

CITY OF ASHEBORO

NORTH CAROLINA

ADOPTED OPERATING BUDGET

FISCAL YEAR 2011-2012

Submitted to

The Mayor and the City Council

June 28, 2011

By

John N. Ogburn, III, City Manager

MISSION STATEMENT

*“To provide the citizens of Asheboro with
excellence in leadership, fiscal management and
municipal services and to create meaningful and
appropriate opportunities for citizen participation
to improve the quality of life for all.”*

CITY COUNCIL

David Smith, Mayor
Talmadge Baker, Mayor Pro Tempore
Clark Bell, Council Member
Eddie Burks, Council Member
Linda Carter, Council Member
Stuart Fountain, Council Member
Walker Moffitt, Council Member
Mike Hunter, Council Member

CITY MANAGER

John N. Ogburn, III

CITY ATTORNEY

Jeff Sugg

DEPARTMENT HEADS

Debbie Reaves, Finance and Utility Billing & Collection

Jeff Sugg, Legal Services

Todd Stout, Information Technology

Reynolds Neely, Planning & Zoning

Rickey Wilson, Police

Jim Smith, Fire

Larry Trotter, Building Inspections

Mike Jones, Fire Inspections

Bobby Kivett, Operations

Terry Reeder, Fleet Maintenance

David Hutchins, Street Maintenance

Dumont Bunker, Engineering

Kermit Williamson, Environmental Services

Myers Johnson, Human Resources

Felix Ward, Cultural & Recreation Services

Jonathan Sermon, Recreation & Golf

Jimmy Cagle, Facilities Maintenance

**Andrew Connor, Water & Sewer Maintenance and
Water Meter Operations**

Michael Rhoney, Water Resources Division

Bryan Lanier, Water Plant

Michael Wiseman, Wastewater Treatment Plant

Jeff Cagle, Systems Maintenance

Michele Dawes, Technical Services

Bernadine Wardlaw, Water Quality

GEOGRAPHIC CHARACTERISTICS

LOCATION

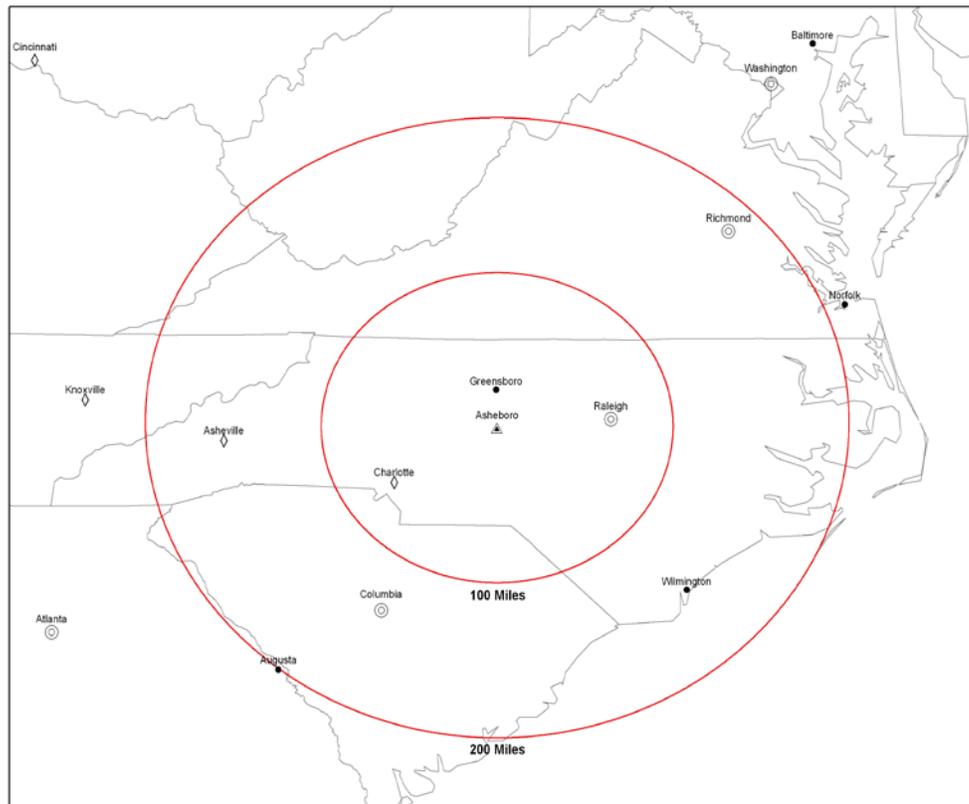
Asheboro is at the geographic center of Randolph County and is the county seat. The terrain is more rolling than that usually found in the Piedmont because of the Uwharrie Mountains to the southwest. Randolph County has an area of 787 square miles and Asheboro contains approximately 16.69 square miles.

CLIMATE

The climate is typical of central North Carolina with moderate winters and ninety-degree summers, tempered by adequate rainfall for crops. The average rainfall is 45.43 inches per year. The current mean temperature in June is 77; and in January the current mean temperature is 44. Asheboro's central location within the State, climate and terrain provide the ideal location for the North Carolina Zoological Park.

POPULATION

The 2000 Census indicates Asheboro had a population of 21,672 people and the population of Randolph County was counted to be 130,454. Asheboro is within fifty miles of the fast growing Piedmont Triad region of the state. Charlotte, the state's largest city, is less than 75 miles to the southwest and the State Capitol is 75 miles to the east.



A Brief History of Asheboro

The Town of Asheborough received its original charter from the State Legislature on Christmas Day 1796—a time when the topic of the day was President George Washington's "Farewell Address" as published in The Philadelphia American Advertiser only a few weeks earlier. The village itself dates to 1780 when citizens demanded that the county seat be relocated from Johnstonville to a place more convenient for citizens of the almost square 801 square miles of Randolph County. Asheborough, named for Samuel Ashe, governor from 1795 to 1798, came into being on land owned by Jesse Henley and the first session of court was held here on June 12, 1793.

The town of Asheborough began to take form on a 50-acre tract with the focal point the courthouse square on Main Street. In 1805, a large two-story frame building housed the courthouse and gradually lawyers and court officials took up residence here. For almost the first century of the town's existence, court-related business was the primary business of town. The sleepy village came to life when court was in session, turning the square into a carnival of activity that ranged from horse swapping to the selling and imbibing of grog. The whooping and yelling often caused the presiding judge to order the High Sheriff to halt the ruckus.

Asheborough was designated a post office in 1814. In November 1824, Jonathan Worth, a 22-year-old lawyer, took up residence in Asheborough and became the town's most prominent citizen. After serving six terms in the Legislature and two terms as state treasurer, he served two terms as governor, from 1865 to 1868. There was no formal town government until 1829. The town petitioned the legislature to reincorporate and appoint new commissioners so that improvements could be made. From 1836 to 1844, Benjamin Swain, a lawyer and editor, published the town's first newspaper, Southern Citizen, a weekly. In one of his editions, Swain called Asheboro an "uncommonly healthy and pleasant" village of about 100 inhabitants. In 1850-51, the Fayetteville and Western Plank Road section through Asheboro was completed. At this time, Asheboro had 32 households totaling 154 people, including 11 free blacks.

The first church in Asheboro, the Methodist Episcopal Church, was built in 1834. The Presbyterian Church was organized in 1850 and a sanctuary built in 1852. By this time, much of the wealth of the town resulted from gold mining operations nearby.

A period of stagnation followed the Civil War. In 1876, Asheboro's population had grown to about 200. Asheboro still had only two churches and two academies, one for males and one for females. Two hundred bales of cotton were sold at the Asheboro market that year.

The High Point, Randleman, Asheboro and Southern Railroad arrived in Asheboro in July 1889, marking the beginning of a period of prosperity and growth. Competition came in 1896 with the arrival of the Montgomery Railroad, from Star to Asheboro. The railroad depots and a disastrous fire caused the center of town to shift from Main Street to Sunset Avenue.

The second century of Asheboro was marked by the establishment of its first bank, The Bank of Randolph, and Asheboro Telephone Company, both established in 1897.

The arrival of the railroads caused a population explosion. The population nearly doubled every 10 years: 1890, 510; 1900, 992; 1910, 1,865; 1920, 2,559; and 1930, 5,021. By 1912 there already were about 30 stores in Asheboro plus two roller mills, two chair manufacturers, a lumber plant, hosiery mill, wheelbarrow factory and foundry.

The present county courthouse was completed in July 1909, at a cost of \$34,000 and the next 10 years resulted in unparalleled growth. Electricity arrived, along with a water system fed by wells. The fire

department was organized, a new public school built and the first hospital organized. The industrial base expanded from wood products and blacksmith shops to textiles. The first of today's base of hosiery mills came with the chartering of Acme Hosiery Mills on December 19, 1908. The original product was cotton stockings. Without warning, on January 10, 1923, the Post Office Department changed the spelling of the town's name to "Ashboro." A compromise spelling of "Asheboro" resulted after a loud protest from citizens and Congressman William Cicero Hammer of Asheboro.

The business tempo of the 1920s was smothered by The Great Depression and World War II, but the aftermath of World War II resulted in a flurry in industrial plants to augment the cluster of hosiery plants here. Stedman Manufacturing Co. expanded its handkerchief manufacturing during the war to make T-shirts for the navy. Klopman Mills was organized with its first plant in Asheboro. Eveready Battery Co., with two plants in Asheboro, was the first infusion of a mix of industries, followed by B.B. Walker Shoe Co., Black & Decker, Georgia Pacific, Klaussner Furniture Industries, Goodyear Tire & Rubber Co. wire plant, Knorr Best Foods, Kayser-Roth Hosiery, and others.

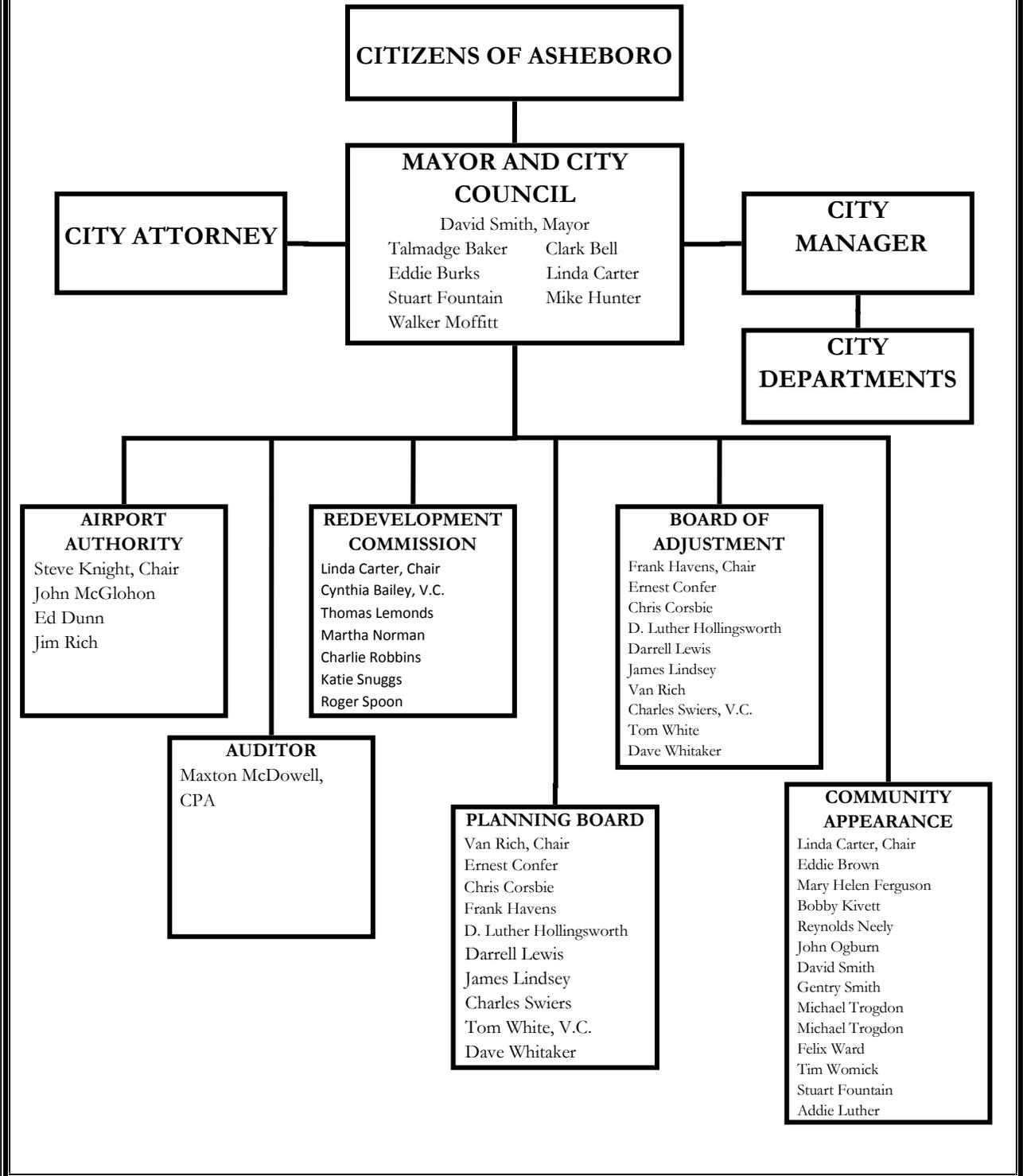
In this Bicentennial Year, Asheboro has a population of 17,559, a land area of 14.81 square miles, a total property valuation of more than \$992 million and a tax rate of 52-cents per \$100 valuation. The City of Asheboro furnishes water and sewer service for the 1,371 acre site of the North Carolina Zoological Park and Gardens near Asheboro, the world's largest natural habitat zoo, and to a number of outlying homes, industries and communities.

In recent years the City of Asheboro has concentrated on building a solid base of services with the creation of a series of lakes for water supply, fresh water and waste water treatment plants, city streets and utilities. The present emphasis is on territorial expansion and planned development.

— *L. Barron Mills, Jr. for the 1996 Bicentennial.*

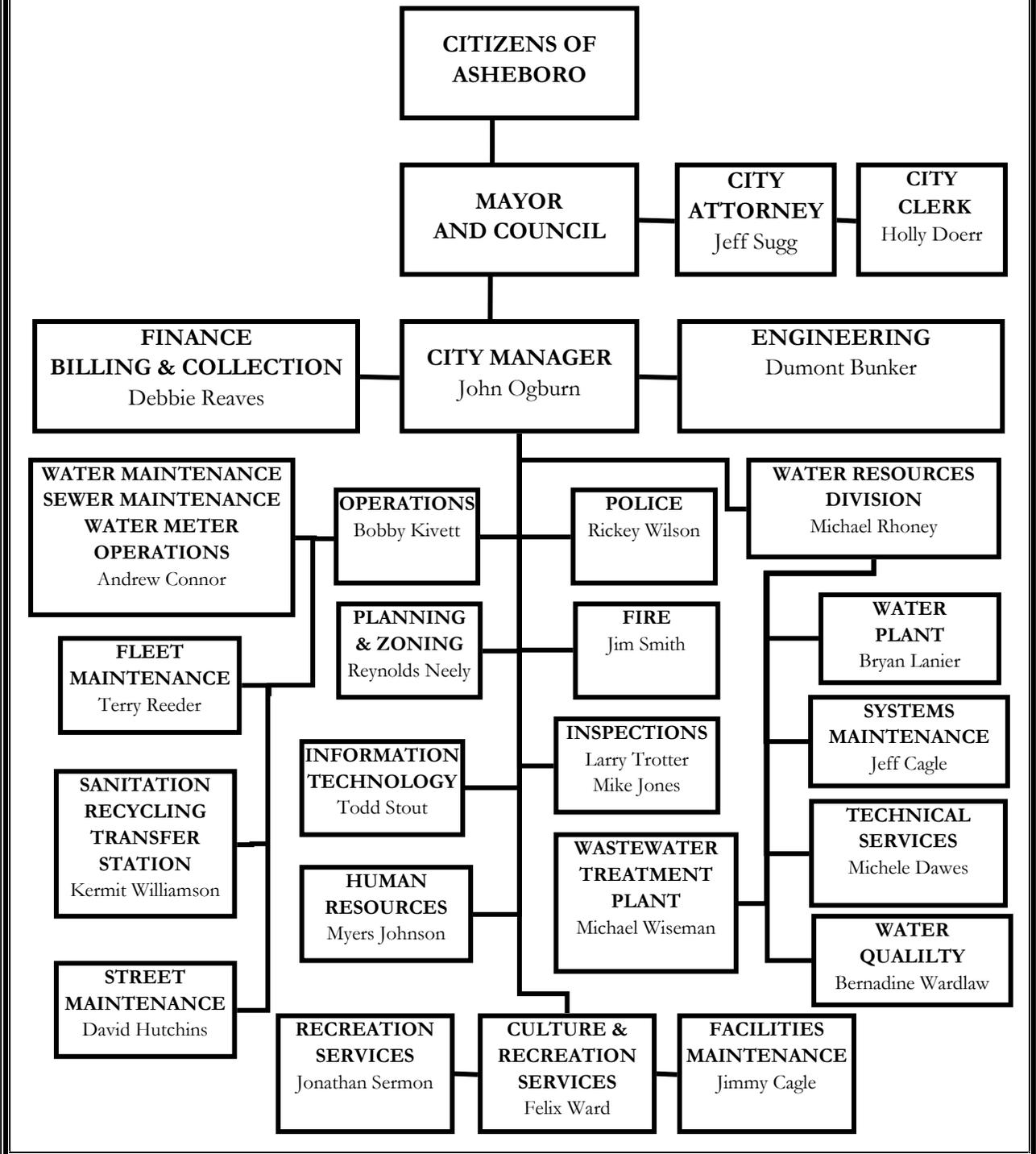
CITY OF ASHEBORO

ORGANIZATIONAL CHART



CITY OF ASHEBORO

DEPARTMENTAL ORGANIZATIONAL CHART



John N. Ogburn, III
City Manager



Tel: 336-626-1201 Ext 201
Fax 336-626-1218
E-mail: jogburn@ci.asheboro.nc.us

CITY OF ASHEBORO

146 North Church Street
Post Office Box 1106
Asheboro, NC 27204-1106

May 5, 2011

To: Mayor David Smith
Council Member Talmadge Baker, Mayor Pro Tem
Council Member Clark Bell
Council Member Eddie Burks
Council Member Linda Carter
Council Member Stuart Fountain
Council Member Mike Hunter
Council Member Walker Moffitt

From: John N. Ogburn III, City Manager

Subject: 2011-2012 Annual Budget

THE CITY OF ASHEBORO 2011-2012 ANNUAL OPERATING BUDGET

1. Introduction

In accordance with the North Carolina General Statutes Article 159-11, I present the 2011-2012 annual budget representing the financial and operational plan for the upcoming fiscal year. The fiscal year 2011-2012 budget is balanced at \$35,051,988.

2. General Fund Revenues

I recommend that the property tax rate remain at \$0.55 per \$100.00 value. As the economy is beginning to show slight signs of recovery, we do anticipate a slight increase in revenues from the following sources: Sales Tax, Powell Bill (gas tax paid at the pump) and Utilities Franchise Tax. Despite extreme pressures on the state budget, we do not anticipate any withholding of state collected local revenues this year. Fund balance appropriation is \$224,428.

3. Water & Sewer Fund Revenues

I recommend no changes to our current rate structure. Appropriation of retained earnings is \$311,009.

4. Fund Allocations:

Fund allocations are as follows:

General Fund:	\$22,108,190
Water and Sewer Fund:	<u>\$12,943,798</u>
Total:	\$35,051,988

CITY OF ASHEBORO FISCAL YEAR 2011-2012 BUDGET HIGHLIGHTS

General Fund Property Tax Rate

- Property tax rate remains at \$0.55 per \$100.00 value.

General Fund Expenditure highlights include:

General Government:

Mayor & Governing Body	\$125,066
City Manager's Office	175,554

Finance Office	409,215
Legal & City Clerk	149,319
Information Technology	157,136
Municipal Building	90,080
Planning & Zoning	481,790
Marketing & Communications	85,298
Fleet Maintenance	762,003
Human Resources	371,617
Total	<u>\$2,807,078</u>

Public Safety

Police	6,201,106
Fire	3,538,008
Building Inspection	223,025
Fire Inspection	230,251
Total	<u>\$10,192,390</u>

Transportation

Operations	691,609
Street	2,393,570
City Engineer	222,348
Airport Authority	80,450
Total	<u>\$3,387,977</u>

Environmental Protection

Environmental Services	2,294,520
Recycling Transfer Station	195,695
Total	<u>\$2,490,215</u>

Culture and Recreational

Arts & Cultural Services	270,119
Recreation Services	934,383
Municipal Golf Course	175,942
Library	232,500
Facilities Maintenance	1,617,586
Total	<u>\$3,230,530</u>

Water & Sewer Fund Rates

Water and Sewer Rate remain as follows:

- The Minimum bill for all customers includes 150 cf usage.
- Inside City Limits: water minimum bill \$12.27 and sewer minimum bill \$15.34
- Inside City Limits consumption fee of \$2.51 per 100 cf over minimum (remains the same as FY 09-10)
- Outside City Limits- water minimum bill \$30.68 and sewer minimum bill \$38.35
- Outside City Limits consumption fee of \$6.28 per 100 cf over minimum (remains the same as FY 09-10)

Water & Sewer Fund Expenditure Highlights:

Billing & Collection	\$461,529
Water Meter Operations	667,502
Water Maintenance	960,133
Wastewater Maintenance	1,298,452
Water Resources Division	
Water Supply & Treatments	2,371,267
Wastewater Treatment	5,339,289
Technical Services	205,143
Systems Maintenance	1,036,406
Water Quality	604,077
Total	<hr/> \$12,943,798

The 2011-2012 budget will be handed out to City Council at tonight's regularly scheduled meeting. The Council will convene for the Public Hearing at the regularly scheduled meeting on June 9, 2011. The Budget Adoption is scheduled for 12:00 noon on June 28, 2011. A copy of the proposed budget will be available in the City Clerk's office for public inspection during regular business hours.

