200-0600	GROUP INSURANCE	181,177	208,093	228,902	240,000	240,000
30-7200-0601	GROUP INS RETIREES-OPEB	34,720	39,420	43,362	41,500	41,500
30-7200-0700	RETIREMENT EXPENSE	149,216	191,600	199,264	209,000	209,000
30-7200-1100	SALARIES AND WAGES	1,139,617	1,362,000	1,416,480	1,455,000	1,455,000
30-7200-1110	OVERTIME	54,518	84,000	85,000	85,000	85,000
30-7200-1200	PRINTING	462	1,500	1,500	1,500	1,500
30-7200-1300	UTILITIES	19,152	20,000	20,000	20,000	20,000
30-7200-1330	CHRISTMAS LIGHTS	14,658	10,000	10,000	10,000	10,000
30-7200-1350	TELEPHONE	3,152	3,500	3,500	4,200	4,200
30-7200-1400	TRAVEL AND TRAINING	4,454	4,000	4,000	4,000	4,000
30-7200-1500	MAINTENANCE & REPAIR BLDG	4,095	4,500	4,500	4,500	4,500
30-7200-1800	ETHERNET & DEDICATED IP	6,869	7,000	7,000	7,000	7,000
30-7200-2400	SERVICES - GENERAL FUND	186,345	248,426	250,000	231,638	231,638
30-7200-3300	DEPT SUPPLIES AND MATERIALS	4,517	4,500	5,000	5,000	5,000
30-7200-3310	OFFICE SUPPLIES	1,937	2,000	2,000	2,000	2,000
30-7200-3400	ONLINE UTILITY PAYMENT SERVICE	91,243	101,250	102,000	102,000	102,000
30-7200-3600	UNIFORMS	19,591	22,000	24,000	24,000	24,000
30-7200-4300	PROFESSIONAL SERVICES	37,629	134,500	70,000	70,000	70,000
30-7200-4550	COMPUTER SUPPORT SERVICES	26,461	30,000	33,000	33,000	33,000
30-7200-5300	DUES AND SUBSCRIPTIONS	15,917	17,800	18,000	18,000	18,000
30-7200-5400	INSURANCE AND BONDS	44,643	45,000	45,000	45,000	45,000
30-7200-5401	CLAIMS DEDUCTIBLE	-	1,000	1,000	1,000	1,000
30-7200-5500	BAD DEBT/WRITE-OFFS	-	-	-	-	-
30-7200-5700	MISCELLANEOUS EXPENSE	97	500	500	500	500
30-7200-7400	CAPITAL OUTLAY - EQUIPMENT	-	242,000	80,000	90,000	90,000
30-7200-8306	MARKETING/ECONOMIC DEVELOPMENT	-	-	-		
TOTAL ADMINISTRATION		2,127,102	2,895,289	2,769,136	2,821,838	2,821,838

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

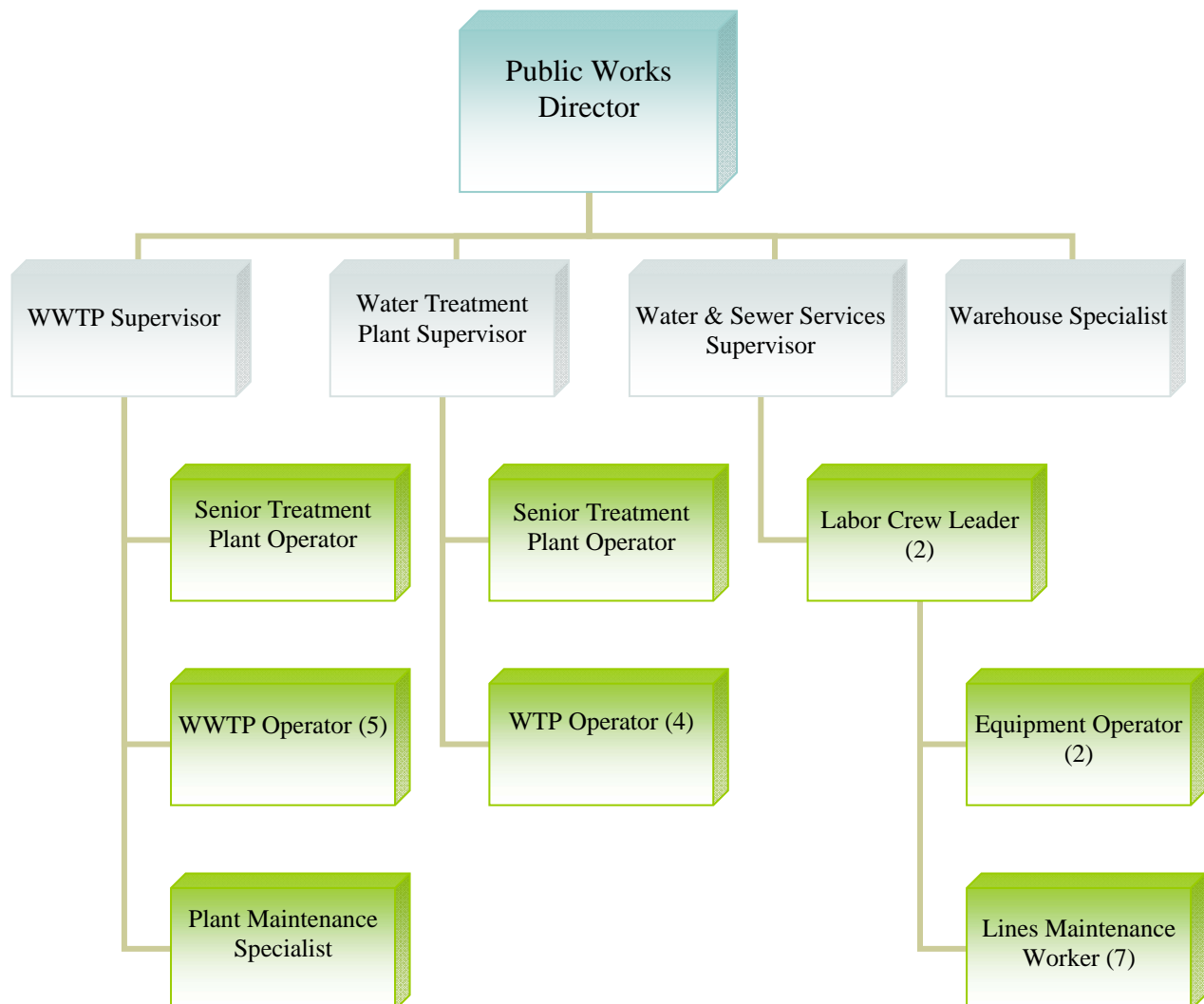
Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>ELECTRIC</b>	DIVISION:	<b>OPERATIONS</b>			
30-7210-1300	UTILITIES - GENERATOR FUEL	9,736	15,000	30,000	30,000	30,000
30-7210-1400	TRAVEL AND TRAINING	15,615	18,000	18,000	18,000	18,000
30-7210-1511	ELECTRIC SYS MAINT OVERHEAD	74,987	75,000	100,000	100,000	100,000
30-7210-1512	ELECTRIC SYS MAINT UNDERGROUND	44,510	60,000	60,000	60,000	60,000
30-7210-1515	GENERATOR MAINTENANCE	57,998	71,000	60,000	60,000	60,000
30-7210-1600	MAINTENANCE & REPAIR EQUIP	28,262	35,000	35,000	35,000	35,000
30-7210-3100	AUTO SUPPLIES	60,021	65,000	65,000	65,000	65,000
30-7210-3150	GASOLINE & FUEL	19,562	40,000	40,000	40,000	40,000
30-7210-3300	DEPT SUPPLIES AND MATERIALS	34,313	35,000	35,000	35,000	35,000
30-7210-3301	SAFETY	7,106	15,000	15,000	15,000	15,000
30-7210-3302	METERING SUPPLIES	30,471	39,000	30,000	30,000	30,000
30-7210-3303	LOAD MANAGEMENT SUPPLIES	10,545	11,000	20,000	20,000	20,000
30-7210-4500	CONTRACTED SERVICES-TREE TRIMMING	-	-	-	-	-
30-7210-7300	CAPITAL OUTLAY - IMPROVEMENTS	13,577	73,000	192,000	192,000	192,000
30-7210-7311	CAPITAL OUT IMPROV OVERHEAD	74,979	75,000	100,000	100,000	100,000
30-7210-7312	CAPITAL OUT IMPROV UNDERGROUND	70,072	75,000	75,000	75,000	75,000
30-7210-7400	CAPITAL OUTLAY - EQUIPMENT	202,149	210,000	555,000	330,000	330,000
30-7210-9100	DEBT SERVICE PRINCIPAL PAYMENT	42,764	43,837	44,852	44,852	44,852
30-7210-9110	DEBT SERVICE INTEREST PAYMENT	3,081	2,008	995	995	995
30-7210-9200	MAINTENANCE-SUBSTATIONS	70,015	80,000	80,000	80,000	80,000
30-7210-9700	STREET LIGHTS	19,940	10,000	15,000	15,000	15,000
30-7210-9701	WHITEWAY LIGHTS	9,730	10,000	10,000	10,000	10,000
TOTAL OPERATIONS		899,432	1,057,845	1,580,847	1,355,847	1,355,847