In closing, let me write that Asheboro continues to be a special place and I am proud of our City, its government leaders and staff, and their dedication to public service.

Respectfully Submitted,

s/ John N. Ogburn III

John N. Ogburn, III
City Manager

CITY OF ASHEBORO BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Asheboro, North Carolina in session assembled:

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the city government and its' activities for the fiscal year beginning July 1, 2011 and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this City:

<u>ACCOUNT</u>	<u>DEPARTMENT OR FUNCTION</u>	<u>APPROPRIATION</u>
10-410	Mayor and Governing Body	125,066
10-420	City Manager's Office	175,554
10-440	Finance Office	409,215
10-450	Legal & City Clerk	149,319
10-480	Information Technology	157,136
10-490	Planning/Community Development	481,790
10-495	Marketing & Communications	85,298
10-500	Municipal Building Headquarters	90,080
10-510	Police Department	6,201,106
10-530	Fire Department	3,538,008
10-540	Building Inspections Department	223,025
10-545	Fire Inspections Department	230,251
10-550	Operations Division - Public Works	691,609
10-555	Fleet Maintenance	762,003
10-565	Street Maintenance	2,393,570
10-575	City Engineer Office	222,348
10-580	Environmental Services	2,294,520
10-585	Recycling Transfer Station	195,695
10-590	Human Resources	371,617
10-615	Arts & Cultural Services	270,119
10-620	Recreation Services	934,383
10-625	Municipal Golf Course	175,942
10-630	Library	232,500
10-640	Facilities Maintenance	1,617,586
10-650	Airport Authority	80,450
	Total Appropriations	22,108,190

Section 2: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Current Year's Real Property Taxes	11,000,000
Current Year's Motor Vehicle Taxes	670,000
Prior Year's Real Property Taxes	107,000
Prior Year's Motor Vehicle Taxes	95,000
Tax Penalties and Interest & other taxes	70,775
ABC Board Revenue	180,000
Beer & Wine Tax Revenue	72,000
Privilege Licenses	315,000
Cable TV Franchises	205,000
Interest Earned on Investments	35,000
Concessions and Merchandise	71,350
Personal Use of City Vehicles	7,100
Contracted Maintenance NCDOT	21,000
Utilities Franchise Tax - State	2,097,803
Powell Bill Allocation - State	681,023
Local Sales Tax & Hold Harmless Funds	4,205,712
Court Costs, Fees and Charges	24,000
Building Permits and Inspection Fees	90,300
Rezoning & Cemetery Fees	24,000
Charges for Services - Refuse Collection	965,000
Recycling Revenues	15,800
Recreation Fees	318,205
Concert Series Sponsorships	13,750
Grant Proceeds	110,995
Proceeds of Lease Purchase Financing	140,000
Reimbursement from Asheboro City Schools –SRO Officers	208,000
Fund Balance Appropriation	224,428
All Other Revenues	139,949
 Total Estimated Revenues	 22,108,190

Section 3: There is hereby levied a tax at the rate of fifty-five cents (\$.55) per one hundred (\$100) valuation of property as listed for taxes as of January 1, 2011 for the purpose of raising the revenue listed as " Current Year's Taxes" in the General Fund in Section 2 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of \$2,180,000,000 and an estimated rate of collection of 98.0%.

Section 4: The following General Fund Fees are hereby adopted for provision of services by the city government for the fiscal year beginning July 1, 2011.

Sanitation Department Fees:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Residential Can / per month	\$0
Commercial Can / per month	\$10
Residential Dumpster / per pick-up	\$30
Commercial Dumpster / per pick-up	\$30
Above billed <u>monthly</u> based on annualized collection schedule	
Missed Residential Dumpster / per pick-up	\$40
Missed Commercial Dumpster / per pick-up	\$40
Compaction Dumpster / per pick-up	\$44
Missed Compaction Dumpster / per pick-up	\$54
Yard Waste Collection per scoop	
First and Second scoop*	\$0
Each scoop thereafter*	\$12
*Applicable to brush that is within specifications	
Waste left in ditch, curb or street per scoop	\$24
Waste out of Specs per scoop	\$24
Waste after hours /emergency collection- cost per scoop	\$50
Tires Collection / each	\$5
C&D /Building Materials / per scoop	\$20
Curb side pick-up	\$10
White Goods Collection	\$10

Recycling Transfer Station Fees:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Tipping Fee per Ton	\$46

Planning Department Fees:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Rezoning	\$200
Text Amendment (Ordinance, use list)	\$200
Map of CU district Only	\$200
SU/CU Permit or amendments	\$350
BOA: Appeal	\$0
Variance	\$250
Interpretation	\$250
Watershed Permit	\$25
Flood Zone Permit	\$75
Zoning Compliance Permits:	
SF Res	\$25
Duplex	\$100
MF Res	\$250
Commercial	\$250
Industrial / Institutional	\$250
SF Accessory Structure	\$25
Accessory Structure Commercial	\$50
Accessory Structure Industrial	\$50
Accessory Structure Institutional	\$50
Soil Evaluation	\$10
Change Occupancy	\$25
Change Use	\$250
Sign / sign type	\$25
Land Disturbance Permit	\$50
Temp Produce/Seasonal Sales Permit	\$50
Limited Duration Event Permit	\$50
Certificate of Zoning Compliance:	
SF Res	\$25
Duplex	\$25
MF Res	\$50
Commercial	\$100
Industrial	\$100
Change use	\$100
Subdivision	
Sketch	\$100
Preliminary	\$200
Final	\$200 + \$25 per lot
Minor	\$100
Zoning Verification Official Letter	
Residential	\$25
Non-Residential	\$75

Inspection Department Permit Fees:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Building Permit	\$5/\$1000 up to \$150,000; \$1.50/\$1,000 thereafter
Minimum Permit	\$30
Minimum Sign	\$30
Non-bid Jobs (new)	\$40/ sq. ft
Habitable Space	\$20/ sq. ft
Mobile Home	\$100
Swimming Pool	\$100
Demolition	\$60
Relocate Structure	\$120
Plumbing Permit	\$5 per fixture, \$30 minimum
Sewer Line: House	\$30
Sewer Line: Commercial/Large	\$100
Heating/ AC Permit	
Boiler	\$0.0005/BTU
Gas Line-Residential	\$30
Gas Line-Commercial	\$50
Gas Furnace/Gas Pack	\$50
Heat Pump	\$50
Oil Furnace	\$50
Air Conditioners	
Under 5 tons	\$50
Additional per ton over 5	\$10
Unit Change out (no duct work)	
Residential	\$25
Commercial	\$50
Commercial Grease Hood	\$50
Mobile Home Heating/ AC Unit	\$40
Gas Appliances	\$10 each
Minimum Permit	\$30
Electrical Permits	
Temporary service	\$30
Residential	\$50
Commercial	\$100 first 5000 sq ft plus \$5/1000 sq ft
Service Charge	\$30
Service Repair	\$30
Mobile Home Service	\$50
Sign	\$30
Duplex	\$100
Apartments (each)	\$40

Fire Inspection Department Penalties:

Penalties

Non-Life Safety / offense /day until corrected before re-inspection	\$50
Non-Life Safety/offense/day until corrected after re-inspection	\$100
Non-Occupancy Life Safety / offense /day until corrected before re-inspection	\$150
Non-Occupancy Life Safety/offense/day until corrected after re-inspection	\$300
Occupancy Life Safety / person over limit	\$100
Exit Life Safety/ locked, blocked, obstructed exit	\$500

Parks & Recreation Fees:

<u>Facility</u>	<u>Service</u>	<u>City Resident</u>	<u>Non-Resident</u>
Lake Lucas:			
	Daily Fishing Permit	\$3	\$4
	Annual Fishing Permit	\$35	\$50
	Daily Jon Boat Rental	\$8	\$12
	Daily Canoe Rental	\$6	\$10
	Daily Kayak/Canoe Launch	\$2.50	\$3.50
	Annual Kayak/Canoe Launch	\$35	\$50
	Daily other boat launch	\$7	\$9.50
	Annual other boat launch	\$100	\$135
	Boat Rental Spaces	\$75	\$125
Lake Reese			
	Daily other boat launch	\$7	\$9.50
	Daily Kayak/Canoe Launch	\$2.50	\$3.50
	Annual Kayak/Canoe Launch	\$35	\$50
	Annual other boat launch	\$100	\$135
	Daily Duck hunting permit per boat	\$12.50	\$16
Baseball/Softball Field Rental:			
	Rental per Hour (no lights)	\$15	\$20
	Light Fee per hour	\$10	\$15
	Tournament rental per weekend		
	One Field	\$175	\$255
	Two Fields	\$300	\$400
	Concession Stand/Restroom	\$50	\$65
	Additional Maintenance	\$45	\$60

Youth Sports Fees:		
City Resident	\$0	\$40
Late fee applied after registration deadline	\$10	\$10
Sunset Theatre Rentals- Applies to All		
Security Deposit	\$100	
Party Rental (3 hours max)	\$100	
Dark/Rehearsal	\$50	
Non-Profit- Single Day	\$125	
General Meeting	\$100	
Private Event	\$300	
Commercial/ For Profit	\$350	
Rotary Pavilion at Bicentennial Park Rental		
Security Deposit	\$75	\$75
Daily Rate	\$100	\$175
Skate Park		
Daily admission	\$1	\$2
15 admissions pass	\$10	\$25
1 year unlimited pass	\$150	\$300
Room Rental (Skate Park & Sunset Theatre annex)		
1 hour	\$20	\$25
½ day	\$60	\$75
Full day	\$100	\$125
Shelter Rental		
Memorial Park: 10am-3pm; 3:30pm-dark	\$18	\$35
Full day	\$35	\$70
All other Parks: 10am-3pm; 3:30pm-dark	\$10	\$20
Full day	\$20	\$40
Tennis Courts		
Lights per hour per court	\$3	\$4
Pools:		
Public Swim (day)		
2 years & under w/ paying adult	\$0	
3 years & older	\$2.50	\$3.25
Groups (15+)	\$2	\$2.75
Public Swim (night)		
2 years & under w/ paying adult	\$0	
3 years & older	\$2	\$2.75
Public Lap Swim	\$1	\$1.75
Swimming lessons (group)	\$25	\$30
Swimming lessons (private)	\$50	\$60
Swim Pass (15 admissions)	\$30	\$40
Pool Rental (2 hr min) 0-49	\$150	\$225
Pool Rental (2 hr min) 50+	\$200	\$300

Golf Course:

Walking Only	\$8	\$10
Riding 9 holes- w/ green fees	\$15	\$18
Riding 18 holes- w/ green fees	\$21	\$25
Twilight (after 3pm) 18 holes w/ green fees	\$16	\$20
Membership Fees		
Individual	\$365	\$465
Senior	\$290	\$390
Family	\$600	n/a
Member Cart Fees		
Nine holes	\$6	\$7
Eighteen holes	\$11	\$13

Disk Golf Course

Tournament Rental per day (8 hrs)	\$100	\$175
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**City Resident/Non-resident rates are established according to the residence of the individual. City Residents need to obtain a REC card to receive the City Resident Rate.

Downtown Farmer's Market	Member	Non-Member
Membership	\$25	
Daily Fee	\$5	\$8
Authorized Agent (per product)	\$15	\$15

Section 5: The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the city government and its' activities for the fiscal year beginning July 1, 2011 and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this City:

<u>ACCOUNT</u>	<u>DEPARTMENT OR FUNCTION</u>	<u>APPROPRIATION</u>
30-720	Billing and Collecting	461,529
30-810	Water Meter Operations	667,502
30-820	Water Supply and Treatment	2,377,775
30-830	Wastewater Treatment	4,804,935
30-840	Water Maintenance	965,343
30-850	Wastewater Maintenance	1,306,222
30-860	Technical Services	205,143
30-870	Systems Maintenance	1,036,406
30-880	Water Quality	604,077
	Total Appropriations	12,428,932

Section 6: It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Interest Earned on Investments	39,280
Sale of Water	6,461,579
Sewer Charges	4,814,140
Sampling and Monitoring Fees	53,562
Surcharges	253,545
Septic Tank Discharges	38,130
Water and Sewer Connection Fees	110,395
Proceeds from Lease Purchase	187,000
Other Revenues	471,301
Total Estimated Revenues	12,428,932

Section 7: The following Water & Sewer Fund Fees are hereby adopted for provision of services by the city government for the fiscal year beginning July 1, 2011.

Water and Sewer Billing Department

<u>SERVICE</u>	<u>INSIDE CITY</u>	<u>OUTSIDE CITY</u>
Monthly Cost		
Water Minimum Fee	\$12.27	\$30.68
Sewer Minimum Fee	\$15.34	\$38.35
Above referenced minimum bill includes 150 cubic ft usage		
Consumption Fee- above min. for all above referenced customers		
Water-per 100 cu. ft. over 150 cu. ft.	\$2.51	\$6.28
Sewer-per 100 cu. ft. over 150 cu. ft.	\$2.51	\$6.28
Sewer Only Service (monthly)		
Residential Customer	\$18.10	\$36.19
Commercial Customer	\$25.50	\$51.00
Deposit for Service	\$110	\$140
Deposits on accounts are applied to final bill upon termination of service		
Fees:		
Return Check/Draft Fee	\$25	\$25
Partial Payment Fee	\$5	\$5
Tamper Fee- First Occurrence	\$150	\$150
Tamper Fee- Second Occurrence	\$500	\$500
Late payment charge* - tier 1	\$10	\$10
Late payment charge* - tier 2	\$20	\$20
Cleaning / Inspection connection	\$10	\$10

* Payments must be received by 5:00 pm on the due date to avoid the late payment charge. Payments "in route" are subject to the late fee as they are not yet received.

Water and Sewer Maintenance Department

<u>SERVICE</u>	<u>INSIDE CITY</u>	<u>OUTSIDE CITY</u>
Water Tap Rates		
¾" Complete Service	\$1,700	\$2,550
1" Complete Service	\$2,100	\$3,150
1 ½" Complete Service	\$3,510	\$5,265
2" Complete Service	\$3,550	\$5,325
¾" New Tap	\$850	\$1,275
1" New Tap	\$1,050	\$1,575
1 ½" New Tap	\$1,755	\$2,633
2" New Tap	\$1,775	\$2,663
¾" New Meter, Setter, Box	\$850	\$1,275
1" New Meter, Setter, Box	\$1,050	\$1,575
1 ½" New Meter, Setter, Box	\$1,755	\$2,633
2" New Meter, Setter, Box	\$1,775	\$2,663
¾" New Meter, existing svc.	\$215	\$323
1" New Meter, existing svc.	\$350	\$525
1 ½" New Meter, existing svc.	\$500	\$750
2" New Meter, existing svc.	\$650	\$975
Services not listed	Cost	Cost plus 50%
Sewer Tap Rates		
4" Complete Service	\$1,100	\$2,750
6" Complete Service	\$1,450	\$3,625
Services not listed	Cost	Cost plus 100%

Section 8: The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He/she may transfer between line item expenditures within a department without limitation and without a report being required.
- b. He/she may transfer amounts between departments, within the same fund. He/she must make an official report on such transfers in excess of \$5,000 at the next regular meeting of the Governing Board.
- c. He/she may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

Section 9: The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Governing Board.

Section 10: Copies of this Budget Ordinance shall be furnished to the City Clerk, to the Governing Board and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds. A copy will also be available at the City of Asheboro website- www.ci.asheboro.nc.us

TOTAL GROSS BUDGET	\$34,537,122
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Adopted this the 28th day of June 2011.

s/ David H. Smith
David H. Smith, Mayor

ATTEST:

s/ Holly H. Doerr
Holly H. Doerr, City Clerk

CITY OF ASHEBORO
SCHEDULE OF GENERAL FUND LONG-TERM DEBT
Fiscal Year 2011-2012

PURPOSE	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
REFUNDING 2005	3.50%	2005-06	34,251				878,746
LIBRARY PORTION	3.50%	2006-07	117,202				761,544
GENERAL OBLIGATION BOND DEBT	3.50%	2007-08	115,061				646,483
	2.90%	2008-09	113,991				532,492
Inception Date: 9/1/05 Amount: \$912,997	3.50%	2009-10	111,315				421,177
	3.50%	2010-11	109,174				312,003
	3.50%	2011-12		107,569	10,920	118,489	204,434
	3.50%	2012-13		104,893	7,155	112,048	99,541
	3.50%	2013-14		92,049	3,484	95,533	7,492
	3.50%	2014-15		7,492	262	7,755	(0)
TOTAL			600,994	312,003	21,821	333,824	
INSTALLMENT	5.57%	2000-01	9,263				840,737
PURCHASE		2001-02	37,705				803,032
RECYCLING		2002-03	39,879				763,153
TRANSFER		2003-04	42,063				721,090
STATION		2004-05	44,606				676,484
		2005-06	47,179				629,305
Inception Date: 3/27/01 Amount: \$850,000		2006-07	49,900				579,405
		2007-08	52,692				526,713
		2008-09	55,818				470,895
		2009-10	59,037				411,858
		2010-11	62,443				349,415
		2011-12		65,995	18,402	84,397	283,420
		2012-13		69,851	14,545	84,396	213,569
		2013-14		73,880	10,516	84,396	139,689
		2014-15		78,142	6,255	84,397	61,547
		2015-16		61,547	1,751	63,298	-
TOTAL			500,585	349,415	51,469	400,884	
INSTALLMENT	3.34%	2010-2011	25,740				797,095
PURCHASE		2011-2012		157,479	24,227	181,706	639,616
VEHICLES & EQUIPMENT		2012-2013		162,820	18,886	181,706	476,796
(POLICE(30%), OPERATIONS (3%),		2013-2014		168,342	13,363	181,706	308,454
ENVIRONMENTAL SERVICE (59%), FACILITIES MAINT.(8%)		2014-2015		174,052	7,654	181,706	134,402
Inception Date: 4/27/2011 Amount: \$822,835		2015-2016		134,402	1,877	136,279	-
TOTAL			25,740	797,095	66,007	863,102	
TOTAL GENERAL FUND LONG-TERM DEBT			5,274,899	1,458,513	139,298	1,597,810	

CITY OF ASHEBORO
SCHEDULE OF GENERAL FUND LONG-TERM DEBT
Fiscal Year 2011-2012
(Continued)

PURPOSE	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
SUMMARY OF MATURITIES							
ON CURRENT OBLIGATIONS		1995-96	33,187				2,966,813
BY FISCAL YEAR		1996-97	119,266				2,847,547
		1997-98	123,008				2,724,539
		1998-99	227,933				3,466,433
		1999-00	287,069				3,534,364
		2000-01	315,549				4,068,815
		2001-02	381,583				3,687,232
		2002-03	468,396				3,457,881
		2003-04	542,075				3,317,335
		2004-05	613,418				2,703,917
		2005-06	444,910				2,328,236
		2006-07	517,921				2,461,262
		2007-08	508,356				1,952,906
		2008-09	487,833				1,465,073
		2009-10	851,690				1,014,912
		2010-11	88,183				1,458,512
		2011-12		331,043	53,549	384,592	1,127,470
		2012-13		337,564	40,586	378,150	789,906
		2013-14		334,271	27,363	361,635	455,635
		2014-15		259,686	14,171	273,857	195,949
		2015-16		195,949	3,628	199,577	(0)
TOTAL GENERAL FUND LONG-TERM DEBT			6,010,377	1,458,513	139,298	1,597,810	(0)

CITY OF ASHEBORO
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT
Fiscal Year 2011-2012

PURPOSE	INTEREST RATE	MATURITIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
							7,617,003
REFUNDING 2005	3.50%	2005-06	285,749				7,331,254
GENERAL OBLIGATION BOND DEBT (SANITARY SEWER PORTION)	3.50%	2006-07	977,798				6,353,456
	3.50%	2007-08	959,939				5,393,517
	2.90%	2008-09	951,009				4,442,508
Inception Date 9/1/05	3.50%	2009-10	928,685				3,513,823
Amount \$7,617,003	3.50%	2010-11	910,826				2,602,997
	3.50%	2011-12		897,431	91,105	988,536	1,705,566
	3.50%	2012-13		875,107	59,695	934,802	830,459
	3.50%	2013-14		767,951	29,066	797,017	62,508
	3.50%	2014-15		62,508	2,188	64,695	(0)
TOTAL BONDED DEBT							
WATER AND SEWER FUND			5,014,006	2,602,997	182,054	2,785,051	
SANITARY SEWER	5.30%	1995-97					5,000,000
STATE BOND	5.30%	1997-98	250,000				4,750,000
LOAN PROGRAM	5.30%	1998-99	250,000				4,500,000
E-SBF-T-95-00018	5.30%	1999-00	250,000				4,250,000
	5.30%	2000-01	250,000				4,000,000
Inception Date 12/1/1995	5.30%	2001-02	250,000				3,750,000
Amount \$5,000,000	5.30%	2002-03	250,000				3,500,000
	3.43%	2003-04	250,000				3,250,000
	3.43%	2004-05	250,000				3,000,000
	3.43%	2005-06	250,000				2,750,000
	3.43%	2006-07	250,000				2,500,000
	3.43%	2007-08	250,000				2,250,000
	3.43%	2008-09	250,000				2,000,000
	3.43%	2009-10	250,000				1,750,000
	3.43%	2010-11	250,000				1,500,000
	3.43%	2011-12		250,000	51,450	301,450	1,250,000
	3.43%	2012-13		250,000	42,875	292,875	1,000,000
	3.43%	2013-14		250,000	34,300	284,300	750,000
	3.43%	2014-15		250,000	25,725	275,725	500,000
	3.43%	2015-16		250,000	17,150	267,150	250,000
	3.43%	2016-17		250,000	8,575	258,575	-
TOTAL			3,500,000	1,500,000	180,075	1,680,075	

CITY OF ASHEBORO
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT
Fiscal Year 2011-2012
(Continued)

PURPOSE	INTEREST RATE	MATURTIES BY YEAR	PRINCIPAL RETIRED	PRINCIPAL DUE	INTEREST DUE	TOTAL PAYMENT	OUTSTANDING PRINCIPAL
							2,462,986
STATE REVOLVING LOAN PROGRAM	2.66%	2005-2006	123,149				2,339,837
		2006-2007	123,149				2,216,687
SEWER PROJECT		2007-2008	123,149				2,093,538
PROJ #CS370403-04		2008-2009	123,149				1,970,389
STATE PROJ #E-SRF-T-02-0126		2009-2010	123,149				1,847,240
		2010-2011	123,149				1,724,090
Inception Date 3/4/2005		2011-2012		123,149	39,068	162,217	1,600,941
Amount \$2,462,986		2012-2013		123,149	36,277	159,427	1,477,792
		2013-2014		123,149	33,487	156,636	1,354,642
		2014-2015		123,149	30,696	153,846	1,231,493
		2015-2016		123,149	27,906	151,055	1,108,344
		2016-2017		123,149	25,115	148,264	985,194
		2017-2018		123,149	22,325	145,474	862,045
		2018-2019		123,149	19,534	142,683	738,896
		2019-2020		123,149	16,743	139,893	615,747
		2020-2021		123,149	13,953	137,102	492,597
		2021-2022		123,149	11,162	134,312	369,448
		2022-2023		123,149	8,372	131,521	246,299
		2023-2024		123,149	5,581	128,730	123,149
		2024-2025		123,149	2,791	125,940	(0)
TOTAL				1,724,090	293,009	2,017,099	
STATE REVOLVING LOAN PROGRAM	2.66%	2005-2006					4,987,267
		2006-2007					4,987,267
WATER PROJECT		2007-2008					4,987,267
STATE PROJ# H-LRX-F-02-0911		2008-2009					4,987,267
STATE PROJ# H-LRX-F-99-0911		2009-2010	249,363				4,737,904
STATE PROJ# H-LRX-R-DW-0911		2010-2011	249,363				4,488,540
		2011-2012		249,363	119,395	368,759	4,239,177
		2012-2013		249,363	112,762	362,125	3,989,814
		2013-2014		249,363	106,129	355,492	3,740,450
		2014-2015		249,363	99,496	348,859	3,491,087
		2015-2016		249,363	92,863	342,226	3,241,724
		2016-2017		249,363	86,230	335,593	2,992,360
		2017-2018		249,363	79,597	328,960	2,742,997
		2018-2019		249,363	72,964	322,327	2,493,634
		2019-2020		249,363	66,331	315,694	2,244,270
		2020-2021		249,363	59,698	309,061	1,994,907
		2021-2022		249,363	53,065	302,428	1,745,543
		2022-2023		249,363	46,431	295,795	1,496,180
		2023-2024		249,363	39,798	289,162	1,246,817
		2024-2025		249,363	33,165	282,529	997,453
		2025-2026		249,363	26,532	275,896	748,090
		2026-2027		249,363	19,899	269,263	498,727
		2027-2028		249,363	13,266	262,629	249,363
		2028-2029		249,363	6,633	255,996	-
TOTAL				4,488,540	1,134,254	5,622,794	

CITY OF ASHEBORO
SCHEDULE OF WATER AND SEWER FUND LONG TERM DEBT
Fiscal Year 2011-2012
(Continued)

PURPOSE	INTEREST	MATURITIES	PRINCIPAL	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
	RATE	BY YEAR	RETIRED	DUE	DUE	PAYMENT	PRINCIPAL
SUMMARY OF MATURITIES		1995-97	-	-	-	-	5,000,000
BY FISCAL YEAR		1997-98	250,000	-	-	-	4,750,000
		1998-99	260,963	-	-	-	4,645,437
		1999-00	274,191	-	-	-	4,441,246
		2000-01	276,816	-	-	-	4,164,430
		2001-02	278,107	-	-	-	3,886,323
		2002-03	279,461	-	-	-	3,606,862
		2003-04	280,880	-	-	-	3,325,982
		2004-05	282,367	-	-	-	3,043,615
		2005-06	692,825	-	-	-	12,430,779
		2006-07	1,360,636	-	-	-	16,057,410
		2007-08	1,333,088	-	-	-	14,724,322
		2008-09	1,324,159	-	-	-	13,400,163
		2009-10	1,551,198	-	-	-	11,848,966
		2010-11	1,533,338	-	-	-	10,315,627
		2011-12	-	1,519,944	301,018	1,820,962	8,795,684
		2012-13	-	1,497,620	251,609	1,749,229	7,298,064
		2013-14	-	1,390,464	202,982	1,593,446	5,907,600
		2014-15	-	685,020	158,105	843,125	5,222,580
		2015-16	-	622,513	137,919	760,431	4,600,067
		2016-17	-	622,513	119,920	742,433	3,977,555
		2017-18	-	372,513	101,921	474,434	3,605,042
		2018-19	-	372,513	92,498	465,010	3,232,529
		2019-20	-	372,513	83,074	455,587	2,860,017
		2020-21	-	372,513	73,650	446,163	2,487,504
		2021-22	-	372,513	64,227	436,739	2,114,991
		2022-23	-	372,513	54,803	427,316	1,742,479
		2023-24	-	372,513	45,380	417,892	1,369,966
		2024-25	-	372,513	35,956	408,469	997,453
		2025-26	-	249,363	26,532	275,896	748,090
		2026-27	-	249,363	19,899	269,263	498,727
		2027-28	-	249,363	13,266	262,629	249,363
TOTAL DEBT		2028-29	-	249,363	6,633	255,996	-
WATER AND							
SEWER FUND			9,978,029	10,315,628	1,789,392	12,105,019	



GENERAL FUND

**CITY OF ASHEBORO ANNUAL BUDGET
GENERAL FUND REVENUES
FY 2011-2012**

Code: 10

ACCOUNT	Number	FY 11-12		
		Manager Recommended 5/5/11	Manager Recommended 6/9/2011	Council Approved 6/28/11
AD VALOREM TAXES CURRENT YEAR	301-X00X			
AD VALOREM TAXES CURRENT YEAR - VEHICLES	301-2010	670,000	670,000	670,000
AD VALOREM LEINS CURRENT YEAR	302-2010	11,000,000	11,000,000	11,000,000
AD VALOREM TAXES PRIOR YEAR	304-0000	107,000	107,000	107,000
AD VALOREM TAXES PRIOR YEAR - VEHICLES	305-0000	95,000	95,000	95,000
ANIMAL TAXES AND FEES	314-0000	775	775	775
TAX PENALTIES AND INTEREST	317-0000	56,000	56,000	56,000
PENALTIES AND INTEREST - VEHICLES	317-0200	14,000	14,000	14,000
ABC BOARD REVENUE	320-0000	180,000	180,000	180,000
PRIVEGE LICENSES	325-0000	315,000	315,000	315,000
TAXI CAB PERMITS	325-0100	12	12	12
CABLE FRANCHISES	325-0200	205,000	205,000	205,000
REZONING AND CEMETARY FEES	326-0000	24,000	24,000	24,000
INTEREST EARNED ON INVESTMENTS	329-0000	35,000	35,000	35,000
CONCESSIONS & MERCHANDISE	331-0000	900	900	900
CONCESSIONS & MERCHANDISE - GOLF	331-0001	11,000	11,000	11,000
CONCESSIONS & MERCHANDISE - LAKE	331-0002	12,000	12,000	12,000
CONCESSIONS & MERCHANDISE - PARKS	331-0003	9,800	9,800	9,800
CONCESSIONS & MERCHANDISE - ATHLETIC	331-0004	21,000	21,000	21,000
CONCESSIONS & MERCHANDISE - RECREATION	331-0005	350	350	350
CONCESSIONS & MERCHANDISE-SUNSET THEATER	331-0006	7,300	7,300	7,300
CONCESSIONS & MERCHANDISE - POOLS	331-0008	9,000	9,000	9,000
RENTS	331-0100	5,348	5,348	5,348
AIRPORT REVENUE	331-0200	8,200	8,200	8,200
MISCELLANEOUS REVENUE - VARIOUS	335-0100	53,456	53,456	53,456
PAYMENT IN LIEU OF TAXES	335-0200	10,000	10,000	10,000
REDEVELOPMENT DEPOSITS	335-0300	700	700	700
LOCAL FIRE PROTECTION - STATE	335-0400	883	883	883
PERSONAL USE OF CITY VEHICLES	335-0600	7,100	7,100	7,100
CONTRACTED MAINTENANCE - NCDOT	335-0900	21,000	21,000	21,000
CONCERT SERIES SPONSORSHIPS	335-1300	13,750	13,750	13,750
RENTAL/VEHICLES - LOCAL TAX	336-0000	22,000	22,000	22,000
UTILITIES FRANCHISE TAX - STATE	337-0000	2,097,803	2,097,803	2,097,803
POWELL BILL ALLOCATION - STATE	343-0000	681,023	681,023	681,023
1% LOCAL SALES TAX - STATE-ART 39	345-0000	1,288,649	1,288,649	1,288,649
1/2% LOCAL SALES TAX - STATE-ART 40	346-0000	980,063	980,063	980,063
STATE HOLD HARMLESS FUND	346-0200	237,000	237,000	237,000
1/2% LOCAL SALES TAX - ARTICLE 42	346-0300	700,000	700,000	700,000
CITY HOLD HARMLESS	346-0400	1,000,000	1,000,000	1,000,000
SOLID WASTE DISPOSAL TAX	347-0000	17,000	17,000	17,000
BEER & WINE TAX	348-0000	72,000	72,000	72,000
GRANTS	349-0300	20,995	20,995	20,995
GRANTS-SAFR	349-0301	90,000	90,000	90,000
COURT COST, FEES AND CHARGES	351-0000	24,000	24,000	24,000
PARKING VIOLATION PENALTIES	352-0000	350	350	350
BUILDING PERMITS	355-0000	60,000	60,000	60,000
CERTIFICATE OF OCCUPANCY	356-0000	300	300	300

CITY OF ASHEBORO ANNUAL BUDGET
GENERAL FUND REVENUES
FY 2011-2012
(Continued)

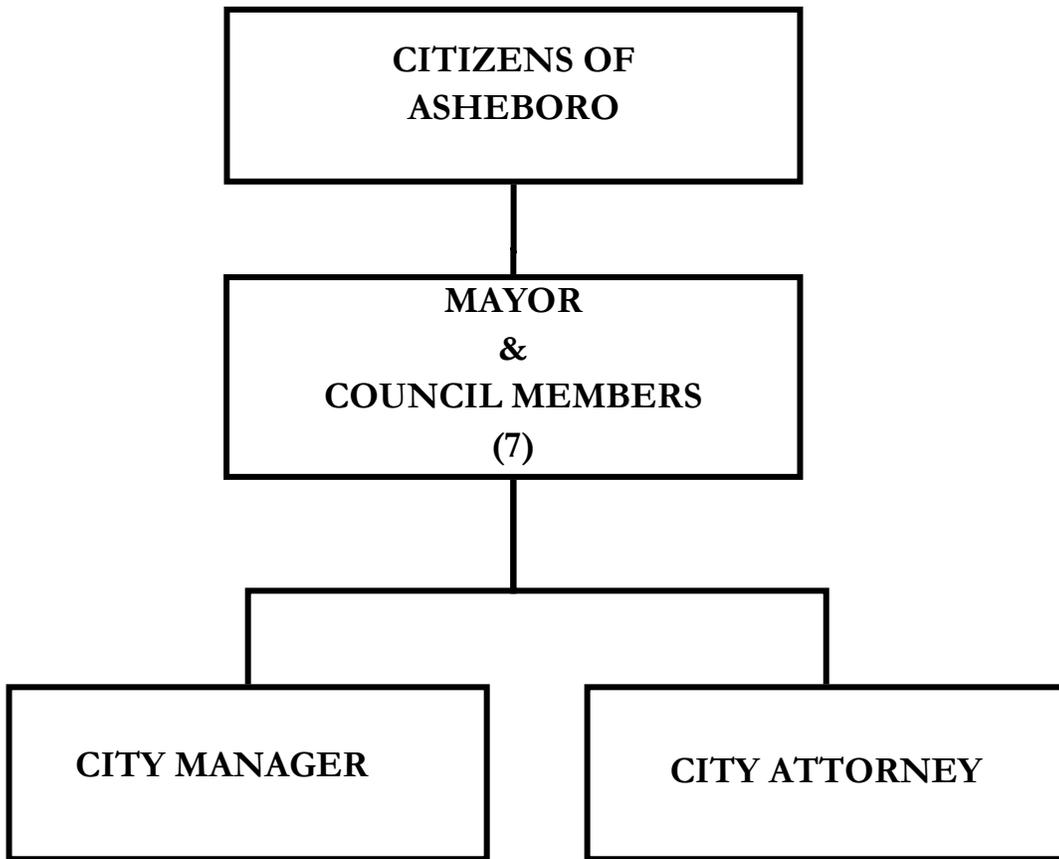
Code: 10

ACCOUNT	Number	FY 11-12		
		Manager Recommended 5/5/11	Manager Recommended 6/9/2011	Council Approved 6/28/11
INSPECTION FEES	357-0000	30,000	30,000	30,000
CHARGES FOR SERVICES - REFUSE COLL.	358-0000	965,000	965,000	965,000
RECYCLING REVENUES	358-0200	15,800	15,800	15,800
SALE OF CEMETERY LOTS	361-0000	1,000	1,000	1,000
GOLF COURSE FEES - TWILIGHT PROGRAM	365-0000	800	800	800
GOLF COURSE GREEN FEES	365-0100	61,000	61,000	61,000
GOLF COURSE ELECTRIC CART FEES	365-0200	61,000	61,000	61,000
GOLF COURSE ANNUAL DUES	365-0300	32,623	32,623	32,623
SWIMMING POOL FEES AND LESSONS	365-0400	55,000	55,000	55,000
TENNIS COURT RECEIPTS	365-0500	1,000	1,000	1,000
FISHING LAKES - PERMITS	365-0600	31,018	31,018	31,018
ATHLETIC PROGRAMS	365-0700	33,652	33,652	33,652
OTHER RECREATION PROGRAMS	365-0800	12,180	12,180	12,180
OTHER GOLF PROGRAMS	365-0900	1,177	1,177	1,177
PARK/ SHELTER RESERVATIONS	365-1100	4,438	4,438	4,438
SUNSET THEATER REVENUE	365-1200	19,212	19,212	19,212
SKATE PARK REVENUE	365-1300	2,032	2,032	2,032
FARMER'S MARKET REVENUE	365-1400	3,073	3,073	3,073
SALE OF MATERIEALS - SERVICES	381-0000	1,000	1,000	1,000
PROCEEDS (LEASE PURCHASE FINANCE)- leaf truck	385-0100	140,000	140,000	140,000
CONTRIBUTION - TENNIS FOUNDATION (OCT 2010)	393-0000	20,000	20,000	20,000
REIMB. ASHEBORO CITY SCHOOLS	397-2100	208,000	208,000	208,000
GENERAL FD. REV. EST.		21,883,762	21,883,762	21,883,762
FUND BALANCE ALLOCATION		224,428	224,428	224,428
TOTAL GENERAL FUND REVENUE		22,108,190	22,108,190	22,108,190

**CITY OF ASHEBORO
GENERAL FUND EXPENDITURE SUMMARY
FY 2011-2012**

ACCT	DEPARTMENT OR FUNCTION	Department Requested	Manager Recommended 5/5/2011	Manager Recommended 6/9/2011	Council Approved 6/28/2011
410	MAYOR AND GOVERNING BODY	139,066	125,066	125,066	125,066
420	CITY MANAGER'S OFFICE	174,787	175,554	175,554	175,554
440	FINANCE OFFICE	469,060	409,215	409,215	409,215
450	LEGAL & CITY CLERK	144,168	149,319	149,319	149,319
480	INFORMATION TECHNOLOGY	172,095	157,136	157,136	157,136
490	PLANNING/ COMMUNITY DEVELOPMENT	534,590	481,790	481,790	481,790
495	MARKETING & COMMUNICATIONS	115,598	85,298	85,298	85,298
500	MUNICIPAL BUILDING	101,100	90,080	90,080	90,080
510	POLICE	6,766,932	6,201,106	6,201,106	6,201,106
530	FIRE	4,349,489	3,538,008	3,538,008	3,538,008
540	BUILDING INSPECTIONS	226,467	223,025	223,025	223,025
545	FIRE INSPECTIONS	241,551	230,251	230,251	230,251
550	OPERATIONS	872,283	691,609	691,609	691,609
555	FLEET MAINTENANCE	1,046,562	762,003	762,003	762,003
565	STREET MAINTENANCE	2,669,525	2,393,570	2,393,570	2,393,570
575	CITY ENGINEER OFFICE	238,498	222,348	222,348	222,348
580	ENVIRONMENTAL SERVICES	2,597,283	2,294,520	2,294,520	2,294,520
585	RECYCLING TRANSFER STATION	232,470	195,695	195,695	195,695
590	HUMAN RESOURCES	441,947	371,617	371,617	371,617
610	COMMUNITY PROMOTION	810,050	-	-	-
615	ARTS & CULTURAL SERVICES	279,619	270,119	270,119	270,119
620	RECREATION SERVICES	967,333	934,383	934,383	934,383
625	MUNICIPAL GOLF COURSE	241,042	175,942	175,942	175,942
630	LIBRARY	242,500	232,500	232,500	232,500
640	FACILITIES MAINTENANCE	1,779,838	1,617,586	1,617,586	1,617,586
650	AIRPORT AUTHORITY	81,450	80,450	80,450	80,450
	GENERAL FUND TOTAL	25,935,303	22,108,190	22,108,190	22,108,190

CITY OF ASHEBORO
MAYOR & GOVERNING BODY
ORGANIZATIONAL CHART



MAYOR & GOVERNING BODY

GENERAL INFORMATION

The City Council is the legislative and policy making body of the city. It is composed of a Mayor and seven council members elected at large. The Mayor presides at meetings and serves as the ceremonial head of government. The City Council meets in regular session the first Tuesday following the first Monday of the month at 7:00 P.M. The Council also sits for special meetings as is needed.

The mission of the Asheboro City Council is: "To provide the citizens of Asheboro with excellence in leadership, fiscal management and municipal services and to create meaningful and appropriate opportunities for citizen participation to improve the quality of life for all."

OBJECTIVES

At each of our past Planning Retreats, the City Council has conducted a careful study and review of the existing goals and objectives for the City of Asheboro and discussed events and matters affecting the city which may be undertaken during future fiscal years.

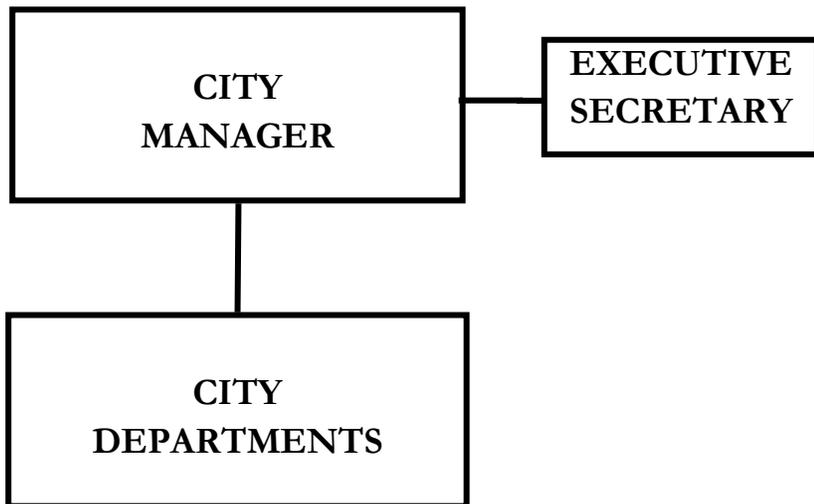
In the 2005-2006 fiscal year, the City Council began participating in a community wide Strategic Planning Process to gather insight from others in the community and to carefully re-identify where their focus needs to be going forward. The Strategic Plan Steering Committee established the vision of Asheboro - "Asheboro will be a model community in North Carolina as a place to live, work, and play." This vision guided the Steering Committee and task forces in their 18 month study and analysis.

The strategic planning process culminated in March 2007 with the production of the Asheboro 20/20 strategic plan report. Contained in this report were a series of goals and strategies that now guide and help provide focus to the City Council as they make decisions for the future. The four areas of focus for these goals and strategies are (1) Economic Development, (2) Growth, Annexation and Infrastructure, (3) Quality of Life and (4) North Carolina Zoo.

CITY OF ASHEBORO

CITY MANAGER

ORGANIZATIONAL CHART



CITY MANAGER

GENERAL INFORMATION

The City Manager is the chief administrative officer of the City of Asheboro and is responsible for the general management of all municipal operations. The City Manager is directly responsible and accountable to the Mayor and City Council and administers the policies and goals of the City Council. He also is responsible for informing the City Council of all issues involving the City. The Manager is the budget officer for the City and is responsible for the preparation and implementation of the Annual Operating Budget.

OBJECTIVES

To provide effective administrative leadership and management skills to all levels of the city government.

To keep the City Council fully informed in order to facilitate the policy making decisions necessary for an effective proactive municipal government.