**TOWN OF TARBORO  
2017-2018 PROPOSED BUDGET  
EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>ELECTRIC</b>	DIVISION:	<b>LOAD MANAGEMENT</b>			
30-7220-2800	CUSTOMER CREDITS	166,640	160,000	167,000	167,000	167,000
30-7220-2802	ECON DEVEL RATE CREDITS	-	-	-	-	-
30-7220-7600	CAPITAL OUTLAY - SYSTEM EXPANSION	-	-	-	-	-
TOTAL LOAD MANAGEMENT		<u>166,640</u>	<u>160,000</u>	<u>167,000</u>	<u>167,000</u>	<u>167,000</u>
Department:	<b>ELECTRIC</b>	DIVISION:	<b>PURCHASED POWER</b>			
30-7230-4800	PURCHASED POWER (WHOLESALE)	16,454,069	18,250,000	16,750,000	16,750,000	16,750,000
30-7230-4801	SALES TAX ON PURCHASED POWER	1,269,690	1,300,000	1,250,000	1,250,000	1,250,000
TOTAL PURCHASE POWER		<u>17,723,759</u>	<u>19,550,000</u>	<u>18,000,000</u>	<u>18,000,000</u>	<u>18,000,000</u>
Department:	<b>ELECTRIC</b>	DIVISION:	<b>CONTRIBUTED TO OTHER FUNDS</b>			
30-8200-1000	CONTR TO GENERAL FUND	1,100,000	1,074,037	1,200,000	1,471,584	1,459,185
30-8200-1001	CONTR TO GENERAL FUND-PILOT	207,360	209,169	210,000	210,792	210,792
30-8200-3000	CONTR TO ELEC CAP RESERVES	-	-			
TOTAL CONTR TO OTHER FUNDS		<u>1,307,360</u>	<u>1,283,206</u>	<u>1,410,000</u>	<u>1,682,376</u>	<u>1,669,977</u>
30-9810-0300	GAIN/LOSS-INVENTORY		-	-	-	-
<b>FUND TOTAL: ELECTRIC FUND</b>		<u>22,224,292</u>	<u>24,946,340</u>	<u>23,926,983</u>	<u>24,027,061</u>	<u>24,014,662</u>

# Water & Sewer Department

The Water/Sewer Division consists of thirteen (13) employees in Water/Sewer Distribution/Collection, six (6) employees at the Water Treatment Plant (WTP), seven (7) employees at the Waste Water Treatment Plant (WWTP), and one (1) Plant Maintenance Technician that splits time between the WTP and the WWTP. This division is responsible for the treatment of raw water from the Tar River and distributing the same to over 5,200 customers of the Town of Tarboro. The Division is also responsible for maintaining sanitary sewer lines that carry solid waste to the WWTP, which treats wastewater for return to the Tar River.