To provide all the citizens of Asheboro with the highest level of municipal services that can be afforded under the operating budget.

To promote effective communication within the organization.

To develop an annual balanced budget which serves as the financial plan for the city.

To evaluate past accomplishments and strategically plan for future needs of service delivery, capital requirements, and demographic demands of the city.

**CITY MANAGER'S OFFICE
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

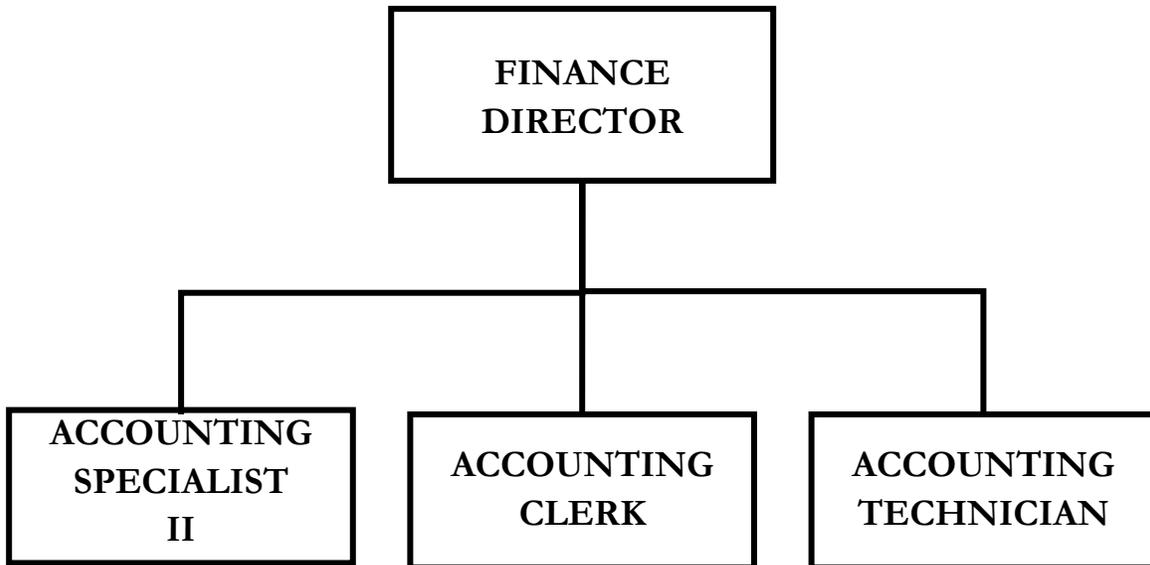
Code: 10-420

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-420-0200	110,003	110,003	110,003	110,003
N C MUNICIPAL LEAGUE FEE	10-420-0500	15,550	16,317	16,317	16,317
FRINGE BENEFITS	10-420-0700	22,085	22,085	22,085	22,085
TELEPHONE: NEXTEL	10-420-1100	1,044	1,044	1,044	1,044
TRVL, SCH, CONFERENCES	10-420-1400	3,500	3,500	3,500	3,500
OFFICE SUPPL - PRINTING	10-420-3300	2,167	2,167	2,167	2,167
AWARDS/ RECOGNITIONS	10-420-4000	700	700	700	700
SCHOOL OF GOVT (UNC)	10-420-4900	2,558	2,558	2,558	2,558
DUES AND SUBSCRIPTIONS	10-420-5300	1,100	1,100	1,100	1,100
INSURANCE	10-420-5400	720	720	720	720
MISC EXPENSE	10-420-5700	500	500	500	500
WORKERS COMP	10-420-5800	460	460	460	460
COG DUES	10-420-5900	14,400	14,400	14,400	14,400
TOTALS		174,787	175,554	175,554	175,554

CITY OF ASHEBORO

FINANCE

ORGANIZATIONAL CHART



FINANCE

GENERAL INFORMATION

The Finance Department is responsible for managing all of the financial affairs of the City and supports the other departments through accounting services and financial reporting. The Finance Department operates under the direction of the Finance Officer.

Activities performed by the Finance Department include accounting, debt administration, data processing, and cash management. The accounting function involves payment of the City's bills and maintenance of the general ledger for all funds and subsidiary ledgers for receivables, payroll, payables and fixed assets. Cash management includes maximizing invested funds while insuring a ready cash reserve for payment of current obligations.

In addition to preparing monthly internal financial statements, the Finance Department is also responsible for assisting with the annual independent audit and preparation of the Comprehensive Annual Financial Report, which reflects the financial position of the City at year end.

OBJECTIVES

The objective of the Finance Department is to perform accurately and efficiently each of the following financial functions: administration of debt; data processing; cash management; internal auditing; accounting; financial reporting; payroll processing, devising internal controls to insure proper expenditures of City funds and collection of revenues, and assistance in budget preparation.

Specific goals are the following:

To ensure that the City's financial operations are being performed as efficiently as possible while providing for maximum internal controls and proper stewardship of assets. The establishment of an accounting operations manual will be one end result.

To maximize yield on invested funds in an environment where revenue sources are threatened and interest rates are very low. Safety of invested funds is of prime importance.

To ensure that the current system of internal accounting controls is adequate, that controls are being performed as intended and that the financial statements generated provide reliable and accurate data.

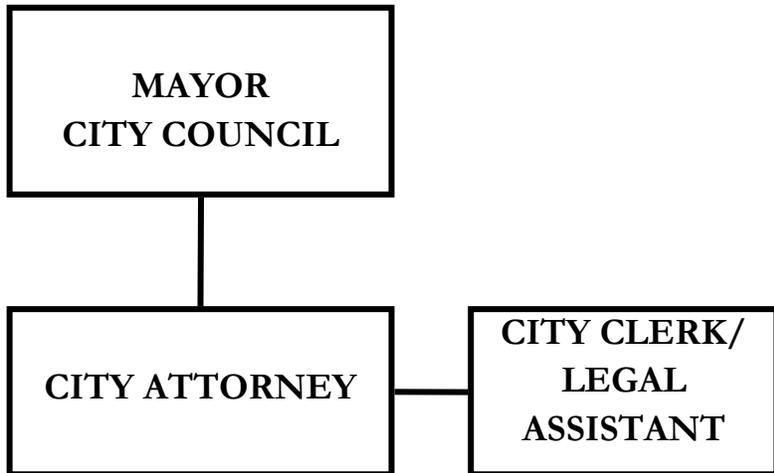
To improve the financial accounting system to enable the City to be in compliance with the most recent accounting standards and regulations.

**FINANCE DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-440

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-440-0200	137,004	84,224	84,224	84,224
PROF SVCS- AUDIT	10-440-0400	32,500	32,500	32,500	32,500
PROF SVCS- SEGAL	10-440-0401	11,000	11,000	11,000	11,000
FRINGE BENEFITS	10-440-0700	28,456	21,391	21,391	21,391
TRVL, SCH, CONFERENCES	10-440-1400	1,500	1,500	1,500	1,500
MAINT& REPAIR-EQ	10-440-1600	2,400	2,400	2,400	2,400
COMPUTER PROG	10-440-2000	500	500	500	500
OFFICE SUPPL- PRINTING	10-440-3300	11,800	11,800	11,800	11,800
COMPUTER EQ & SUPPL	10-440-3400	500	500	500	500
CONTRACTED SVCS	10-440-4400	5,000	5,000	5,000	5,000
TAX COLL FEE-RAND CTY	10-440-5000	150,000	150,000	150,000	150,000
TAX COLL FEE-VEH CY	10-440-5100	9,000	9,000	9,000	9,000
TAX COLL FEE-VEH PY	10-440-5101	1,500	1,500	1,500	1,500
TAX MGMT ASSOC FEE	10-440-5102	35,000	35,000	35,000	35,000
DUES & SUBSCRIPTIONS	10-440-5300	1,100	1,100	1,100	1,100
SOFTWARE SUBSC/ MAINT.	10-440-5301	7,500	7,500	7,500	7,500
EMPLOYEE BONDS	10-440-5400	1,700	1,700	1,700	1,700
TAX REFUNDS	10-440-5500	30,000	30,000	30,000	30,000
MISC EXPENSE	10-440-5700	1,500	1,500	1,500	1,500
WORKERS COMP	10-440-5800	600	600	600	600
SMALL EQUIPMENT	10-440-6000	500	500	500	500
CAPITAL OUTLAY: EQ	10-440-7400				
TOTALS		469,060	409,215	409,215	409,215

CITY OF ASHEBORO
LEGAL & CITY CLERK DEPARTMENT
ORGANIZATIONAL CHART



LEGAL & CITY CLERK

LEGAL GENERAL INFORMATION

The City Attorney and a Legal Assistant staff the Legal Services Department for the City of Asheboro. The City Attorney serves at the pleasure of the City Council and is a full-time employee of the City. The City Attorney provides legal representation for the City of Asheboro and any other clients specifically designated by the Asheboro City Council.

OBJECTIVES

The objective of the City Attorney is to fulfill his duties to the City of Asheboro by providing legal services that are both cost effective and of the highest quality. By way of illustration and not limitation, the services that will be rendered in order to fulfill this objective are as follows:

- As appropriate, the prosecution and defense of suits for / against the City.
- The provision of legal advice to the Mayor, City Council, City Manager, and other city officials with respect to the affairs of the City.
- Upon request, the drafting of legal documents and instruments impacting the mission and operations of the City of Asheboro.
- Upon request, the drafting and/or review of proposed ordinances.
- Upon request, the review of agreements, contracts, franchises, and other instruments with which the City may be concerned.
- The City Attorney will attend all meetings of the City Council.
- The performance of such other duties as may be expected of the City Attorney by virtue of his position as City Attorney.

CITY CLERK GENERAL INFORMATION

It is the duty of the City Clerk to give notice of all meetings of the Council, keep a journal of the proceedings of the Council, be the custodian of all city records, and perform any other duties that are required by statutes or the Council.

OBJECTIVES

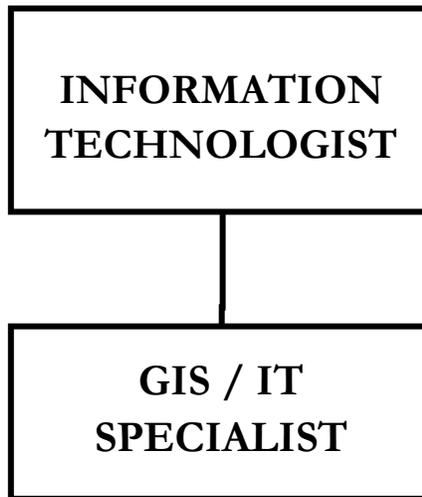
- To provide effective administrative leadership and management skills to all levels of the city government.
- To keep the City Council fully informed in order to facilitate the policy making decisions necessary for an effective proactive municipal government.
- To provide all the citizens of Asheboro with the highest level of municipal services that can be afforded under the operating budget.
- To promote effective communication within the organization.
- To maintain and update Code of Ordinances.
- To provide records management services, including storage and retrieval of city records.

**LEGAL & CITY CLERK
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-450

Object of Expenditure	Number	Department Requested	FY 11-12		
			Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-450-0200	97,411	102,000	102,000	102,000
PROFESSIONAL SERVICES	10-450-0400	650	650	650	650
FRINGE BENEFITS	10-450-0700	23,257	23,819	23,819	23,819
TELEPHONE, PAGER	10-450-1100	750	750	750	750
TRAVEL, SCHOOLS, CONFERENCES	10-450-1400	5,500	5,500	5,500	5,500
OFFICE SUPPLIES - PRINTING	10-450-3300	1,000	1,000	1,000	1,000
POSTAGE - PRIVILEGE LICENSE	10-450-3301	1,500	1,500	1,500	1,500
LAW LIBRARY	10-450-3400	8,200	8,200	8,200	8,200
CITY CODE	10-450-3500	3,000	3,000	3,000	3,000
PROFESSIONAL ASSOCIATION DUES	10-450-5300	1,000	1,000	1,000	1,000
INSURANCE	10-450-5400	1,000	1,000	1,000	1,000
MISCELLANEOUS EXPENSE	10-450-5700	500	500	500	500
WORKERS COMP	10-450-5800	400	400	400	400
TOTALS		144,168	149,319	149,319	149,319

CITY OF ASHEBORO
INFORMATION TECHNOLOGY
ORGANIZATIONAL CHART



INFORMATION TECHNOLOGY

GENERAL INFORMATION

The Information Technology department manages computer and technology resources within the City, ensuring that those resources are available and secure for use. The department is responsible for network security, which includes restricting access to certain websites, maintaining virus and spyware protection, and employing other high tech security measures to safeguard the City's information. This department reviews and evaluates new technologies as they emerge and recommend any desirable hardware and software upgrades for the City. It also interacts with other departments as they plan to budget for technology purchases. The department oversees the planning and implementation of additions, deletions, and major modifications to the City's network infrastructure. It manages the City's telephone system as well as 130 cell phones and 42 smart cell phones. The department oversees and administers the maintenance of 13 servers, over 200 computer work stations, and the software required to use them and oversees system backups, archiving, and disaster recovery practices.

The Information Technology GIS Department deploys a working Geospatial Information System (GIS) to the City and to the public. A GIS is any system that captures, stores, analyzes, manages, and presents data that are linked to locations(s). The City uses this to provide location information on water/sewer utilities, street centerline data, structure addressing data and all other data related to property. GIS is also used as a platform for the creation of new data for short and/or long term use. For City use, GIS is used for producing maps specific to field related jobs or for field analysis. Each department within the City has access to a web based GIS service (ConnectGIS) for the creation of maps for specific projects or a general overview of what data is available.

OBJECTIVES

Provides leadership for short and long range planning for all technology initiatives.

Facilitates planning and implementation of telecommunication devices, along with local and wide area networks.

Maintains servers that control email and internet connectivity for City of Asheboro employees.

Ensures the maintenance of all computers and software.

Plans and implements staff development to assist in using new software applications.

Works with department heads to incorporate technology by identifying strategies and materials as needed.

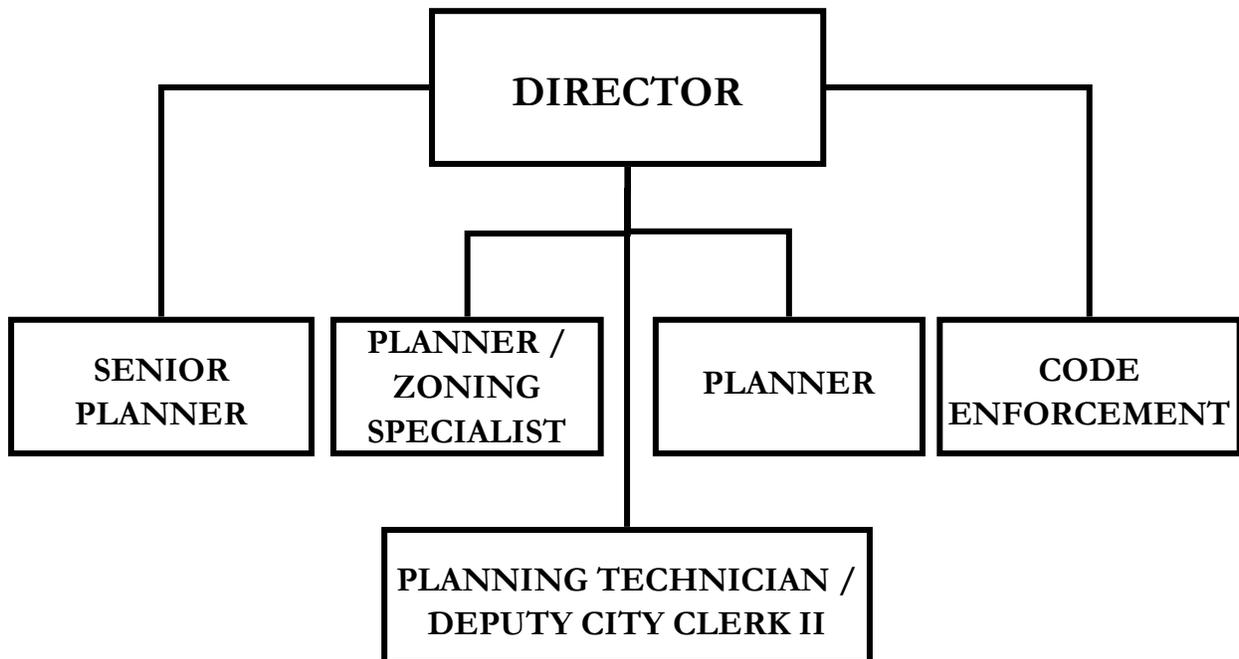
Assists end users in resolving technology oriented problems.

**INFORMATION TECHNOLOGY
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-480

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-480-0200	59,288	59,288	59,288	59,288
FRINGE BENEFITS	10-480-0700	19,218	19,218	19,218	19,218
TELEPHONE PAGERS RADIOS	10-480-1100	6,000	6,000	6,000	6,000
INTERNET SERVICE	10-480-1101	11,000	11,000	11,000	11,000
TRVL, SCH, CONFERENCES	10-480-1400	800	800	800	800
OFFICE SUPPLIES	10-480-3300	150	150	150	150
OTHER SUPPLIES	10-480-3400	4,000	4,000	4,000	4,000
SOFTWARE / NETWORK SUPPORT	10-480-3500	30,500	30,500	30,500	30,500
UNIFORMS	10-480-3600	800	800	800	800
CONTR SERVICES	10-480-4500	20,000	20,000	20,000	20,000
CONTR SERV-T1 LINE TO R CTY	10-480-4501	2,500	2,500	2,500	2,500
INSURANCE	10-480-5400	730	730	730	730
WORKERS COMP	10-480-5800	1,309	1,150	1,150	1,150
SMALL EQUIPMENT	10-480-6000	1,000	1,000	1,000	1,000
CAPITAL OUTLAY	10-480-7400	14,800			
TOTALS		172,095	157,136	157,136	157,136

CITY OF ASHEBORO
PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT
ORGANIZATIONAL CHART



PLANNING / COMMUNITY DEVELOPMENT

GENERAL INFORMATION

The primary functions, duties and responsibilities of the Planning / Community Development Department are as follows:

1. Land Development Plan
2. Zoning Ordinance
3. Thoroughfare Plan
4. Annexation studies
5. Subdivision Ordinance
6. Zoning permits
7. Assistance to the Bureau of Census
8. Soil Erosion and Sediment Control Ordinance
9. Flood regulations
10. Zoning hearings
11. Subdivision review & approvals
12. Site plan review & approval
13. Consultation with developers before development
14. Federal and State grant applications
15. Administration of Federal and State grants
16. Code enforcement
17. Neighborhood analysis
18. BOA hearings
19. Energy advisory
20. CBD revitalization
21. Staff to the Planning Board/Board of Adjustment
22. Staff to the Redevelopment Commission
23. Staff to the Energy Advisory Committee
24. Family Self Sufficient Advisory Committee
25. Administration of Combined Housing Opportunities Program Consortium
26. Assistance to Non Profit Housing Development Organizations
27. Promotion & Marketing the City of Asheboro

OBJECTIVES

The work objectives of the Planning / Community Development Department are directly related to all levels of planning; in particular, the day to day rudiments such as zoning, subdivision and grant administration, and long range planning such as comprehensive development plans and thoroughfare plans. Specifically, the Department will pursue a program that will promote a team approach to provide citizen services and support to Management and Council in implementation of specific goals and objectives. To this end, the following items are targeted for our objectives:

- Finish update of the Land Development Plan Map.
- Continue selective updating of the Zoning Ordinance.
- Continue the updating of the Subdivision Ordinance.
- Review other development regulations / codes and policies.
- Prepare applications for appropriate federal and state grants.
- Continue work on downtown revitalization.
- Continue comprehensive strategic planning program.
- Emphasize code enforcement activities.
- Promote and market the City of Asheboro locally and globally.

**PLANNING & COMMUNITY DEVELOPMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-490

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-490-0200	319,114	319,114	319,114	319,114
SALARIES AND WAGES- Planning Bd	10-490-0200	19,050	19,050	19,050	19,050
PROF SERVICES	10-490-0400	25,000	25,000	25,000	25,000
FRINGE BENEFITS	10-490-0700	83,826	83,826	83,826	83,826
TELEPHONE	10-490-1100	1,200	1,200	1,200	1,200
PRINT & PUBLISHING	10-490-1200	3,000	3,000	3,000	3,000
TRVL, SCH, CONFERENCES	10-490-1400	3,500	3,500	3,500	3,500
MAINT & REPAIR-VEH PART	10-490-1700	1,500	1,000	1,000	1,000
GAS, OIL, TIRES	10-490-3100	2,000	1,000	1,000	1,000
OFFICE SUPPLIES	10-490-3300	3,000	3,000	3,000	3,000
POSTAGE	10-490-3400	2,500	1,500	1,500	1,500
CONTRACTED MAINTENANCE	10-490-3600	45,600			
Asheboro Housing Authority	10-490-5000		10,000	10,000	10,000
DUES & SUBSCRIPTIONS	10-490-5300	2,000			
SOFTWARE SUBSCRIPTION	10-490-5310	8,000			
INSURANCE	10-490-5400	2,500	2,500	2,500	2,500
CODE ENFORCEMENT	10-490-5500	1,200	1,100	1,100	1,100
MISC EXPENSE	10-490-5700	1,000	200	200	200
WORKERS COMP	10-490-5800	5,800	5,800	5,800	5,800
SMALL EQUIPMENT	10-490-6000	4,800	1,000	1,000	1,000
TOTALS		534,590	481,790	481,790	481,790

CITY OF ASHEBORO
MARKETING/COMMUNICATION DEPARTMENT
ORGANIZATIONAL CHART

**PLANNING / COMMUNITY
DEVELOPMENT DIRECTOR**

**MARKETING
SPECIALIST**



MARKETING/COMMUNICATION DEPARTMENT

GENERAL INFORMATION

This department is responsible for marketing, communications and public information functions of the City. The Marketing Specialist is responsible for publicizing, promoting and educating the public regarding functions and services of the City, through the development of public relations strategies and the creation and writing of varied public relations and communications products.

OBJECTIVES

During the 2010 – 2011 FY, the Marketing Specialist was responsible for:

- The expansion of the City's social media program, which now includes Facebook pages for the City of Asheboro and Asheboro Cultural & Recreation Services as well as Vimeo video channel.
- Coordinating with the Randolph County Tourism Development Authority on the development of commercials promoting the Sunset Theatre and the Summer Concert Series.
- Writing grant applications that resulted in CDBG-ED, IDF and Rural Center funding (total \$424,455) for Allen Precision water / sewer line extension project.
- Redesign of the Sunset Theatre Web site.
- Promoting of City's involvement in the Reader's Digest "We Hear You America" project, in which the City won 10th place.
- Creation of Retiree Attraction Committee.

**MARKETING / COMMUNICATION DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-495

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-495-0200	47,671	47,671	47,671	47,671
PROFESSIONAL SERVICES	10-495-0400	26,400			
FRINGE BENEFITS	10-495-0700	12,977	12,977	12,977	12,977
PRINTING AND PUBLISHING	10-495-1200	8,900	5,000	5,000	5,000
TRAVEL SCHOOL CONF	10-495-1400	1,625	1,625	1,625	1,625
OFFICE SUPPLIES	10-495-3300	250	250	250	250
POSTAGE	10-495-3400	100	100	100	100
CERTIFIED RETIREMENT COMMUNITY PR	10-495-5500	15,000	15,000	15,000	15,000
EDUCATIONAL PROGRAMS	10-495-5600	2,675	2,675	2,675	2,675
TOTALS		115,598	85,298	85,298	85,298

**MARKETING / COMMUNICATION DEPARTMENT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-495

Item	Remarks	Acct. #	Department Requested		Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
			Qty	Cost			
EDUCATIONAL PROGRAMS		5600			2,675	2,675	2,675
Citizens Academy	6 sessions- meals & materials		1	1,500			
	Graduation Event		1	600			
	Participation Gifts		1	375			
				2,475			
Asheboro Pride	(replace Auntie Litter / Governor Ashe) Program Materials	5600	1	200			
PROFESSIONAL SERVICES	Website Design	0400	1	25,000			
	Spanish Translation Services		1	400			
	Media Training		1	1,000			
				26,400			
PRINTING & PUBLISHING		1200			5,000	5,000	5,000
	Guide to City Services		1	3,500			
	Bill Inserts		1	5,400			
FUND BALANCE ALLOCATION- CERTIFIED COMMUNITY RETIREMENT PROGRAM COSTS ADOPTED BY COUNCIL		5500			15,000	15,000	15,000

CITY OF ASHEBORO
MUNICIPAL BUILDING HEADQUARTERS
ORGANIZATIONAL CHART

CITY ENGINEER

MUNICIPAL BUILDING

GENERAL INFORMATION

The municipal building provides a central location for the administration and management of city government, finance, planning, zoning, community development, building and fire inspections, engineering, legal services and water and sewer billing and collection, as well as provide facilities for council and other meetings.

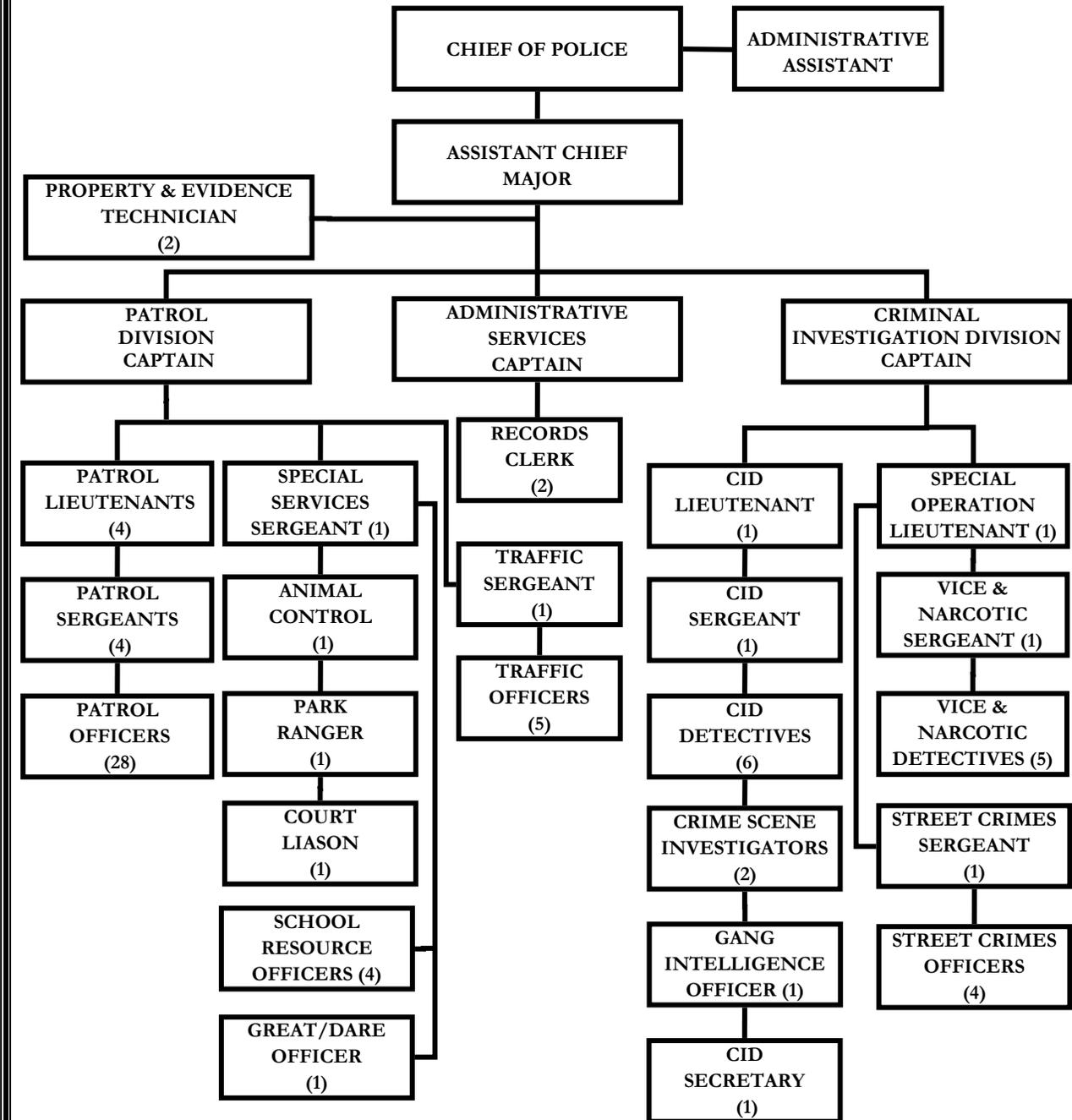
OBJECTIVES

To provide an efficient and practical administration and operation of municipal services.

CITY OF ASHEBORO

POLICE DEPT

ORGANIZATIONAL CHART



POLICE DEPARTMENT

GENERAL INFORMATION

The Police Department, under the direction of the Chief of Police, provides professional law enforcement services for the City of Asheboro. The Assistant Chief of Police (Major) works under the direction of the Chief of Police and is responsible for overseeing all operations of the Police Department.

The department is divided into three separate divisions, each under the direct supervision of a Captain.

The foundation of the Police Department is the Patrol Division. This division is made up of uniformed officers who answer calls for service from the public, make criminal arrests and conduct traffic enforcement. The Patrol Division consists of the Traffic Unit and the Special Services Unit. The Traffic Unit consists of officers charged with investigating traffic accidents. The Special Services Unit consists of the Park Rangers, School Resource Officers, and D.A.R.E. Officer.

The Criminal Investigations Division consists of the Criminal Investigations Unit, Vice and Narcotics Unit and the Street Crimes Unit. The Criminal Investigations Unit handles all criminal cases. The Vice and Narcotics Unit investigates all drug and vice related complaints while conducting major drug operations targeting major dealers as well as street level dealers. The Street Crimes Unit is a uniformed unit that operates in marked patrol cars that are assigned to high crime areas. They work closely with Vice and Narcotics and the Patrol Division in targeting street level dealers and buyers. In FY 2008-2009, a Gang Intelligence Officer was added to the police force to monitor gang activity and to work to eliminate this serious threat to the City of Asheboro.

The Administrative Services Division is responsible for recruitment and hiring of personnel, uniforms and equipment, purchasing, training, personnel records, building and equipment maintenance and all Police Reserves. We now have an Explorers Post that has 8 youth participants who have police officers as mentors to allow youth in the community to see first hand the workings at the police department.

The Police Department has two Evidence / Property Control Technicians assigned to the Administrative Services Division. These positions are responsible for the safe and secure storage of all evidence and contraband.

The Department has two specially trained C.S.I. (Crime Scene Investigator) detectives who, with the aid of a fully equipped crime scene van, respond to all major crime scenes for the gathering of evidence.

The Department currently has two narcotic's canines. One dog is assigned to the Street Crimes Unit and the other canine is assigned to the Vice and Narcotics Unit.

In the event of a critical situation or incident, the Department can deploy its A.L.E.R.T. Team (Asheboro Law Enforcement Emergency Response Team). This specially trained and equipped unit handles all kinds of dangerous and lethal situations.

OBJECTIVES

The goal of the Asheboro Police Department is to protect life and property within the City; to preserve the peace; to prevent criminal activity; to address drug-related problems and to detect and arrest the violators of the law. The Police Department recognizes that it is one of many functions within the city structure and is committed to providing professional law enforcement services for the City of Asheboro.

To ensure that our officers maintain a professional edge, we have equipped many of our police cars with Mobile Data Terminals (MDT's). We have also set a standard that every officer with the Asheboro Police Department must receive a minimum of forty hours of in-service training.

**POLICE DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-510

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-510-0200	3,722,712	3,794,200	3,794,200	3,794,200
PART TIME CROSSING GUARDS	10-510-0200	incl	22,750	22,750	22,750
OVERTIME EXPENSE	10-510-0201	35,000	35,000	35,000	35,000
PROF SERVICES	10-510-0400	5,000	5,000	5,000	5,000
FRINGE BENEFITS	10-510-0700	1,306,702	1,331,548	1,331,548	1,331,548
TELEPHONE	10-510-1100	55,956	38,000	38,000	38,000
INTERNET SERVICE	10-510-1101	10,000	9,400	9,400	9,400
UTIL, FUEL & LIGHTS	10-510-1300	28,000	26,000	26,000	26,000
TRVL, SCH, CONFERENCES	10-510-1400	18,000	18,000	18,000	18,000
VICE & NARCOTIC TRAINING	10-510-1401	5,000	5,000	5,000	5,000
MAINT & REPAIR -BLDG	10-510-1500	8,000	6,000	6,000	6,000
MAINT & REPAIR - EQ	10-510-1600	7,000	8,000	8,000	8,000
MAINT & REPAIR-VEH PART	10-510-1700	100,000	85,000	85,000	85,000
OFFICE RENTAL-VICE	10-510-2100	9,000	9,000	9,000	9,000
GAS, OIL & TIRES	10-510-3100	170,000	140,000	140,000	140,000
OFFICE SUPPL & PRINTING	10-510-3300	16,000	15,000	15,000	15,000
OTHER SUPPL & MAT	10-510-3400	45,000	20,000	20,000	20,000
SMALL EQUIPMENT	10-510-3500	112,914	22,831	22,831	22,831
SMALL EQ- ALERT	10-510-3501	18,256	-	-	-
SMALL EQ- WEAPONS	10-510-3502	15,709	15,000	15,000	15,000
UNIFORMS & ACCESSORIES	10-510-3600	65,000	60,000	60,000	60,000
UNIFORM/ ACCESS-BULLE P. VEST	10-510-3601	10,410	-	-	-
PROPERTY-EVIDENCE ADV	10-510-3700	300	1,500	1,500	1,500
AWARDS, RECOG & FLORAL	10-510-4000	1,500	1,500	1,500	1,500
CONTR MAINT & REPAIR-VEH	10-510-4400	10,000	8,000	8,000	8,000
CONTR SVCS	10-510-4500	11,157	11,000	11,000	11,000
CONTR SVCS: 911	10-510-4502	193,738	193,738	193,738	193,738
CONTR SVCS TOWER RENT	10-510-4503	2,703	2,703	2,703	2,703
CONTR SVCS: RADIO MAINT	10-510-4504	12,690	12,690	12,690	12,690
CONTR SVCS: DCI USER FEE	10-510-4505	8,340	7,000	7,000	7,000
CONTR SVCS: COPIER LEASE	10-510-4506	2,300	2,300	2,300	2,300
CONT SVS: SECURE USA	10-510-4507	900	900	900	900
CONT SVC: SPILLMAN	10-510-4508	3,350	1,500	1,500	1,500
DUES & SUBSCRIPTIONS	10-510-5300	1,600	1,600	1,600	1,600
INSURANCE - CARS	10-510-5400	100,000	98,000	98,000	98,000
MISC, DOG POUND & INFORMATIO	10-510-5700	11,000	4,000	4,000	4,000
WORKERS COMP	10-510-5800	150,000	115,000	115,000	115,000
SMALL EQUIPMENT- NON CAP	10-510-6000	117,295	-	-	-
CAPITAL OUTLAY: EQ	10-510-7400	283,500	-	-	-
INVESTIGATION FUND	10-510-7500	20,000	20,000	20,000	20,000
LIBRARY FUND	10-510-7600	300	300	300	300
PRIN ON LT DEBT	10-510-8100	70,000	46,493	46,493	46,493
INT ON LT DEBT	10-510-8200	2,600	7,153	7,153	7,153
TOTALS		6,766,932	6,201,106	6,201,106	6,201,106

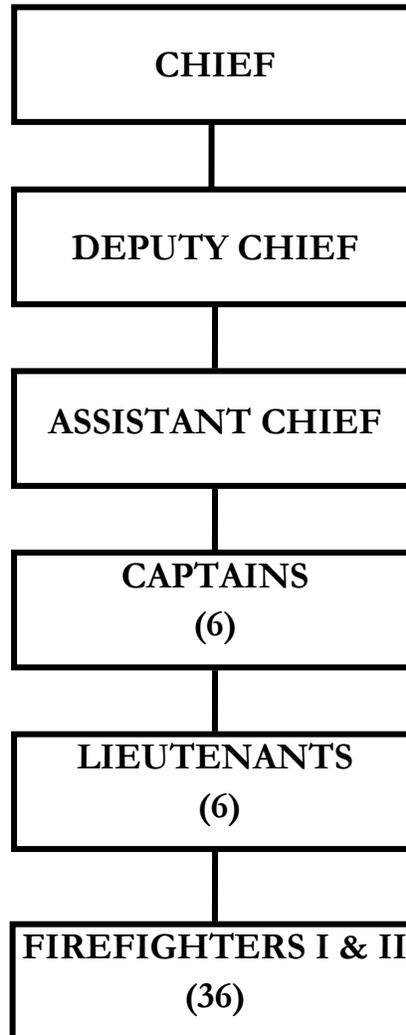
POLICE DEPARTMENT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Item	Remarks	Acct. #	Department Requested		Manager Recommended	Manager Recommended	Council Approved
			Qty	Cost	5/5/11	6/9/11	6/28/11
Code: 10-510							
2012 Ford Interceptor Police Cruisers	Replacement of 9 front-line patrol cars that either currently have 100,000+ miles or will have by the middle of FY11-12.	7400	9	211,500			
2012 Mid Size Unmarked Vehicle	Replacement of at least 2 of the Investigative Division's cars with 100,000+ miles.	7400	2	38,000			
2012 Mid-sized Pickup Truck	Replacement for the Animal Control Truck that will have approx. 125,000 miles by the middle of FY11-12.	7400	1	22,000			
2012 John Deere Gator ATV	To be used during special events and by the Park Rangers	7400	1	12,000			
Emergency Equipment	Replacement emergency equipment for replacement patrol cars	3500	9	22,500			
Emergency Equipment	Replacement emergency equipment for replacement detective cars	3500	2	4,000			
Veh. Emerg. Eq. Console & MDT Mount	Replacement emergency equipment for replacement patrol cars	3500	11	8,140			
TK 880 Kenwood, UHF Mobile Radio	Replacement radios need for part of the replacement cars	3500	8	4,000			
Animal Transportation Box for truck	Animal cages and storage compartment for new Animal Control truck	3500	1	900			
Police K-9 dog, training accessories etc.	Replace K-9 dog	3500	1	12,750			
MiniPIX Recorder w/ Undercover Camera	(US Justice Funds) To view and record undercover operations wirelessly enhancing safety and chances of conviction	3500	1	15,491	15,491	15,491	15,491
Gas Mask Filters	Replacement - out of date	3500	95	2,423			
Gas Mask	Replacement	3500	5	510			
Interview Room Recording System	Replace old VHS system per legal/ courtroom requirements	3500	1	1,160			
MiniBoxIV Police Camera	Replace old broken one need for CID and V/N undercover surveillance	3500	1	7,340	7,340	7,340	7,340
Taser X26 Model 26011	Issuance to new officers and spares	3500	10	8,100			
Taser X26 Cartridges	Needed for training and replacement of used cartridges	3500	##	3,790			
Fire Extinguishers	Replacement of outdated fire extinguishers	3500	15	600			
Pentax Pocket Jet 3 Mobile Printer	Replacement	3500	4	1,200			
Pentax Pocket Jet 3 Mobile Printer	To go into the new patrol cars and 2 other patrol cars to print tickets and reports.	3500	11	3,300			
Safariland ALS Level 3 Holster	Replacement - updated & safer	3500	90	8,550			
Fuji Finepix 10mp digital camera	Replacement for CID and V/N	3500	8	1,440			
Pocketzone Crash 3D Recon Kit	Software package and equipment to Digitally reconstruct crashes safer, quicker, and more professionally	3500	1	6,720			
Level III Tac Vest	To protect ALERT members from rifle rounds	3501	10	10,350			
NVG Binoculars	Need for night vision during ALERT callouts and raids	3501	2	5,990			
EoTech 516 Sights	Target acquisition sights for ALERT rifles	3501	4	1,916			
Remington 870 Shotguns w/ Rifle Sights	Replacement with trade of old guns	3502	25	5,577	5,000	5,000	5,000
Glock 23 Generation 4 w/ Glock night sights	Replacement with trade of old guns	3502	90	10,132	10,000	10,000	10,000
Bullet Proof Vests and 6 Carriers	Replacement of aging vests	3601	14	10,410			
Mobile Data Terminals (Laptops)	Replacement of old MDT lap tops	6000	4	6,400			
Dell Desk Top Computers	Replacement of old computers as recommended by I.T.	6000	3	3,150			
Mobile Data Terminals (Laptops)	To go into the new patrol cars and 2 other patrol cars to access the RMS CAD, DCI, and to complete reports.	6000	11	17,600			
Spilman Mobile CAD Project Phase II	(US Justice Funds) Phase Two of Spilman Mobile CAD Project that began last FY.	6000	1	90,145			

CITY OF ASHEBORO

FIRE DEPT

ORGANIZATIONAL CHART



FIRE DEPARTMENT

GENERAL INFORMATION

The City of Asheboro Fire Department provides fire control, hazardous materials response, emergency medical response; rescue services with Ash-Rand Rescue and responds to other problems encountered by our citizens. The Department's attitude is to help, if at all possible, within legal and budgetary constraints, without placing the City at greater risk.

The Department has a staff of 51 well trained and very dedicated members, who are continually striving to improve themselves and the Department thru more education and training.

Members of the staff also provide the majority of the maintenance for two stations, 14 vehicles and the multitude of small equipment necessary to operate a fire department.

Today's fire services are heavily regulated by various mandates, standards, certification levels and rating systems. The department strives to meet all of them to the fullest extent possible.

OBJECTIVES

Improving services, safety, training, equipment and morale through all means available.

Planning and improvements to handle future growth of the City.

Continuing a well focused training and safety program.

Working to conserve energy and resources.