**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**FUND SUMMARY**

Department	2015-2016	2016-2017		2017-2018		
	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>WATER &amp; SEWER FUND</b>						
Revenues						
3000 - Revenues	4,332,964	4,442,970	3,322,925	4,386,200	4,409,575	4,409,575
Total Estimated Revenues	4,332,964	4,442,970	3,322,925	4,386,200	4,409,575	4,409,575
Appropriations						
7100 - Administration	2,311,089	2,676,630	1,913,471	2,565,421	2,573,460	2,573,460
7110 - Water Treatment Plant	915,496	640,365	491,245	640,000	640,000	640,000
7120 - Water Distribution System	155,688	95,000	85,615	164,000	162,000	162,000
7130 - Wastewater Treatment	595,362	563,700	432,907	602,000	602,000	602,000
7140 - Sewage Collection System	174,295	288,970	133,173	237,115	237,115	237,115
7150 - Sewer Pump Stations	118,070	150,000	54,279	195,000	195,000	195,000
8200 - Contribution to Reserves	-	28,305	-	-	-	-
Total Appropriations	4,270,000	4,442,970	3,110,691	4,403,536	4,409,575	4,409,575
Revenues over Appropriations	62,964	-	212,235	(17,336)	-	-

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Revenues	Budget	Department Requested	Manager Recommended	Council Approved
WATER & SEWER FUND						
31-3200-0100	REFUNDS AND REIMBURSEMENTS	613	1,000	1,000	1,000	1,000
31-3230-0100	WATER/SEWER ASSMT-PRINCIPAL	-	-	-	-	-
31-3230-0200	WATER/SEWER ASSMT-INTEREST	71	-	-	-	-
31-3290-0100	INTEREST EARNED ON INVESTMENTS	3,979	2,750	5,000	5,875	5,875
31-3540-0200	MISCELLANEOUS REVENUE RECEIPTS	-	-	-	-	-
31-3710-0100	WATER CHARGES	2,320,061	2,350,000	2,180,000	2,205,000	2,205,000
31-3710-0200	SEWER CHARGES	1,876,446	1,980,000	2,050,000	2,050,000	2,050,000
31-3710-0300	SEWER BOD CHARGES	19,013	12,500	30,000	30,000	30,000
31-3710-0400	LATE CHARGES	15,796	12,500	15,000	15,000	15,000
31-3710-0500	SEWER PRETREATMENT CHARGES	6,000	5,000	5,000	5,000	5,000
31-3710-0600	WATER-METAL LAB ANALYSIS	-	-	500	500	500
31-3730-0100	WATER TAPS AND FEES	13,407	7,500	7,500	7,500	7,500
31-3730-0200	SEWER TAPS AND FEES	11,705	12,500	12,500	10,000	10,000
31-3750-0100	RECONNECTION FEES	9,412	10,000	10,000	10,000	10,000
31-3750-0200	CONNECTION FEES	5,165	-	5,000	5,000	5,000
31-3810-0100	SALE OF EQUIPMENT & MATERIALS	10,825	-	5,000	5,000	5,000
31-3910-1000	METERED SALES - GENERAL FUND	20,931	-	40,000	40,000	40,000
31-3910-3000	METERED SALES - ELECTRIC FUND	1,781	-	1,700	1,700	1,700
31-3910-3100	METERED SALES - WATER/SEWER FD	17,758	-	18,000	18,000	18,000
31-3980-0100	CAPITAL OUTLAY - RESERVE APPROPRIATION	-	-	-	-	-
31-3990-0100	FUND BALANCE APPROPRIATED	-	49,220	-	-	-
31-3990-0999	CANCELLED PRIOR YEAR EXPENDITURES	-	-	-	-	-
FUND TOTAL: WATER & SEWER FUND		4,332,964	4,442,970	4,386,200	4,409,575	4,409,575