STATISTICS FOR CALENDAR YEAR 2010

# Responses	1,517
Man hours on responses	4,149
Total dollar losses	\$495,661.00
Fire Safety programs	122
Program personal contacts	8,000
Insurance rating classification	4
Approx. man hours of training	8,110

**FIRE DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-530

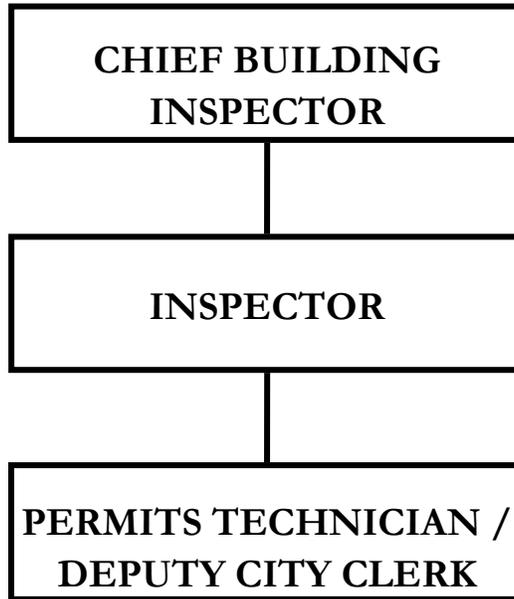
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-530-0200	2,249,074	2,298,335	2,298,335	2,298,335
OVERTIME EXPENSE	10-530-0201	15,000	11,000	11,000	11,000
VOL FIREMEN COMPENSATION	10-530-0300	300	300	300	300
PROF SERVICES	10-530-0400	10,201	10,201	10,201	10,201
PROF SERVICES- Ash Rand Rescue	10-530-0400		5,000	5,000	5,000
FRINGE BENEFITS	10-530-0700	691,614	698,772	698,772	698,772
DORM EXPENSE - FRATERNAL INS	10-530-1000	16,000	16,000	16,000	16,000
TELEPHONE	10-530-1100	17,000	14,000	14,000	14,000
INTERNET SERVICE	10-530-1101	10,800	10,800	10,800	10,800
UTIL, HEAT & LIGHTS	10-530-1300	33,000	33,000	33,000	33,000
TRVL, SCH & CONFERENCES	10-530-1400	7,000	7,000	7,000	7,000
MAINT & REPAIR - BLDG	10-530-1500	9,000	9,000	9,000	9,000
MAINT & REPAIR -EQ	10-530-1600	11,000	11,000	11,000	11,000
MAINT & REPAIR-VEH PART	10-530-1700	20,000	18,500	18,500	18,500
GAS, OIL & TIRES	10-530-3100	22,000	18,000	18,000	18,000
OFFICE SUPPL & PRINTING	10-530-3300	5,000	4,500	4,500	4,500
OTHER SUPPL & MATERIALS	10-530-3400	22,000	22,000	22,000	22,000
UNIFORMS & ACCESSORIES	10-530-3600	95,000	95,000	95,000	95,000
TRAINING AIDS/ SUPPLIES	10-530-3800	4,500	4,500	4,500	4,500
CONTR MAINT-VEH PART	10-530-4400	7,500	7,500	7,500	7,500
CONTR MAINT & REPAIR	10-530-4500	103,000	103,000	103,000	103,000
DUES AND SUBSCRIPTIONS	10-530-5300	3,800	3,800	3,800	3,800
SOFTWARE SUBSCRIPTION	10-530-5301	10,000	10,000	10,000	10,000
INSURANCE	10-530-5400	28,000	28,000	28,000	28,000
MISC EXPENSE	10-530-5700	800	800	800	800
WORKERS COMP	10-530-5800	105,000	83,000	83,000	83,000
SMALL EQUIPMENT - NON CAP	10-530-6000	15,000	15,000	15,000	15,000
CAPITAL OUTLAY: EQ	10-530-7400	831,400	-		-
PRINC ON LT DEBT	10-530-8100	6,000			
INT ON LT DEBT	10-530-8200	500			
TOTALS		\$ 4,349,489	\$ 3,538,008	\$ 3,538,008	3,538,008

**FIRE DEPARTMENT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-530

Item	Acct. #	Department Requested		Manager Recommended	Manager Recommended	Council Approved
		Qty	Cost	5/5/11	6/9/11	6/28/11
Volunteer Fire Department Compensation	0400		10,201	10,201	10,201	10,201
Turn out pants and coats	3600		55,000	55,000	55,000	55,000
Roof for Station 1	4500		48,000	48,000	48,000	48,000
Concrete ramp repair at Station 1			55,000	55,000	55,000	55,000
Radio Head sets- 12 at 950 each	6000	12	11,400			
misc equipment replacements			15,000			
total approved- spend as most needed				15,000	15,000	15,000
Two thermal imaging cameras may be required in future by DOI and OSHA	7400		20,000	hold off per CM	hold off per CM	hold off per CM
Aerial fire truck	7400		800,000			
Added by City Manager						
Professional services for bid specifications and design for aerial fire truck	0400		25,000			
FUND BALANCE ALLOCATION FOR TURN				55,000	55,000	55,000
OUT PANTS AND FACILITY CONTRACTED				103,000	103,000	103,000
MAINTENANCE			total	158,000	158,000	158,000

CITY OF ASHEBORO
BUILDING INSPECTION DEPT
ORGANIZATIONAL CHART



BUILDING INSPECTION DEPARTMENT

GENERAL INFORMATION

The primary functions, duties and responsibilities of the Inspection Department are reviewing plans, issuing permits and inspecting construction and properties as required by the North Carolina State Building Code and The North Carolina Fire Prevention Code.

The department works closely with the Zoning Administrator and Code Enforcement Officer in the issuing of permits. Work is also coordinated with the Water Department, Engineering Department, Public Works Division, Fire Department and other departments and agencies in our endeavor to keep the buildings safe and stable for human habitation. The staff consists of two full time inspectors. The Inspection Department is responsible for periodic inspections of the public and private schools in the City limits. This requires a thorough inspection of each facility for compliance of all codes. The public also depends upon our office for various information and assistance.

The department assists the office of the city clerk with collecting, renewing and issuing all the City of Asheboro privilege licenses. The inspectors assist with monitoring the City for new and different businesses and collect on delinquent licenses. This is a constant process which changes very rapidly. Each day has a varied schedule and brings new challenges to our department that must be resolved.

OBJECTIVES

The objectives of the Inspection Department are to continue to provide the following:

Service all the citizens and the contractors in building related matters.

Enforce all phases of the North Carolina Building Code.

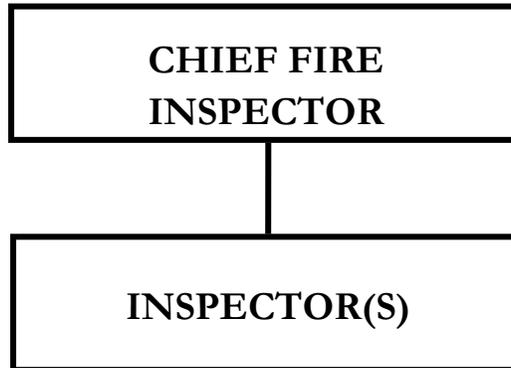
Protect the health, safety and welfare for each and every resident of the City.

**BUILDING INSPECTION DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-540

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-540-0200	168,676	168,676	168,676	168,676
FRINGE BENEFITS	10-540-0700	42,661	42,661	42,661	42,661
TELEPHONE- BLDG	10-540-1100	780	776	776	776
TRAVEL, SCHOOLS & CONF- BLDG	10-540-1400	600	375	375	375
MAINTENANCE AND REPAIR-EQUIP- BLDG	10-540-1600	100	-	-	-
MAINTENANCE & REPAIR - VEHICL- BLDG	10-540-1700	1,200	457	457	457
COMPUTER PROG & SUPPLIES	10-540-2000	150	150	150	150
GAS, OIL, AND TIRES- BLDG	10-540-3100	2,300	2,300	2,300	2,300
OFFICE SUPPLIES & PRINTING-BLDG	10-540-3300	1,200	730	730	730
POSTAGE	10-540-3400	700	600	600	600
UNIFORMS AND ACCESSORIES- BLDG	10-540-3600	1,200	900	900	900
CONTRACTED MAINT-VEHICLE PART	10-540-4400	250	700	700	700
DUES AND SUBSCRIPTIONS- BLDG	10-540-5300	700	-	-	-
INSURANCE	10-540-5400	1,500	1,500	1,500	1,500
MISCELLANEOUS EXPENSE- BLDG	10-540-5700	100	100	100	100
WORKERS COMPENSATION	10-540-5800	2,300	2,300	2,300	2,300
BOOKS - HANDICAP SIGNAGE REIMB	10-540-5900	800	800	800	800
SMALL EQUIPMENT NON CAP-BLDG	10-540-6000	1,250	-	-	-
TOTALS		226,467	223,025	223,025	223,025

CITY OF ASHEBORO
FIRE INSPECTION DEPT
ORGANIZATIONAL CHART



FIRE INSPECTION DEPARTMENT

GENERAL INFORMATION

The primary functions, duties and responsibilities of the Fire Inspection Department are conducting annual fire inspections to all businesses, mercantile, factory, assembly, institutional, education, and high hazard occupancies. Our department reviews fire protection plans and issues operational and construction permits.

The department works closely with the Zoning Administrator, Planning Administrator and Building Inspectors Department. Our staff consists of three full time Level 3 Fire Inspectors.

OBJECTIVES

The objectives of the Fire Inspection Department are to continue to provide the following:

Service all the citizens and the contractors in fire code related matters.

Enforce all phases of the North Carolina Fire Prevention Code.

Protect the health, safety and welfare for each and every citizen of the City.

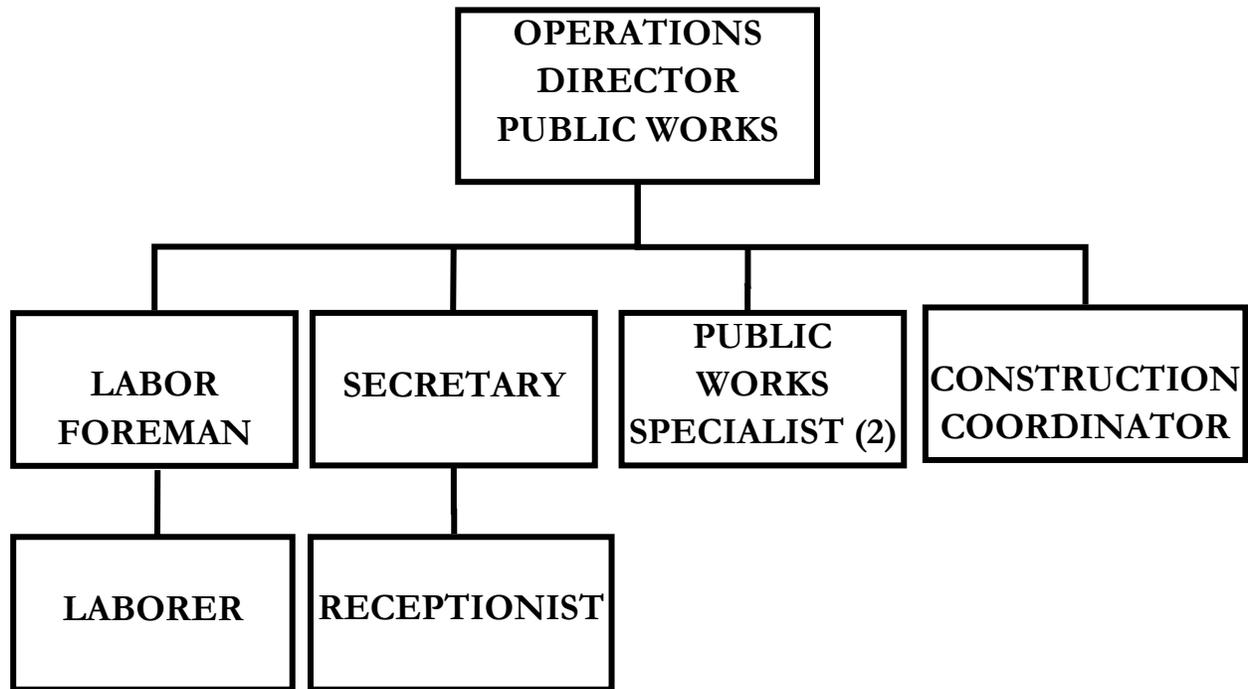
To maintain our level of training and certifications.

**FIRE INSPECTION DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-545

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-545-0200	175,890	175,890	175,890	175,890
FRINGE BENEFITS	10-545-0700	43,711	43,711	43,711	43,711
TELEPHONE- FIRE	10-545-1100	1,300	1,200	1,200	1,200
TRAVEL, SCHOOLS & CONF- FIRE	10-545-1400	1,600	1,600	1,600	1,600
MAINTENANCE AND REPAIR-EQUIP- FIRE	10-545-1600	100	100	100	100
MAINTENANCE & REPAIR - VEHICL- FIRE	10-545-1700	1,500	1,000	1,000	1,000
GAS, OIL, AND TIRES- FIRE	10-545-3100	4,000	700	700	700
OFFICE SUPPLIES & PRINTING- FIRE	10-545-3300	600	400	400	400
POSTAGE	10-545-3400	100	-	-	-
UNIFORMS AND ACCESSORIES- FIRE	10-545-3600	1,800	1,500	1,500	1,500
DUES AND SUBSCRIPTIONS- FIRE	10-545-5300	1,600	700	700	700
SOFTWARE SUBSCRIPTION (Magnet)	10-545-5310	4,000			
INSURANCE	10-545-5400	1,500			
MISCELLANEOUS EXPENSE- FIRE	10-545-5700	300	200	200	200
WORKERS COMPENSATION	10-545-5800	2,300	2,000	2,000	2,000
SMALL EQUIPMENT NON CAP- FIRE	10-545-6000	1,250	1,250	1,250	1,250
TOTALS		241,551	230,251	230,251	230,251

CITY OF ASHEBORO
OPERATIONS DIVISION
ORGANIZATIONAL CHART



OPERATIONS DIVISION

GENERAL INFORMATION

The Operations Department provides general supervision and assistance to all public works areas, including Street, Sanitation, Water & Sewer Maintenance, Grounds Maintenance, Fleet Maintenance and direct supervision to Traffic Division, Building Maintenance, Utility Inspections, Utility Locations, Cemetery Management and Erosion Control Program.

The Operations Department assists the general public by providing various types of information and assistance with complaints.

The Operations Department is also involved in setting quality standards, planning, goal setting, record keeping and various other activities as required.

OBJECTIVES

Coordinate Public Works projects and activities.

Investigate miscellaneous complaints and assist with solutions.

Plan for future growth to provide adequate services.

Maintain adequate records of city services and projects.

Inspect all new utility and street projects to maintain proper quality standards.

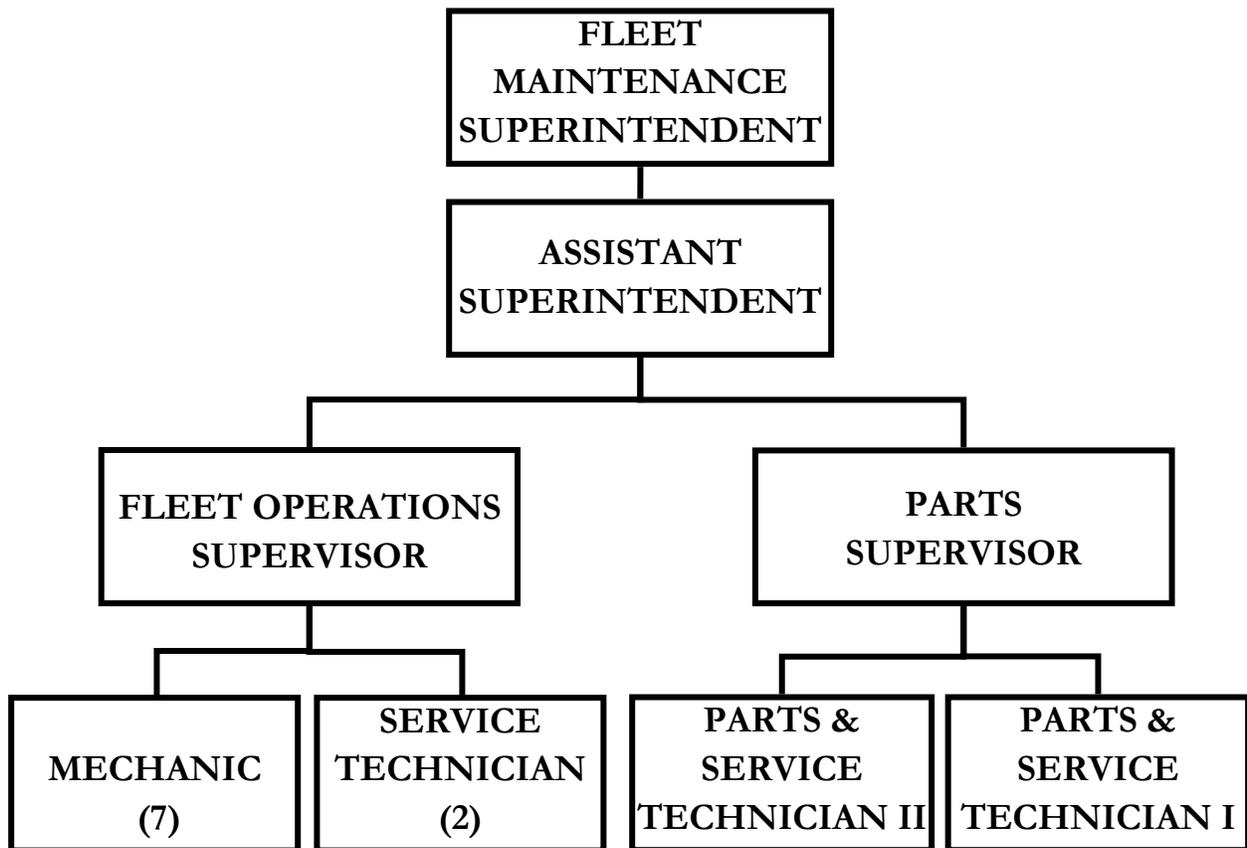
Administer Erosion and Sediment Control Program.

**OPERATIONS DIVISION
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-550

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-550-0200	344,351	344,351	344,351	344,351
PART TIME WAGES	10-550-0200	30,100			
OVERTIME EXPENSE	10-550-0201	15,000	15,000	15,000	15,000
FRINGE BENEFITS	10-550-0700	106,032	106,032	106,032	106,032
TELEPHONE	10-550-1100	14,000	14,000	14,000	14,000
INTERNET SERVICE	10-550-1101	9,500	9,500	9,500	9,500
UTILITIES, FUEL & LIGHTS	10-550-1300	65,000	65,000	65,000	65,000
TRAVEL, SCHOOLS, CONFERENCES	10-550-1400	1,000	1,000	1,000	1,000
MAINTENANCE & REPAIR-BLDGS	10-550-1500	20,000	20,000	20,000	20,000
MAINT & REPAIR- EQ	10-550-1600	1,000	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	10-550-1700	6,000	6,000	6,000	6,000
GAS, OIL & TIRES	10-550-3100	7,000	7,000	7,000	7,000
OFFICE SUPPLIES & PRINTING	10-550-3300	5,000	5,000	5,000	5,000
OTHER SUPPLIES & MATERIALS	10-550-3400	9,000	9,000	9,000	9,000
TRAFFIC DIV SUPPLIES-MATERIAL	10-550-3402	30,000	30,000	30,000	30,000
UNIFORMS	10-550-3600	7,500	7,500	7,500	7,500
CONTRACTED MAINT-VEHICLE PART	10-550-4400	500	500	500	500
CONTRACTED SERVICES	10-550-4500	10,000	10,000	10,000	10,000
INSURANCE	10-550-5400	8,000	8,000	8,000	8,000
MISCELLANEOUS EXPENSE	10-550-5700	1,000	1,000	1,000	1,000
MISC- CEMETERY ISSUE COSTS	10-550-5701	2,000	2,000	2,000	2,000
WORKERS COMPENSATION	10-550-5800	25,000	25,000	25,000	25,000
CAPITAL OUTLAY: EQUIPMENT	10-550-7400	78,000	-	-	-
PRINCIPAL ON LONG-TERM DEBT	10-550-8100	76,000	4,096	4,096	4,096
INTEREST ON LONG-TERM DEBT	10-550-8200	1,300	630	630	630
TOTALS		872,283	691,609	691,609	691,609

CITY OF ASHEBORO
FLEET MAINTENANCE DEPARTMENT
ORGANIZATIONAL CHART



FLEET MAINTENANCE DEPARTMENT

GENERAL INFORMATION

It is the Fleet Maintenance Department's responsibility to provide the following:

Maintain, repair, and service all City owned "fleet" equipment, which includes about 336 licensed motor vehicles.

Maintain fuel and parts inventory.

Keep work orders and fuel records on each piece of equipment.

Recommend when a piece of equipment needs to be replaced.

Assist in writing specifications for purchasing equipment and in evaluating bids received.

Provide Finance, on a monthly basis, information relating to the cost of services provided to each individual department.

OBJECTIVES

To keep all City vehicles and equipment in safe and operational condition.

To maintain a good preventive maintenance program by observing equipment more closely, such as checking brake pads and shoes and rotating tires.

To give Department Heads an estimated cost before major repairs are made on their equipment.

To purchase parts, fuel, oil and tires at the most economical price.

To assist Departments with writing specifications and review bids to make sure they meet specifications.

To provide professional and efficient service to all Departments.