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>ADMINISTRATION</b>			
31-7100-0500	FICA TAX EXPENSE	99,781	109,600	113,984	112,075	112,075
31-7100-0600	GROUP INSURANCE	257,625	264,410	290,851	297,500	297,500
31-7100-0601	GROUP INS RETIREES-OPEB	52,097	57,900	63,690	65,000	65,000
31-7100-0700	RETIREMENT EXPENSE	169,505	189,900	197,496	198,800	198,800
31-7100-1100	SALARIES AND WAGES	1,271,402	1,367,500	1,422,200	1,385,000	1,385,000
31-7100-1110	OVERTIME	81,702	65,000	80,000	80,000	80,000
31-7100-1350	TELEPHONE	-	720	720	720	720
31-7100-1400	TRAVEL AND TRAINING	4,866	10,000	10,000	10,000	10,000
31-7100-1600	MAINTENANCE & REPAIR EQUIP	12,848	35,000	35,000	35,000	35,000
31-7100-1800	ETHERNET & DEDICATED IP	6,869	7,000	7,000	7,000	7,000
31-7100-2400	SERVICES - GENERAL FUND	188,299	135,920	135,000	135,885	135,885
31-7100-3300	DEPT SUPPLIES AND MATERIALS	-	-	500	-	-
31-7100-3301	PRIVATE LABORATORIES	32,594	40,000	35,000	35,000	35,000
31-7100-3400	ONLINE UTILITY PAYMENT SERVICE	16,503	17,500	25,000	25,000	25,000
31-7100-3600	UNIFORMS	20,326	17,500	17,500	17,500	17,500
31-7100-4300	PROFESSIONAL SERVICES	10,886	39,000	35,000	35,000	35,000
31-7100-4600	DEPRECIATION EXPENSE	-	-	-	-	-
31-7100-5300	DUES AND SUBSCRIPTIONS	9,550	10,000	10,000	10,000	10,000
31-7100-5301	STATE PERMITS & FEES	10,110	11,000	11,000	11,000	11,000
31-7100-5400	INSURANCE AND BONDS	35,793	44,500	46,000	46,000	46,000
31-7100-5401	CLAIMS DEDUCTIBLE	853	5,500	-	2,500	2,500
31-7100-5500	BAD DEBT/WRITE-OFFS	-	-	-	-	-
31-7100-5700	MISCELLANEOUS EXPENSE	-	-	-	-	-
31-7100-7300	CAPITAL OUTLAY - IMPROVEMENTS	-	-	-	20,000	20,000
31-7100-7400	CAPITAL OUTLAY - EQUIPMENT	-	219,200	-	15,000	15,000
31-7100-7600	REPAY ARRA LOAN	7,338	7,340	7,340	7,340	7,340
31-7100-8900	CONTINGENCY	-	-	-	-	-
31-7100-9100	DENR SEWER REHAB LOAN	22,140	22,140	22,140	22,140	22,140
TOTAL ADMINISTRATION		<u>2,311,089</u>	<u>2,676,630</u>	<u>2,565,421</u>	<u>2,573,460</u>	<u>2,573,460</u>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>WATER TREATMENT PLANT</b>			
31-7110-1300	UTILITIES	225,823	225,000	225,000	225,000	225,000
31-7110-1600	MAINTENANCE & REPAIR EQUIP	45,078	55,365	55,000	55,000	55,000
31-7110-3300	DEPT SUPPLIES AND MATERIALS	298,486	300,000	300,000	300,000	300,000
31-7110-4340	PROFESSIONAL SERVICES	-	-	-	-	-
31-7110-7300	CAPITAL OUTLAY - IMPROVEMENTS	74,765	60,000	30,000	30,000	30,000
31-7110-7400	CAPITAL OUTLAY - EQUIPMENT	271,345	-	30,000	30,000	30,000
TOTAL WATER TREATMENT PLANT		<u>915,496</u>	<u>640,365</u>	<u>640,000</u>	<u>640,000</u>	<u>640,000</u>
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>WATER DISTRIBUTION SYSTEM</b>			
31-7120-1500	MAINTENANCE AND REPAIR	2,790	15,000	15,000	15,000	15,000
31-7120-3100	AUTO SUPPLIES	7,760	10,000	15,000	15,000	15,000
31-7120-3150	GASOLINE & FUEL	5,838	10,000	7,000	7,000	7,000
31-7120-3300	DEPT SUPPLIES AND MATERIALS	59,485	60,000	62,000	60,000	60,000
31-7120-7300	CAPITAL OUTLAY - IMPROVEMENTS	50,048	-	25,000	25,000	25,000
31-7120-7400	CAPITAL OUTLAY - EQUIPMENT	29,767	-	40,000	40,000	40,000
TOTAL WATER DISTRIBUTION SYSTEM		<u>155,688</u>	<u>95,000</u>	<u>164,000</u>	<u>162,000</u>	<u>162,000</u>
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>WASTEWATER TREATMENT</b>			
31-7130-1300	UTILITIES	220,781	230,000	230,000	230,000	230,000
31-7130-1500	MAINTENANCE AND REPAIR	12,384	14,000	14,000	14,000	14,000
31-7130-1600	MAINTENANCE & REPAIR EQUIPMENT	55,324	87,800	85,000	85,000	85,000
31-7130-3300	DEPT SUPPLIES AND MATERIALS	40,219	50,000	50,000	50,000	50,000
31-7130-4500	CONTRACTED SERVICES	116,951	140,000	140,000	140,000	140,000
31-7130-7300	CAPITAL OUTLAY - IMPROVEMENTS	149,702	23,400	50,000	50,000	50,000
31-7130-7400	CAPITAL OUTLAY - EQUIPMENT	-	18,500	33,000	33,000	33,000
TOTAL WASTEWATER TREATMENT		<u>595,362</u>	<u>563,700</u>	<u>602,000</u>	<u>602,000</u>	<u>602,000</u>

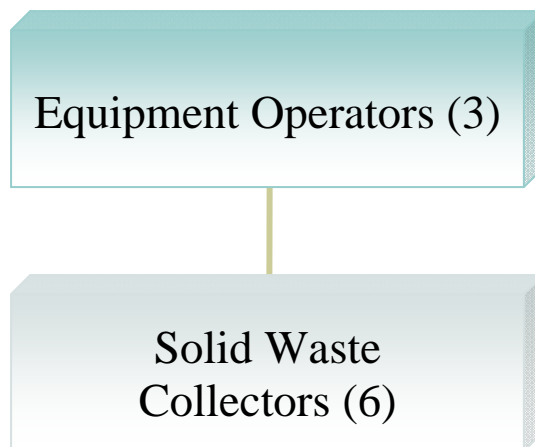
**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>SEWAGE COLLECTION SYSTEM</b>			
31-7140-1500	MAINTENANCE AND REPAIR	-	5,000	5,000	5,000	5,000
31-7140-3100	AUTO SUPPLIES	25,154	25,000	25,000	25,000	25,000
31-7140-3150	GASOLINE & FUEL	14,717	22,500	22,500	22,500	22,500
31-7140-3300	DEPT SUPPLIES AND MATERIALS	40,231	40,000	40,000	40,000	40,000
31-7140-7300	CAPITAL OUTLAY - IMPROVEMENTS	24,581	91,855	75,000	75,000	75,000
31-7140-7400	CAPITAL OUTLAY - EQUIPMENT	-	35,000	-	-	-
31-7140-9100	DEBT SERVICE PRINCIPAL	64,944	66,565	68,105	68,105	68,105
31-7140-9200	DEBT SERVICE INTEREST PMT	4,667	3,050	1,510	1,510	1,510
TOTAL SEWAGE COLLECTION SYSTEM		174,295	288,970	237,115	237,115	237,115
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>SEWER PUMP STATIONS</b>			
31-7150-1300	UTILITIES	64,337	70,000	70,000	70,000	70,000
31-7150-1600	MAINTENANCE & REPAIR EQUIP	29,840	40,000	40,000	40,000	40,000
31-7150-7300	CAPITAL OUTLAY IMPROVEMENTS	23,894	40,000	85,000	85,000	85,000
TOTAL WASTEWATER PUMP STA		118,070	150,000	195,000	195,000	195,000
Department:	<b>WATER &amp; SEWER</b>	DIVISION:	<b>CONTRIBUTION TO RESERVES</b>			
31-8200-3100	CONTR TO W/S RESERVES	-	28,305	-	-	-
TOTAL WASTEWATER PUMP STA		-	28,305	-	-	-
<b>FUND TOTAL: WATER &amp; SEWER FUND</b>		<b>4,270,000</b>	<b>4,442,970</b>	<b>4,403,536</b>	<b>4,409,575</b>	<b>4,409,575</b>

# Solid Waste Fund

The Sanitation Division provides pro-active waste management services for the citizens of Tarboro. The Division does this by providing curbside collection of residential waste for the entire Town twice a week, as well as yard waste and recyclables once a week. Appropriate recyclables are picked up together at the curbside each week to make it easier for residents to assist the Town in reducing the amount of waste that ends up in the local landfill. The Division also provides a recycling center at the Public Works Complex to allow non-curbside customers a location to deposit recyclable waste.