**FLEET MAINTENANCE DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-555

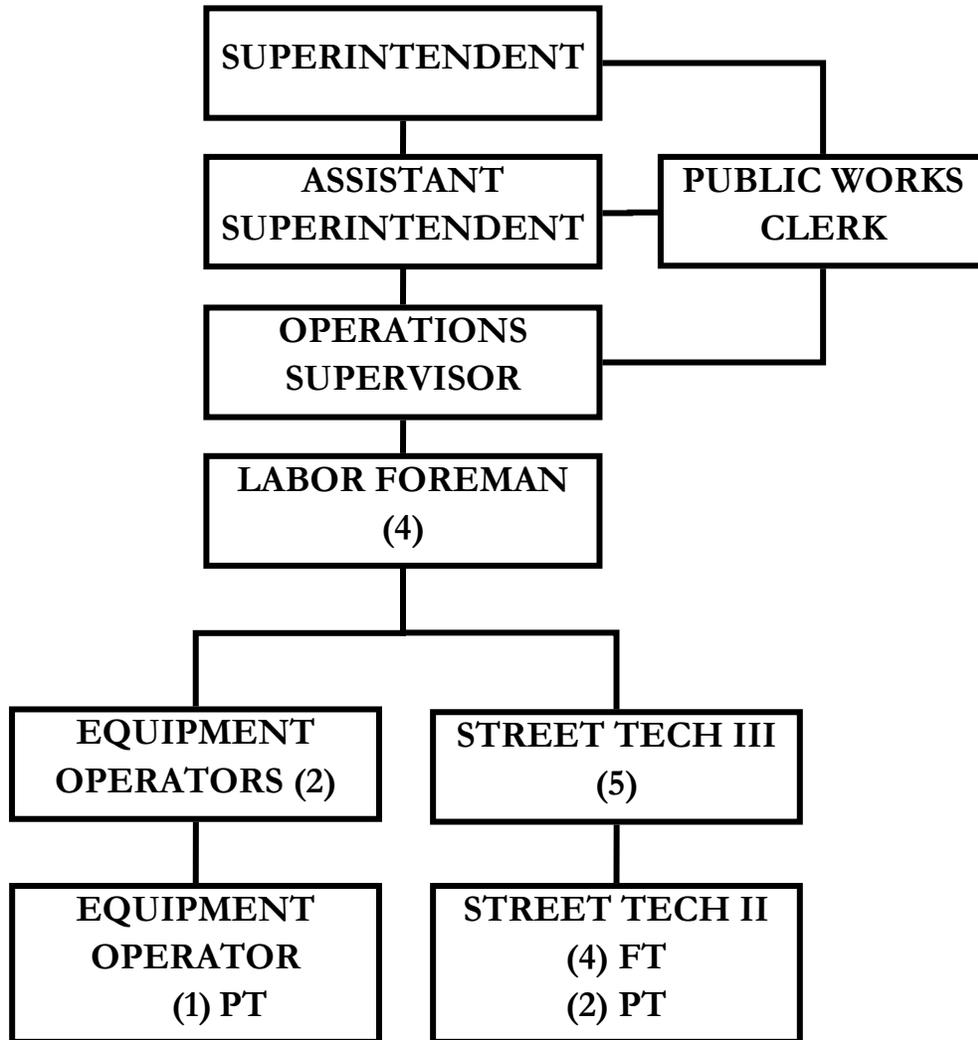
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-555-0200	712,982	530,987	530,987	530,987
OVERTIME EXPENSE	10-555-0201	15,000	15,000	15,000	15,000
CONTRA - SALARIES AND WAGES	10-555-0300	(150,000)	(150,000)	(150,000)	(150,000)
PROFESSIONAL SERVICES	10-555-0400	2,640	2,640	2,640	2,640
FRINGE BENEFITS	10-555-0700	226,640	149,196	149,196	149,196
TELEPHONE	10-555-1100	6,470	3,400	3,400	3,400
TRAVEL, SCHOOLS, CONF, ETC	10-555-1400	7,200	6,000	6,000	6,000
MAINTENANCE AND REPAIR - BLDG	10-555-1500	1,750	1,500	1,500	1,500
MAINTENANCE & REPAIR - EQUIP	10-555-1600	8,800	8,000	8,000	8,000
MAINTENANCE & REPAIR-VEH PART	10-555-1700	16,500	12,000	12,000	12,000
VEHICLE PARTS - INVENTORY	10-555-1800	613,800	440,500	440,500	440,500
CONTRA-VEHICLE PARTS INVENTOR	10-555-1900	(552,420)	(396,450)	(396,450)	(396,450)
GAS, OIL & TIRES	10-555-3100	10,600	10,600	10,600	10,600
GAS, OIL & TIRES-INVENTORY	10-555-3200	650,000	650,000	650,000	650,000
OFFICE SUPPLIES	10-555-3300	3,300	3,300	3,300	3,300
OTHER SUPPLIES & MATERIALS	10-555-3400	31,680	\$25,000	\$25,000	25,000
CONTRA-GAS-OIL-TIRES-INVENTOR	10-555-3500	(650,000)	(624,000)	(624,000)	(624,000)
UNIFORMS AND ACCESSORIES	10-555-3600	22,000	20,000	20,000	20,000
CONTRACTED VEHICLE PARTS	10-555-4200	40,000	40,000	40,000	40,000
CONTRA-CONTRACTED VEH REPAIRS	10-555-4300	(40,000)	(40,000)	(40,000)	(40,000)
CONTR MAINT - VEHICLES	10-555-4400	1,200	1,000	1,000	1,000
CONTR MAINT -EQ	10-555-4500	1,100	1,000	1,000	1,000
DUES AND SUBSCRIPTIONS	10-555-5300	7,220	6,600	6,600	6,600
INSURANCE	10-555-5400	9,000	9,000	9,000	9,000
MISCELLANEOUS EXPENSE	10-555-5700	6,700	6,700	6,700	6,700
WORKERS COMPENSATION	10-555-5800	28,000	28,000	28,000	28,000
SMALL EQUIPMENT NON CAP	10-555-6000	3,400	2,030	2,030	2,030
CAPITAL OUTLAY: EQUIPMENT	10-555-7400	13,000			
TOTALS		1,046,562	762,003	762,003	762,003

FLEET MAINTENANCE DEPARTMENT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 10-555

Item	Remarks	Acct. #	Department Requested		Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
			Qty	Cost			
OTC Genisys Scan Tool System for cars and trucks.	No more updates too old, needs newer processor	7400	1	\$3,000			
	Will not store anymore memory						
Tornado floor scrubber used	Old scrubber 15yrs. old	7400	1	\$1,200			
	wore out. Needs replacing						
AC Machine 134 ACS625	Need updated machine	7400	1	\$4,998			
	must meet standards for new vehicles safety requirement						
OTC-4200 Nozirater Diesel Injector	Only way to test injectors in the engine	7400	1	\$1,025			
Nozzle Tester	save time. Also for all heavy equipment; tractors, loaders etc.						
OTC-4201 Nozzle Tester Adapter Set	Nneeded for Diesel Nozzle Tester	7400	1	\$650			
	fitting and hose adapter for equipment.						
OTC TORQUE MULTIPLIER 5074	Need for big trucks	7400	1	\$1,225			
	must torque wheel fasteners properly our goal - all equipment leave fleet safely						
				\$12,098			
Reclassify all expenses to 3400		3400			\$12,098	12,098	12,098
	additional unspecified				12,902	12,902	12,902
					\$25,000	\$25,000	\$25,000

CITY OF ASHEBORO
STREET MAINTENANCE DEPARTMENT
ORGANIZATIONAL CHART



STREET MAINTENANCE DEPARTMENT

GENERAL INFORMATION

The Street Department is primarily responsible for maintenance of the City's streets. This includes, but is not limited to, a scheduled system of street repairs and maintenance to ensure safety and efficiency.

The Street Department also oversees snow and ice removal, leaf collection, curb and gutter repair, storm drain maintenance, driveway maintenance and installation and the cleaning of creeks, drainage ditches and side ditches.

The Street Department also maintains records supporting the City's use of Powell Bill Funds. Pursuant to North Carolina General Statutes 136-41.1 through 136-41.3 the Powell Bill provides for "funds to be allocated to cities and towns for the purpose of maintaining, repairing, constructing, reconstructing, or widening of any street or public thoroughfare within the corporate limits of that municipality". These funds are state shared revenues.

OBJECTIVES

To maintain an efficient resurfacing program to ensure the citizens' safety.

To patch pavement and make necessary utility cuts.

To maintain a system of cleaning and flushing City streets.

To provide an adequate and timely response to citizen calls.

To mow street right of ways, sidewalk grass, and around city maintained parking lots on a consistent schedule. This will be done to ensure good appearance. This also includes any bush hogging done, including upkeep of the Asheboro Municipal Airport.

To provide an efficient and responsive leaf collection program.

To maintain an efficient snow and ice removal program through maintaining adequate equipment, including salt spreaders and snow plows.

To maintain curbs, driveways, catch basins, storm drains, culverts and right of ways in safe condition.

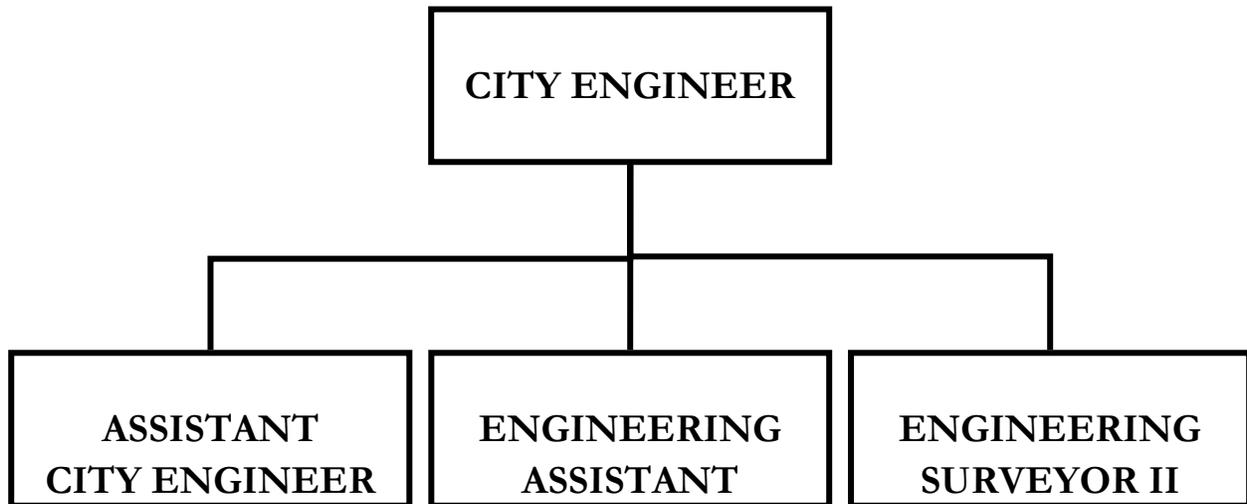
To minimize contract labor by using an in-department construction and concrete crew for the building of catch basins, curb replacement, ball fields, parking lots, sidewalks, etc.

**STREET MAINTENANCE DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-565

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-565-0200	729,220	729,220	729,220	729,220
PART TIME WAGES	10-565-0200	15,100	15,100	15,100	15,100
OVERTIME EXPENSE	10-565-0201	35,000	30,000	30,000	30,000
PROFESSIONAL SERVICES	10-565-0400	2,800	2,800	2,800	2,800
FRINGE BENEFITS	10-565-0700	232,495	232,495	232,495	232,495
TELEPHONE	10-565-1100	5,500	4,000	4,000	4,000
WELCOME TO ASHEBORO SIGN UTILITY	10-565-1300		800	800	800
TRAVEL, SCHOOLS & CONFERENCES	10-565-1400	1,200	1,200	1,200	1,200
MAINTENANCE & REPAIR-VEH PART	10-565-1700	120,000	110,000	110,000	110,000
PARKING LOT LEASES	10-565-2100	4,820	4,500	4,500	4,500
EQUIPMENT RENTALS	10-565-2101	6,000	5,655	5,655	5,655
GAS, OIL AND TIRES	10-565-3100	140,000	90,000	90,000	90,000
OFFICE SUPPLIES & PRINTING	10-565-3300	1,000	1,000	1,000	1,000
SUPPLIES AND MATERIALS	10-565-3400	55,000	52,000	52,000	52,000
OTHER SUPPLIES - STONE	10-565-3401	35,000	24,500	24,500	24,500
OTHER SUPPLIES - ASPHALT	10-565-3402	160,000	138,000	138,000	138,000
OTHER SUPPLIES - STORM SEWER	10-565-3403	20,000	20,000	20,000	20,000
OTHER SUPPLIES - SIDEWALKS	10-565-3404	10,000	10,000	10,000	10,000
OTHER SUPPLIES- SNOW REMOVAL	10-565-3405	15,000	15,000	15,000	15,000
UNIFORMS AND ACCESSORIES	10-565-3600	14,000	14,000	14,000	14,000
CONTRACTED MAINT - VEHICLES	10-565-4400	6,000	6,000	6,000	6,000
CONTRACTED MAINT.	10-565-4500	60,000	60,000	60,000	60,000
CONTRACTED MAINT. - RAIL ROAD	10-565-4501	64,800	64,800	64,800	64,800
STREET LIGHTING CONTRACTED	10-565-4600	520,000	520,000	520,000	520,000
INSURANCE	10-565-5400	23,000	23,000	23,000	23,000
MISCELLANEOUS EXPENSE	10-565-5700	3,000	3,000	3,000	3,000
WORKERS COMPENSATION	10-565-5800	38,000	38,000	38,000	38,000
SMALL EQUIPMENT NON CAP	10-565-6000	2,000	2,000	2,000	2,000
CAPITAL OUTLAY: EQUIPMENT	10-565-7400	316,000	150,000	150,000	150,000
PRINCIPAL ON LONG TERM DEBT	10-565-8100	34,000	25,000	25,000	25,000
INTEREST ON LONG TERM DEBT	10-565-8200	590	1,500	1,500	1,500
TOTALS		2,669,525	2,393,570	2,393,570	2,393,570

CITY OF ASHEBORO
ENGINEERING DEPARTMENT
ORGANIZATIONAL CHART



ENGINEERING DEPARTMENT

GENERAL INFORMATION

The Engineering Department provides engineering services that include planning, design, and inspection of capital improvements to streets, water and sewer utilities, and other public works projects. Technical assistance is also provided to other departments of the City involved in the operation and maintenance of streets, water and sewer utilities and other City owned facilities.

The Engineering Department is also involved in developing and revising ordinances and policies on public works matters; reviewing subdivision maps and annexation petitions; assigning street numbers; and managing other matters relating to City owned property, water and sewer utility easements, maps and record drawings.

The Engineering Department assists the general public by providing information on streets, utilities, subdivisions, annexations and public works projects, as well as analyzing problems concerning City utilities and public works matters.

OBJECTIVES

Coordinate Capital Improvements.

Plan, Design, Contract and Inspect Street Improvements, Water and Sewer Utility Extensions and Other Projects.

Coordinate Engineering Services Contracted for Larger Projects.

Coordinate and Inspect Subdivision Development.

Maintain and Update City Maps and Water and Sewer Utility Records.

PROJECTS COMPLETED FY 2010-2011

Construction Completed on:

- Library parking lot improvements
- Additional tennis court and grandstand at Memorial Park

Design and Plans Completed for:

- Airport / Tot Hill Farm sewer pump station and force main
- Airport water and sewer line extensions
- Library parking lot improvements
- Additional tennis court and grandstand at Memorial Park
- Veterans Loop Rd. – water and sewer
- Cul-de-sacs on Birkhead St., Brookwood Dr., Twain Dr. and Quaker Dr.
- Street and sidewalk improvements on Lanier Ave.

PROJECTS SCHEDULED FY 2011-2012

Construction for:

- Airport / Tot Hill Farm sewer pump station and force main
- Airport water and sewer line extensions
- Water line replacements on Giles Chapel Rd. and Cedar Rd.
- Veterans Loop Rd. – water and sewer
- Cul-de-sacs on Birkhead St., Brookwood Dr., Twain Dr. and Quaker Dr.
- Street and sidewalk improvements on Lanier Ave.

Design & Plans for:

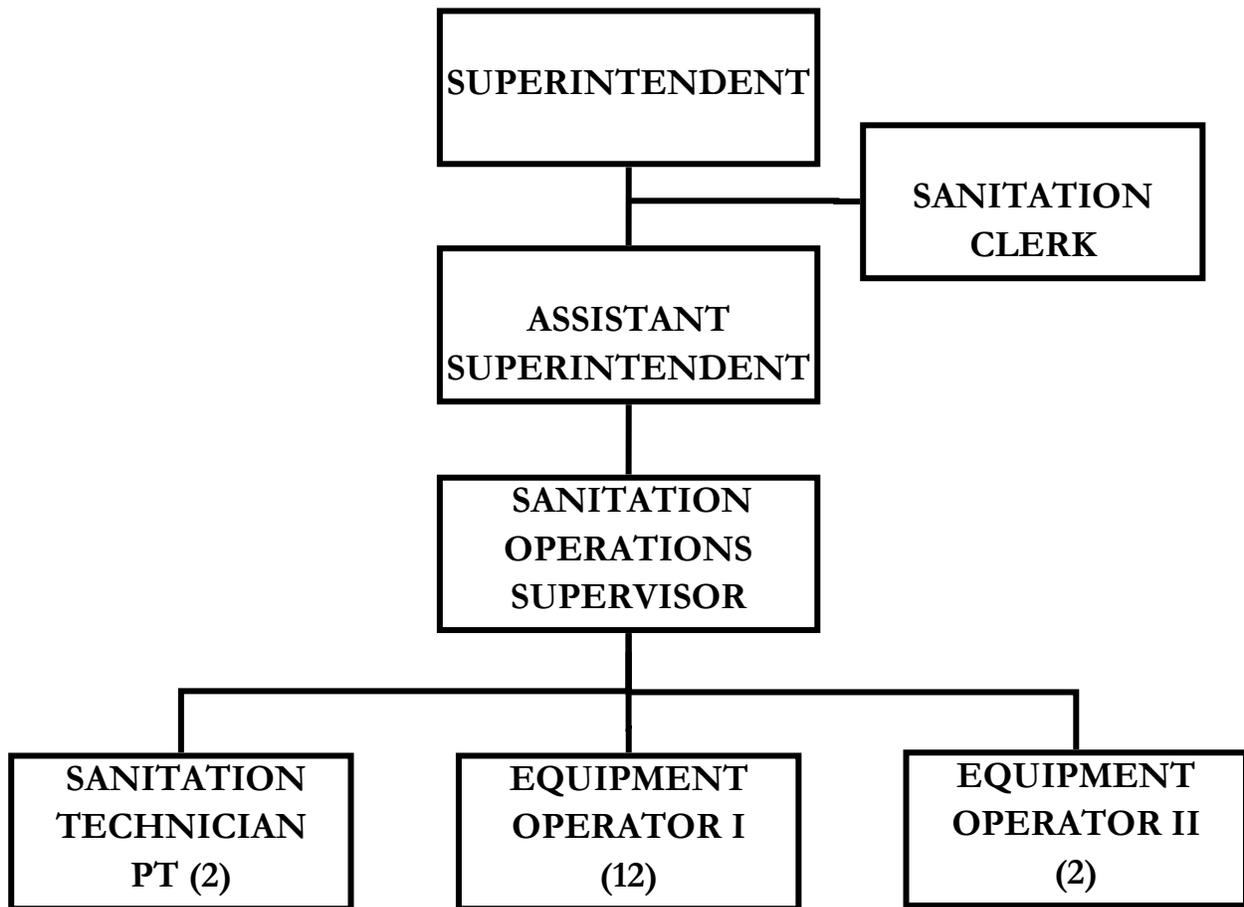
- Water line replacements on Giles Chapel Rd. and Cedar Rd.
- Street and sidewalk improvements on Holly St.

**ENGINEERING DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-575

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-575-0200	123,870	123,870	123,870	123,870
PART TIME WAGES		12,050			
PROFESSIONAL SERVICES	10-575-0400	15,000	15,000	15,000	15,000
FRINGE BENEFITS	10-575-0700	31,128	31,128	31,128	31,128
STATE PERMIT FEES	10-575-1000	1,000	1,000	1,000	1,000
TELEPHONE	10-575-1100	1,500	1,200	1,200	1,200
PUBLISHING	10-575-1200	4,500	4,500	4,500	4,500
TRAVEL, SCHOOLS & CONFERENCES	10-575-1400	2,500	1,700	1,700	1,700
MAINTENANCE AND REPAIR - EQUI	10-575-1600	750	750	750	750
MAINTENANCE & REPAIR-VEH PART	10-575-1700	1,000	700	700	700
GAS, OIL AND TIRES	10-575-3100	1,000	1,000	1,000	1,000
OFFICE SUPPLIES & PRINTING	10-575-3300	7,000	7,000	7,000	7,000
COPIER LEASE	10-575-3301	6,500	6,000	6,000	6,000
UNIFORMS AND ACCESSORIES	10-575-3600	2,500	2,300	2,300	2,300
CONTRACTED MAINT & REPAIR-VEH	10-575-4400	500	500	500	500
DUES & SUBSCRIPTIONS	10-575-5300	4,500	3,300	3,300	3,300
INSURANCE	10-575-5400	2,200	2,200	2,200	2,200
MISCELLANEOUS EXPENSE	10-575-5700	1,500	1,200	1,200	1,200
WORKERS COMPENSATION	10-575-5800	5,000	4,500	4,500	4,500
SMALL EQUIPMENT- NON CAP	10-575-6000	1,500	1,500	1,500	1,500
CAPITAL OUTLAY: EQUIPMENT	10-575-7400	13,000	13,000	13,000	13,000
TOTALS		238,498	222,348	222,348	222,348

CITY OF ASHEBORO
ENVIRONMENTAL SERVICES DEPARTMENT
ORGANIZATIONAL CHART



ENVIRONMENTAL SERVICES DEPARTMENT

GENERAL INFORMATION

The Environmental Services Department makes collections in residential areas (approx. 9,515 households) twice a week. Business locals are made as needed but not more than one pick-up per day. Industries provide their own pick-up service. All garbage collected is transported to the City of Asheboro Recycle Transfer Station. To better serve the citizens, the Sanitation Department has automated equipment. This automated equipment provides for a more efficient sanitation collection system. The Sanitation Department maintains three drop sites for recyclables.

OBJECTIVES

To continue to meet citizens' requests for trash collections.

To continue to work with Randolph County in the implementation of a recycling program and to achieve a twenty-five percent reduction in the waste being transported to the transfer station.