This department falls under the direct supervision of the Streets & Sanitation Supervisor.



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**FUND SUMMARY**

	2015-2016	2016-2017		2017-2018		
Department	Actual	Budget	To Date	Department Requested	Manager Recommended	Council Approved
<b>SOLID WASTE FUND</b>						
Revenues						
3000 - Revenues	1,036,518	1,305,687	776,688	1,030,000	1,128,852	1,128,852
Total Estimated Revenues	1,036,518	1,305,687	776,688	1,030,000	1,128,852	1,128,852
Appropriations						
7500 - Administration	949,189	1,305,687	1,019,800	1,087,064	1,128,852	1,128,852
Total Appropriations	949,189	1,305,687	1,019,800	1,087,064	1,128,852	1,128,852
Revenues over Appropriations	87,329	-	(243,112)	(57,064)	-	-

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**REVENUE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Revenues	Budget	Department Requested	Manager Recommended	Council Approved
SOLID WASTE FUND						
32-3200-0100	REFUNDS AND REIMBURSEMENTS	11,803	500	500	500	500
32-3290-0100	INTEREST EARNED ON INVESTMENTS	1,943	1,000	1,000	2,500	2,500
32-3450-0303	SOLID WASTE DISPOSAL TAX	5,485	7,000	7,000	7,000	7,000
32-3471-0100	SOLID WASTE DISPOSAL FEE	1,010,543	1,000,000	1,010,000	1,030,000	1,065,000
32-3480-3202	STATE GRANT PROCEEDS	-	-	-	-	-
32-3540-1100	FEMA REIMBURSEMENT	-	-	-	-	-
32-3710-0400	LATE CHARGES	6,744	6,500	6,500	6,500	6,500
32-3810-0100	SALE OF EQUIPMENT AND MATERIAL	-	-	-	-	-
32-3810-0400	SALE OF WASTE CONTAINERS	-	-	5,000	5,000	5,000
32-3920-0001	PROCEEDS OF INSTALLMENT PURCHASE	-	-	-	-	-
32-3980-0100	CAPITAL OUTLAY RESERVE APPROP	-	154,215	-	-	-
32-3990-0100	FUND BALANCE APPROPRIATED	-	136,472	-	77,352	42,352
				-	-	
FUND TOTAL: SOLID WASTE FUND		1,036,518	1,305,687	1,030,000	1,128,852	1,128,852



**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**EXPENDITURE DETAIL**

Account No.	Department	2015-2016	2016-2017	2017-2018		
		Actual Expenditures	Budget	Department Requested	Manager Recommended	Council Approved
Department:	<b>SOLID WASTE</b>					
32-7500-0500	FICA TAX EXPENSE	19,644	25,900	26,936	27,750	27,750
32-7500-0600	GROUP INSURANCE	72,831	80,905	88,996	93,850	93,850
32-7500-0601	GROUP INS RETIREES-OPEB	-	-	-	-	-
32-7500-0700	RETIREMENT EXPENSE	32,741	44,800	46,592	49,250	49,250
32-7500-1100	SALARIES & WAGES	252,869	316,000	328,640	341,000	341,000
32-7500-1110	OVERTIME	7,276	22,000	22,000	22,000	22,000
32-7500-1200	PRINTING	68	1,000	-	1,000	1,000
32-7500-1300	UTILITIES	1,855	1,750	1,800	1,800	1,800
32-7500-1400	TRAVEL & TRAINING	-	-	-	-	-
32-7500-1600	MAINTENANCE & REPAIR EQUIP	11,702	2,500	2,000	2,000	2,000
32-7500-1800	ETHERNET & DEDICATED IP	6,869	7,500	7,500	7,500	7,500
32-7500-2100	YARD WASTE REMOVAL	52,900	52,000	45,000	45,000	45,000
32-7500-2400	CHARGE FOR SERVICES	19,019	19,533	20,000	27,602	27,602
32-7500-3100	AUTO SUPPLIES	70,558	62,000	75,000	75,000	75,000
32-7500-3150	GASOLINE & FUEL	26,937	47,000	40,000	40,000	40,000
32-7500-3200	SANITARY LANDFILL FEES	249,569	245,000	250,000	250,000	250,000
32-7500-3300	DEPT SUPPLIES AND MATERIALS	15,495	23,500	18,000	18,000	18,000
32-7500-3400	ONLINE UTILITY PAYMENT SERVICE	8,432	10,000	12,500	12,500	12,500
32-7500-3600	UNIFORMS	11,488	10,000	10,000	10,000	10,000
32-7500-4600	DEPRECIATION EXPENSE	-	-	-	-	-
32-7500-5400	INSURANCE AND BONDS	14,903	17,500	17,500	17,500	17,500
32-7500-5401	CLAIMS DEDUCTIBLE	435	1,000	1,000	1,000	1,000
32-7500-5500	BAD DEBT/WRITE-OFFS	-	-	-	-	-
32-7500-7300	CAPITAL OUTLAY - IMPROVEMENTS	-	25,000	-	5,000	5,000
32-7500-7400	CAPITAL OUTLAY - EQUIPMENT	-	217,200	-	7,500	7,500
32-7500-9100	DEBT SERVICE PRINCIPAL PMT	66,043	67,490	69,600	69,600	69,600
32-7500-9200	DEBT SERVICE INTEREST PMT	7,556	6,109	4,000	4,000	4,000
32-7500-9500	CONTRIBUTION TO RESERVES	-	-	-	-	-
<b>FUND TOTAL: SOLID WASTE FUND</b>		<b>949,189</b>	<b>1,305,687</b>	<b>1,087,064</b>	<b>1,128,852</b>	<b>1,128,852</b>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**CAPITAL OUTLAY**

<u>Department</u>	<u>Account #</u>	<u>Description</u>	<u>Estimated Cost</u>
<b>Finance - Accounting</b>			
	10-4130-7400	Capital Outlay - Equipment	
		Computer Software	\$ 37,500
			<u>\$ 37,500</u>
<b>Public Works - Garage</b>			
	10-4250-7400	Capital Outlay - Equipment	
		Scanner - Equipment Fault Codes	\$ 10,000
			<u>\$ 10,000</u>
<b>Public Works - Buildings &amp; Grounds</b>			
	10-4260-7300	Capital Outlay - Improvements	
		Livesay Park	\$ 10,000
		Paint - Public Works Complex (50%)	\$ 25,000
		HVAC - Police Department	\$ 23,000
		Painting & Patching - Town Hall	\$ 30,000
		McBryde Trail	\$ 10,000
			<u>\$ 98,000</u>
	10-4260-7400	Capital Outlay - Equipment	
		Truck	\$ 40,000
		Enclosed Trailer	\$ 5,000
		Band Saw	\$ 3,500
		Broom Attachment	\$ 3,200
		Front Cutter	\$ 22,000
			<u>\$ 73,700</u>
<b>Police</b>			
	10-4310-7300	Capital Outlay - Improvements	
		Police Department Improvements	\$ 10,000
			<u>\$ 10,000</u>
	10-4310-7400	Capital Outlay - Equipment	
		6 Patrol Cars	\$ 210,000
			<u>\$ 210,000</u>
<b>Public Works - Streets &amp; Highways</b>			
	10-4520-7400	Capital Outlay - Equipment	
		Truck	\$ 30,000
			<u>\$ 30,000</u>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**CAPITAL OUTLAY**

<u>Department</u>	<u>Account #</u>	<u>Description</u>	<u>Estimated Cost</u>
<b>Planning</b>			
	10-4900-7300	Capital Outlay - Improvements	
		Wayfinding Project	\$ 25,000
		Code of Ordinances Update	\$ 30,000
			<u>\$ 55,000</u>
<b>Recreation</b>			
	10-6120-7300	Capital Outlay - Improvements	
		Renovation Tennis Courts (Panola/Braswell)	\$ 35,000
		Comprehensive Master Plan/Updates	\$ 35,000
			<u>\$ 70,000</u>
	10-6120-7400	Capital Outlay - Equipment	
		John Deere 72in Zero Turn Mower	\$ 20,000
		Braswell Fitness	\$ 14,000
			<u>\$ 34,000</u>
	10-6125-7300	Capital Outlay - Improvements	
		Building Repairs	\$ 8,000
			<u>\$ 8,000</u>
	10-6125-7400	Capital Outlay - Equipment	
		Pool Ladder (Community)	\$ 5,000
			<u>\$ 5,000</u>
	10-6130-7400	Capital Outlay - Equipment	
		Ice Maker	\$ 5,000
			<u>\$ 5,000</u>
<b>General Fund Capital Outlay Total</b>			<u><b>\$ 646,200</b></u>

**TOWN OF TARBORO  
2017-2018 PROPOSED BUDGET  
CAPITAL OUTLAY**

<u>Department</u>	<u>Account #</u>	<u>Description</u>	<u>Estimated Cost</u>
<b>Powell Bill Fund</b>			
	19-4525-7400	Capital Outlay - Equipment	
		Tandem Axle Dump Truck	\$ 200,000
			<u>\$ 200,000</u>
		<b>Powell Bill Fund Capital Outlay Total</b>	<u><b>\$ 200,000</b></u>
 <b>Drug Seizure Fund</b>			
	42-3418-7400	Capital Outlay - Equipment	
		K-9	\$ 10,000
			<u>\$ 10,000</u>
		<b>Drug Seizure Fund Capital Outlay Total</b>	<u><b>\$ 10,000</b></u>

**TOWN OF TARBORO  
2017-2018 PROPOSED BUDGET  
CAPITAL OUTLAY**

<u>Department</u>	<u>Account #</u>	<u>Description</u>	<u>Estimated Cost</u>
<b>Electric Fund</b>			
	30-7200-7400	Capital Outlay - Equipment	
		Computer Software (60%)	\$ 90,000
			<u>\$ 90,000</u>
	30-7210-7300	Capital Outlay - Improvements	
		LED Street Light Conversion	\$ 60,000
		LED Whiteway Light Conversion	\$ 36,000
		Substation Regulator Change Out	\$ 96,000
			<u>\$ 192,000</u>
	30-7210-7400	Capital Outlay - Equipment	
		Bucket Truck	\$ 220,000
		Pickup Truck - Line Crew	\$ 35,000
		Trencher	\$ 75,000
			<u>\$ 330,000</u>
		<b>Electric Fund Capital Outlay Total</b>	<u><b>\$ 612,000</b></u>

**TOWN OF TARBORO**  
**2017-2018 PROPOSED BUDGET**  
**CAPITAL OUTLAY**

<u>Department</u>	<u>Account #</u>	<u>Description</u>	<u>Estimated Cost</u>
<b>Water &amp; Sewer Fund</b>			
	31-7100-7300	Capital Outlay - Improvements	
		Paint - Public Works Complex (40%)	\$ 20,000
			<u>\$ 20,000</u>
	31-7100-7400	Capital Outlay - Equipment	
		Computer Software (10%)	\$ 15,000
			<u>\$ 15,000</u>
	31-7110-7300	Capital Outlay - Improvements	
		Clearwell	\$ 30,000
			<u>\$ 30,000</u>
	31-7110-7400	Capital Outlay - Equipment	
		SCADA Upgrade	\$ 30,000
			<u>\$ 30,000</u>
	31-7120-7300	Capital Outlay - Improvements	
		Hydrants	\$ 25,000
			<u>\$ 25,000</u>
	31-7120-7400	Capital Outlay - Equipment	
		Service Truck	\$ 40,000
			<u>\$ 40,000</u>
	31-7130-7300	Capital Outlay - Improvements	
		3rd Blower	\$ 50,000
			<u>\$ 50,000</u>
	31-7130-7400	Capital Outlay - Equipment	
		Lagoon Mixer	\$ 8,000
		Service Truck	\$ 25,000
			<u>\$ 33,000</u>
	31-7140-7300	Capital Outlay - Improvements	
		Sewer Line Rehab	\$ 75,000
			<u>\$ 75,000</u>
	31-7150-7300	Capital Outlay - Improvements	
		Dipper - Office Street	\$ 85,000
			<u>\$ 85,000</u>
<b>Water &amp; Sewer Fund Capital Outlay Total</b>			<u><b>\$ 403,000</b></u>

**TOWN OF TARBORO  
2017-2018 PROPOSED BUDGET  
CAPITAL OUTLAY**

<u>Department</u>	<u>Account #</u>	<u>Description</u>	<u>Estimated Cost</u>
<b>Solid Waste Fund</b>			
	32-7500-7300	Capital Outlay - Improvements	
		Paint - Public Works Complex (10%)	\$ 5,000
			<u>\$ 5,000</u>
	32-7500-7400	Capital Outlay - Equipment	
		Computer Software (5%)	\$ 7,500
			<u>\$ 7,500</u>
		<b>Solid Waste Fund Capital Outlay Total</b>	<u><b>\$ 12,500</b></u>

**TOWN OF TARBORO  
2017-2018 PROPOSED BUDGET  
SALARY ALLOCATION**

<b>Department / Position</b>	<b>Enterprise Funds</b>			<b>Total</b>	<b>General Fund</b>
	<b>Electric Fund</b>	<b>Water &amp; Sewer Fund</b>	<b>Solid Waste Fund</b>		<b>Total</b>
<b>Governing Body</b>					
Governing Body (all)	15.0%	15.0%	2.5%	32.5%	67.5%
<b>Administration</b>					
Town Manager	50.0%	27.5%	2.5%	80.0%	20.0%
Human Resources Officer	12.4%	15.7%	5.1%	33.2%	66.8%
Administrative Secretary	50.0%	27.5%	2.5%	80.0%	20.0%
<b>Finance - Accounting</b>					
Accounting Manager (payroll/accounting)	25.0%	25.0%	2.5%	52.5%	47.5%
Office Assistant IV (utility billing only)	42.5%	42.5%	10.0%	95.0%	5.0%
Purchasing Agent	59.3%	10.5%	3.1%	72.9%	27.1%
<b>Finance - Administration</b>					
Finance Director	30.0%	25.0%	2.5%	57.5%	42.5%
<b>Finance - Collections</b>					
Collector of Revenue (all utility collections/taxes)	30.0%	30.0%	3.0%	63.0%	37.0%
Assistant Collector of Revenue/Clerk	28.0%	28.0%	2.0%	58.0%	42.0%
Revenue Cashier (primarily utilities)	40.0%	40.0%	3.0%	83.0%	17.0%
Revenue Cashier (primarily utilities)	40.0%	40.0%	3.0%	83.0%	17.0%
<b>Public Works - Garage</b>					
Garage (percentage of total number of vehicles)	25.0%	17.5%	15.5%	58.0%	42.0%
<b>Public Works - Building &amp; Grounds</b>					
Building & Grounds	10.0%	10.0%	1.0%	21.0%	79.0%
<b>Public Works - Administration</b>					
Public Works Director	0.0%	50.0%	5.0%	55.0%	45.0%
Office Assistant III (same as Director)	0.0%	50.0%	5.0%	55.0%	45.0%
<b>Public Works - Engineering</b>					
Engineering (all personnel)	45.0%	45.0%	0.0%	90.0%	10.0%
<b>Public Works - Streets</b>					
Streets & Sanitation Supervisor	0.0%	15.0%	35.0%	50.0%	50.0%
Streets	5.0%	15.0%	10.0%	30.0%	70.0%
<b>Planning &amp; Economic Development</b>					
Planning & Economic Development	10.0%	10.0%	0.0%	20.0%	80.0%



**ORDINANCE NO. 17-10**

**TOWN OF TARBORO, NORTH CAROLINA  
BUDGET ORDINANCE FOR FISCAL YEAR 2017 – 2018**

BE IT ORDAINED by the Town Council of the Town of Tarboro, North Carolina, as follows:

Section 1. The following amounts are hereby appropriated for the operation of the Town of Tarboro Government and its activities for the fiscal year beginning July 1, 2017, and ending June 30, 2018, according to the following schedules:

**SCHEDULE A. GENERAL FUND**

Governing Body	\$ 60,680
Administration	543,800
Elections	10,000
Finance:	
Accounting	284,850
Administration	98,145
Collections	114,776
Fire	1,727,650
Planning and Economic Development	320,390
Main Street	74,820
Police	3,197,620
Public Works:	
Administration	89,270
Building and Grounds	946,200
Animal Control	74,380
Engineering	29,550
Garage	140,850
Streets	827,470
Recreation:	
Administration	1,208,180
Swimming Pools	83,642
Indian Lake	86,920
Nutrition	118,527
Appropriations to Other Units	<u>240,172</u>
TOTAL GENERAL FUND	<u>\$ 10,277,892</u>

**SCHEDULE B. POWELL BILL FUND**

Capital Outlay and Street Construction	<u>\$ 323,200</u>
TOTAL POWELL BILL FUND	<u>\$ 323,200</u>

SCHEDULE C. EMERGENCY TELEPHONE FUND

Emergency Telephone Fund	<u>\$ 120,786</u>
TOTAL EMERGENCY TELEPHONE FUND	<u>\$ 120,786</u>

SCHEDULE D. LAW ENFORCEMENT FUND

Law Enforcement – Drug Seizure	<u>\$ 37,150</u>
TOTAL LAW ENFORCEMENT FUND	<u>\$ 37,150</u>

SCHEDULE E. ELECTRIC FUND

Administration	\$ 2,821,838
Operations	1,355,847
Load Management Program	167,000
Purchased Power	18,000,000
Contribution to Other Funds	<u>1,669,977</u>
TOTAL ELECTRIC FUND	<u>\$24,014,662</u>

SCHEDULE F. WATER AND SEWER FUND

Administration	\$ 2,573,460
Water Treatment Plant	640,000
Water Distribution System	162,000
Wastewater Treatment	602,000
Sewage Collection System	237,115
Wastewater Pump Station	195,000
Contribution to Other Funds	<u>0</u>
TOTAL WATER AND SEWER FUND	<u>\$ 4,409,575</u>

SCHEDULE G. SOLID WASTE FUND

Public Works - Sanitation	<u>\$ 1,128,852</u>
TOTAL SOLID WASTE FUND	<u>\$ 1,128,852</u>

TOTAL APPROPRIATIONS FOR ALL FUNDS	<u>\$40,312,117</u>
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Section 2. It is estimated that the following revenue will be available during the fiscal year beginning July 1, 2016, and ending June 30, 2017, to meet the foregoing appropriations according to the following schedule:

SCHEDULE A. GENERAL FUND

Ad Valorem Taxes	\$ 3,316,100
Other Taxes	420,250
Unrestricted Intergovernmental Revenues	3,287,000
Restricted Intergovernmental Revenues	146,940
Licenses, Permits and Fees	271,300
Sales and Services	110,000
Interest Earnings	15,000
Fund Balance Appropriated Capital Outlay	616,200
Fund Balance Appropriated	30,000
Contributions from Other Funds:	
Electric Fund	1,669,977
Charges to Other Funds:	
Electric Fund	231,638
Water and Sewer Fund	135,885
Solid Waste Fund	<u>27,602</u>
TOTAL GENERAL FUND	<u>\$10,277,892</u>

SCHEDULE B. POWELL BILL FUND

Restricted Intergovernmental Revenues	\$ 320,000
Interest Earnings	<u>3,200</u>
TOTAL POWELL BILL FUND	<u>\$ 323,200</u>

SCHEDULE C. EMERGENCY TELEPHONE FUND

Emergency Telephone Charges	\$ 120,286
Interest Earnings	<u>500</u>
TOTAL EMERGENCY TELEPHONE FUND	<u>\$ 120,786</u>

SCHEDULE D. LAW ENFORCEMENT FUND

Equitable Sharing-Federal	\$ 27,000
Drug Seizure/State	10,000
Interest Earnings	<u>150</u>
TOTAL LAW ENFORCEMENT FUND	<u>\$ 37,150</u>

#### SCHEDULE E. ELECTRIC FUND

Utilities	\$ 21,000,000
Taxes on Metered Sales	1,250,000
Sales and Services	113,600
Fees	128,000
Metered Sales – Other Funds	711,500
Interest Earnings	27,500
Capital Outlay Reserve Appropriations	612,000
Fund Balance Appropriated	<u>172,062</u>
 TOTAL ELECTRIC FUND	 <u>\$ 24,014,662</u>

#### SCHEDULE F. WATER AND SEWER FUND

Utilities	\$ 4,314,700
Fees	87,375
Interest Earnings	<u>7,500</u>
 TOTAL WATER AND SEWER FUND	 <u>\$ 4,409,575</u>

#### SCHEDULE G. SOLID WASTE FUND

Utilities	\$ 1,065,000
Fees	12,000
Solid Waste Disposal Tax	7,000
Interest Earnings	2,500
Fund Balance Appropriated	<u>42,352</u>
 TOTAL SOLID WASTE FUND	 <u>\$ 1,128,852</u>

TOTAL ESTIMATED REVENUE FOR ALL FUNDS	<u>\$ 40,312,117</u>
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Section 3. There is hereby levied a tax at the rate of forty-one cents (\$0.41) per one hundred dollars (\$100) valuation of estimated taxable property listed for taxes as of January 1, 2017, for the purpose of raising current year revenue listed within “Ad Valorem Taxes” in this ordinance.

Such rate of tax is based on an estimated total assessed valuation of property tax for the purpose of taxation of \$881,023,879 with an estimated rate of collections of ninety-seven and 59/100 percent (97.59%).

Section 4. Privilege license and franchise taxes for the privilege of conducting trades, businesses, professions, shows, exhibitions and amusements within the Town of Tarboro are hereby levied at the maximum rate authorized and permitted for cities and towns by the General Statutes of North Carolina; and in addition thereto, privilege license and franchise taxes are hereby levied for the privilege of

conducting trades, businesses, professions, shows, exhibitions and amusements within the Town of Tarboro at the maximum rate authorized and permitted by Chapter 17 entitled "Taxation, Revenue and Miscellaneous Business Regulations" of the Code of Ordinances, Town of Tarboro, North Carolina, which is hereby re-adopted in full.

Section 5. Pursuant to G.S. 20-97, a license or privilege tax in the sum of five dollars (\$5.00) is hereby levied upon each resident motor vehicle maintained and operated in the Town of Tarboro, except a motor vehicle temporarily operated for a period of time not exceeding thirty (30) days, and except motor vehicles operated for car display or car exhibition purposes by car manufacturers or dealers displaying dealer's license plates issued by the state, and said license or privilege tax is to be billed to and paid by the owner of said motor vehicle.

Section 6. Pursuant to G.S. 160A-212, a license or privilege tax in the sum of three dollars (\$3.00) is hereby levied upon each dog kept in the city limits as of January 1, 2016. This section is not intended to apply to dogs whose owners are non-residents temporarily within the town, nor to dogs brought into town for the purpose of participating in any dog show, nor to "seeing-eye" dogs properly trained to assist blind persons when such dogs are actually being used by blind persons for the purpose of aiding them in going from place to place.

Section 7. Some estimates of revenue other than the property tax exceed the amount actually realized in cash from each source in the preceding fiscal year, but the facts warrant the expectation that in each case the estimated amount will actually be realized in cash during the budget year.

Section 8. Appropriations are authorized by department totals. The budget officer is authorized to reallocate departmental appropriations among the various line item objects of expenditure, as the same becomes necessary during the budget year, provided that such departmental reallocation shall be reported to Council within sixty (60) days. The budget officer is also authorized to transfer monies from one departmental appropriation to another department within the same fund; provided, however, that any such interdepartmental transfer of monies within the same fund shall be reported to the Town Council at its next regular meeting and the same shall be entered in the minutes. No fund contingency shall be expended without prior approval of Council, except in a case where the Town Manager deems it necessary due to an emergency, and then he shall advise Council of his action and the nature of the emergency requiring the action by no later than the next regular council meeting.

Section 9. Copies of this ordinance shall be filed with the Finance Director, Town Clerk and the Budget Officer, to be kept on file by them for their direction in the disbursement of town funds.

Section 10. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 11. This ordinance shall become effective July 1, 2017.