**ENVIRONMENTAL SERVICES DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-580

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-580-0200	606,845	606,845	606,845	606,845
PART TIME WAGES		30,000	30,000	30,000	30,000
OVERTIME EXPENSE	10-580-0201	15,000	15,000	15,000	15,000
FRINGE BENEFITS	10-580-0700	225,588	225,588	225,588	225,588
STATE PERMIT FEES	10-580-1000	750	750	750	750
TELEPHONE	10-580-1100	9,500	3,600	3,600	3,600
TRAVEL, SCHOOLS & CONFERENCES	10-580-1400	1,000	1,000	1,000	1,000
MAINT & REPAIR EQUIP-COMM SVC	10-580-1601	1,200	250	250	250
MAINTENANCE & REPAIR-VEH PART	10-580-1700	200,000	200,000	200,000	200,000
MAINT & REPAIR VEH-COMM SVC	10-580-1701	2,000	2,000	2,000	2,000
GAS, OIL AND TIRES	10-580-3100	160,000	150,000	150,000	150,000
GAS-COMMUNITY SERVICE	10-580-3101	2,200	2,100	2,100	2,100
OFFICE SUPPLIES AND PRINTING	10-580-3300	2,500	3,000	3,000	3,000
OTHER SUPPLIES AND MATERIALS	10-580-3400	7,000	7,000	7,000	7,000
GARBAGE CANS	10-580-3401	40,000	38,000	38,000	38,000
OTHER SUPPLIES & MAT-COMM. SERV.	10-580-3402	2,000	2,000	2,000	2,000
UNIFORMS AND ACCESSORIES	10-580-3600	12,000	12,000	12,000	12,000
CONTRACTED MAINT & REPAIR-VEH	10-580-4400	10,000	10,000	10,000	10,000
CONT MAINT & REPAIR-VEH-COMM SERV	10-580-4401	1,000	1,000	1,000	1,000
CONTRACTED MAINTENANCE	10-580-4500	500	500	500	500
INSURANCE	10-580-5400	32,000	31,000	31,000	31,000
MISCELLANEOUS EXPENSE	10-580-5700	12,000	12,000	12,000	12,000
WORKERS COMPENSATION	10-580-5800	40,000	32,000	32,000	32,000
SMALL EQUIPMENT- NON CAP	10-580-6000	1,500	2,000	2,000	2,000
CAPITAL OUTLAY: EQUIPMENT	10-580-7400	250,000	-	-	-
PRINCIPAL ON LONG-TERM DEBT	10-580-8100	116,000	92,636	92,636	92,636
INTEREST ON LONG-TERM DEBT	10-580-8200	4,700	14,251	14,251	14,251
TIPPING FEE	10-580-8300	812,000	800,000	800,000	800,000
TOTALS		2,597,283	2,294,520	2,294,520	2,294,520

CITY OF ASHEBORO
RECYCLING TRANSFER STATION
ORGANIZATIONAL CHART

**ENVIRONMENTAL
SERVICES
SUPERINTENDENT**



**TRANSFER
STATION
OPERATOR**

RECYCLING TRANSFER STATION

GENERAL INFORMATION

The City of Asheboro Recycling Transfer Station is located on the eastern edge of the City and serves as the City's solid waste disposal area. In addition to handling the City's solid waste, recyclables can also be processed throughout the facility.

OBJECTIVES

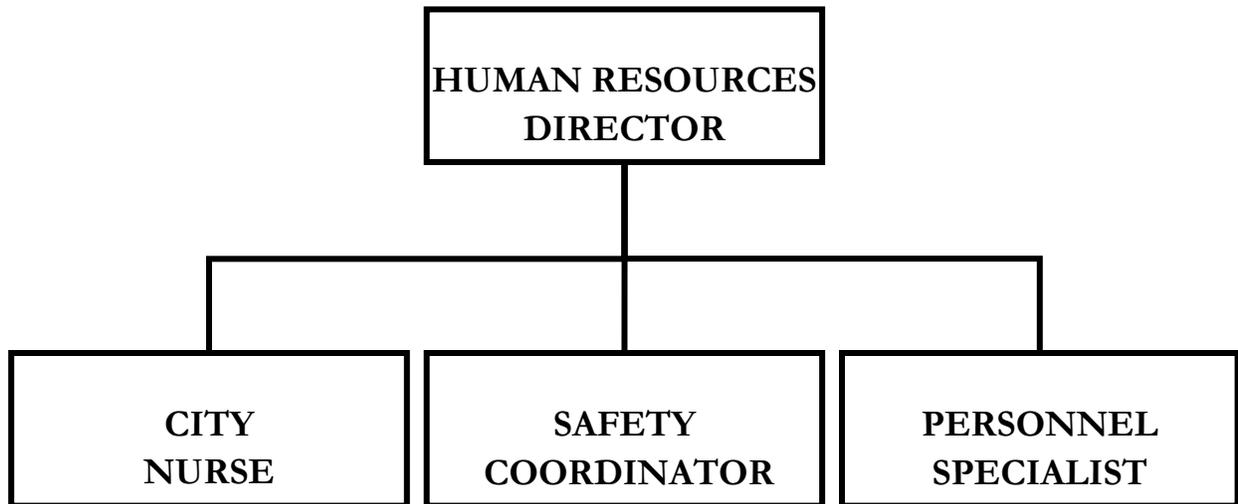
To provide a clean, safe and efficient facility where the City's recyclables and solid wastes are processed.

**RECYCLING TRANSFER STATION
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-585

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-585-0200	39,120	39,120	39,120	39,120
OVERTIME EXPENSE	10-585-0201	1,000	1,000	1,000	1,000
FRINGE BENEFITS	10-585-0700	12,025	12,025	12,025	12,025
STATE PERMIT FEES	10-585-1000	1,000	750	750	750
TELEPHONE	10-585-1100	325	300	300	300
UTILITIES, FUEL, LIGHTS	10-585-1300	12,000	6,000	6,000	6,000
TRAVEL, SCHOOLS, CONFERENCES	10-585-1400	500	500	500	500
MAINTENANCE & REPAIR-BLDG	10-585-1500	7,500	7,500	7,500	7,500
MAINT & REPAIR VEHICLES	10-585-1700	15,000	15,000	15,000	15,000
GAS, OIL, TIRES	10-585-3100	6,200	6,200	6,200	6,200
OFFICE SUPPLIES & MATERIALS	10-585-3300	500	500	500	500
OTHER SUPPLIES & MATERIALS	10-585-3400	2,000	2,000	2,000	2,000
UNIFORMS AND ACCESSORIES	10-585-3600	800	800	800	800
CONTRACTED MAINT VEHICLES	10-585-4400	2,500	2,500	2,500	2,500
CONTRACTED MAINTENANCE	10-585-4500	2,000	2,000	2,000	2,000
SOFTWARE SUBSCRIPTION & MAINT	10-585-5300	2,500	2,100	2,100	2,100
INSURANCE	10-585-5400	2,000	2,000	2,000	2,000
MISCELLANEOUS EXPENSE	10-585-5700	2,000	1,900	1,900	1,900
WORKERS COMPENSATION	10-585-5800	1,500	1,500	1,500	1,500
CAPITAL OUTLAY: EQUIPMENT	10-585-7400	37,000	7,000	7,000	7,000
PRINCIPAL ON LONG TERM DEBT	10-585-8100	63,000	66,000	66,000	66,000
INTEREST ON LONG TERM DEBT	10-585-8200	22,000	19,000	19,000	19,000
TOTALS		232,470	195,695	195,695	195,695

CITY OF ASHEBORO
HUMAN RESOURCES DEPARTMENT
ORGANIZATIONAL CHART



HUMAN RESOURCES

GENERAL INFORMATION

The Human Resources Department under the direction of the Human Resources Director has the responsibility of OSHA compliance, employee safety and wellness, workers compensation, liability insurance, health insurance and the personnel functions of the City. This requires orientation and training for both new and existing employees in order to stay in compliance with ever changing regulations. The City Nurse promotes wellness to all city employees. She accomplishes this through pre-employment and annual physicals as well as education and counseling. The City Nurse also assists with the workers compensation program for the City. The Personnel Specialist (Recruitment/Benefits) assists in administrating the Personnel Policy for the City of Asheboro. Other duties include interviewing and screening applicants for jobs, updating the Personnel Policy, job descriptions, the pay classification plan and assisting with the administration of the employee benefits package. The Safety Coordinator is responsible for the administration of OSHA compliance, workers compensation, liability insurance, and employee safety programs.

OBJECTIVES

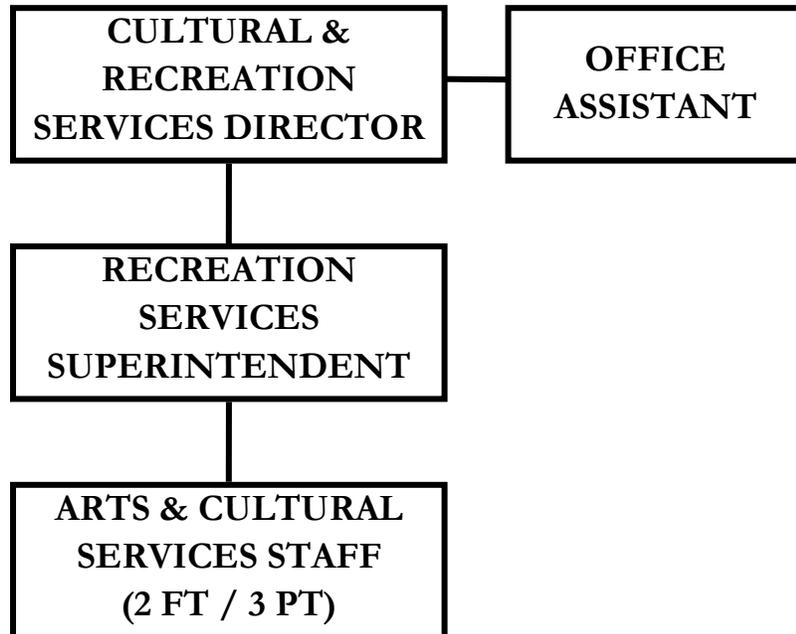
- To make the City of Asheboro a safe and healthy workplace.
- To direct the personnel function for the City.
- To administer the employee benefits package.
- To promote employee safety and wellness programs.
- To promote ways to reduce liability for the City.
- To file all workers compensation and liability insurance claims in an expedient manner.
- To maintain employee records.
- To educate employees in areas affecting their jobs.

**HUMAN RESOURCES DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-590

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-590-0200	122,695	122,695	122,695	122,695
PROFESSIONAL SERVICES	10-590-0400	22,000	22,000	22,000	22,000
PROFESSIONAL SERVICES- Wellness	10-590-0401	172,000	124,000	124,000	124,000
EMPLOYEE HEALTH PROGRAM- wellness	10-590-0500	17,000	13,000	13,000	13,000
FRINGE BENEFITS	10-590-0700	36,032	36,032	36,032	36,032
TELEPHONE	10-590-1100	5,000	4,500	4,500	4,500
INTERNET SERVICE	10-590-1101	8,950	8,950	8,950	8,950
UTILITIES, FUEL & LIGHTS	10-590-1300	2,500	2,500	2,500	2,500
TRAVEL, SCHOOLS & CONFERENCES	10-590-1400	3,200	2,500	2,500	2,500
TRAVEL, SCHOOLS & CONFERENCES	10-590-1401	2,200	500	500	500
MAINTENANCE & REPAIR-BUILDING	10-590-1500	800	800	800	800
MAINTENANCE & REPAIR - EQUIP	10-590-1600	750	750	750	750
MAINTENANCE & REPAIR-VEHICLES	10-590-1700	1,200	200	200	200
MAINT & REPAIR-VEHICLES- wellness	10-590-1701	200	200	200	200
COMPUTER PROGRAMMING / support	10-590-2000	3,200	3,200	3,200	3,200
GAS, OIL & TIRES	10-590-3100	300	200	200	200
GAS, OIL & TIRES-wellness	10-590-3101	200	200	200	200
OFFICE SUPPLIES	10-590-3300	7,500	6,000	6,000	6,000
OTHER SUPPLIES AND MATERIALS	10-590-3400	6,600	4,570	4,570	4,570
SAFETY SUPPLIES & MATERIALS	10-590-3401	7,500	4,500	4,500	4,500
UNIFORMS-ACCESSORIES	10-590-3600	500	500	500	500
AWARDS/ RECOGNITIONS	10-590-4000	8,200	5,500	5,500	5,500
DUES AND SUBSCRIPTIONS	10-590-5300	3,300	2,200	2,200	2,200
DUES AND SUBSCRIPTIONS-wellness	10-590-5301	120	120	120	120
INSURANCE	10-590-5400	2,500	2,500	2,500	2,500
WORKERS COMPENSATION	10-590-5800	2,000	2,000	2,000	2,000
SMALL EQUIPMENT NON CAP	10-590-6000	5,500	1,500	1,500	1,500
TOTALS		441,947	371,617	371,617	371,617

CITY OF ASHEBORO
ARTS & CULTURAL SERVICES DEPARTMENT
ORGANIZATIONAL CHART



ARTS AND CULTURAL SERVICES DEPARTMENT

GENERAL INFORMATION

This department is responsible for the administration and the organization of the arts and cultural programs, activities and facilities provided by the city.

OBJECTIVES

To provide a complete and comprehensive cultural program for the citizens of Asheboro through a variety of programs, activities and facilities. Specifically:

To provide a variety of arts and crafts classes throughout the year in cooperation with the Randolph Arts Guild.

To provide a well organized Farmers' Market from May-October.

To provide a wide variety of programs and events and oversee the operations of the Sunset Theatre.

To provide the following facilities for public use: Downtown Farmers' Market, Sunset Theater and Rotary Pavilion at Bicentennial Park.

To offer a variety of special activities and events for the citizens of Asheboro, including, but not limited to the Summer Concert Series, Art May-Ham Craft and Food Festival, Father/Daughter Valentines Dance, Trick or Treat in the Park and the Asheboro Community Choir.

**ARTS & CULTURAL SERVICES DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-615

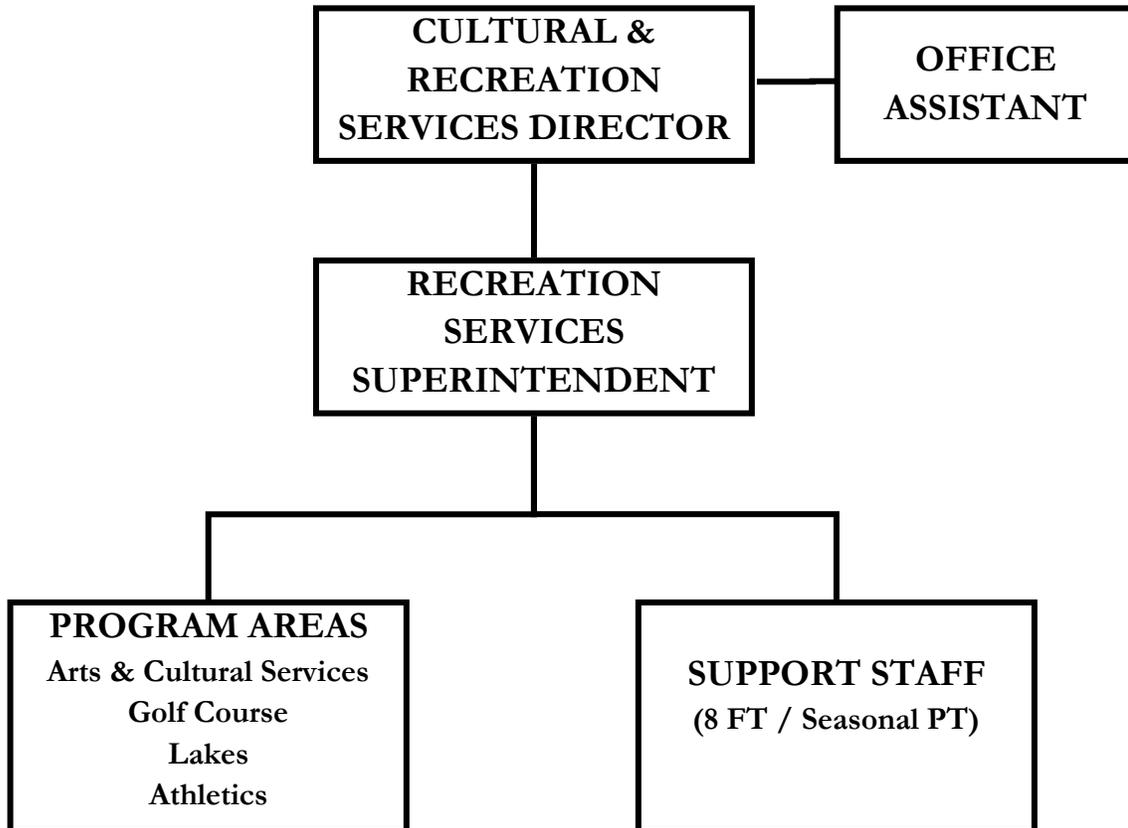
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-615-0200	63,364	63,364	63,364	63,364
PART TIME WAGES	10-615-0200	20,100	20,100	20,100	20,100
PROF SERVICES	10-615-0400	8,000	8,000	8,000	8,000
FRINGE BENEFITS	10-615-0700	22,855	22,855	22,855	22,855
PROGRAMS	10-615-1200	12,000	4,000	4,000	4,000
PROGRAMS-SUNSET THEATER	10-615-1201	20,000	20,000	20,000	20,000
PROGRAMS- CONCERT SERIES	10-615-1202	20,000	20,000	20,000	20,000
PROGRAMS- ARTS GUILD	10-615-1203	17,000	17,000	17,000	17,000
PROGRAMS- MALL PLAYGROUND	10-615-1204	10,000	10,000	10,000	10,000
PROGRAMS- SENIOR ADULT CENTER	10-615-1205	42,000	42,000	42,000	42,000
UTIL., FUEL, LGHTS- SUNSET THEATER	10-615-1301	9,500	9,500	9,500	9,500
UTIL., FUEL, LGHTS- FARMERS MKT	10-615-1302	1,700	1,700	1,700	1,700
TRAVEL, SCHOOLS & CONFERENCES	10-615-1400	500	500	500	500
MAINT & REPAIR- SUNSET THEATER	10-615-1501	6,000	6,000	6,000	6,000
OFFICE SUPPLIES & PRINTING	10-615-3300	4,000	4,000	4,000	4,000
OTHER SUPPLIES AND MATERIALS	10-615-3400	6,000	6,000	6,000	6,000
ADVERTISING	10-615-3500	2,000	500	500	500
UNIFORMS	10-615-3600	1,000	1,000	1,000	1,000
PURCHASES FOR RESALE	10-615-4800	6,000	6,000	6,000	6,000
INSURANCE	10-615-5400	900	900	900	900
CITYWIDE ART EXHIBIT	10-615-5600	4,300	4,300	4,300	4,300
MISCELLANEOUS EXPENSE	10-615-5700	600	600	600	600
WORKERS COMPENSATION	10-615-5800	1,800	1,800	1,800	1,800
TOTALS		279,619	270,119	270,119	270,119

ARTS & CULTURAL SERVICES DEPARTMENT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 10-615

Item	Remarks	Acct. #	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
EXPLANATIONS: Ranked by account number						
Professional Services	Community Choir Director Expense (if current understanding continues)	0400	8,000	8,000	8,000	8,000
Programs	Would like to reclassify special events normally in Recreation (620) to Cultural in 2011-2012. Now that there is a Cultural division these special events that are more Cultural in nature should be included in (615). Increased request will cover Father/ Daughter Valentines Dinner & Dance, Trick Treat in the park, Light Globe Workshop, Art May-Ham and Easter Eggstravaganza plus new Cultural special event offerings.	1200	12,000	12,000	12,000	12,000
Programs - Arts Guild	Amount historically set by City Manager. Department requests the same amount as 2010-2011.	1203	17,000	17,000	17,000	17,000
Programs - Mall Playground	Contract was extended for a three year commitment. 2011-20112 will be the second year of the new agreement.	1204	10,000	10,000	10,000	10,000
Programs - Senior Adult Center	Request sent to City Manager by senior Adults Current Year budget \$22000	1205	42,000	42,000	42,000	42,000
Maintenance & Repair - Sunset Theatre	Current fiscal year spending has been kept to bare minimum and new FY request is reduced due to pending renovation.		6,000	6,000	6,000	6,000
Citywide Art Exhibit	Amount historically set by City Manager. Department requests the same amount as 2010-2011.	5600	4,300	4,300	4,300	4,300

CITY OF ASHEBORO
RECREATION SERVICES DEPARTMENT
ORGANIZATIONAL CHART



RECREATION SERVICES DEPARTMENT

GENERAL INFORMATION

This department is responsible for the administration and the organization of the recreation programs, activities and facilities provided by the city.

OBJECTIVES

To provide a complete and comprehensive recreation program for the citizens of Asheboro through a variety of recreation programs, activities and facilities. Specifically:

To organize and administer youth sports programs including but not limited to football, cheerleading, basketball, baseball and softball.

To organize and administer a variety of adult sports programs including softball throughout the year.

To provide a variety of special events including but not limited to: Fall Festival 10K Run, Rolling in Randolph 25-50-100 Bike Ride, Special Trips, Easter Egg Hunts, Skateboard and Disc Golf Tournaments, Saturday Slugfest, etc.

To operate the W. W. Thomas Tennis Facility and to provide instructional programs for youth and adults and Adult Leagues.

To offer a comprehensive aquatic program during the summer months with an emphasis on public swim and lessons.

To provide a variety of events and activities for Special Olympians through assisting the Randolph County Special Olympics Committee.

To provide recreation opportunities at the municipal lakes.

To conduct Randolph County Senior Games by offering a variety of events for senior citizens in cooperation with the Senior Games Committee.

To provide the following facilities for public use: Asheboro Skate Park, Bicentennial Park, Various Community Parks (Eastside, Frazier, Hammer, Kiwanis, Memorial, North Asheboro, Park Street, Westwood), Lake Lucas, Lake Reese, and McCrary Ball Park.

To provide certain facilities for the athletic and club teams associated with the Asheboro City Schools.

**RECREATION SERVICES DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-620

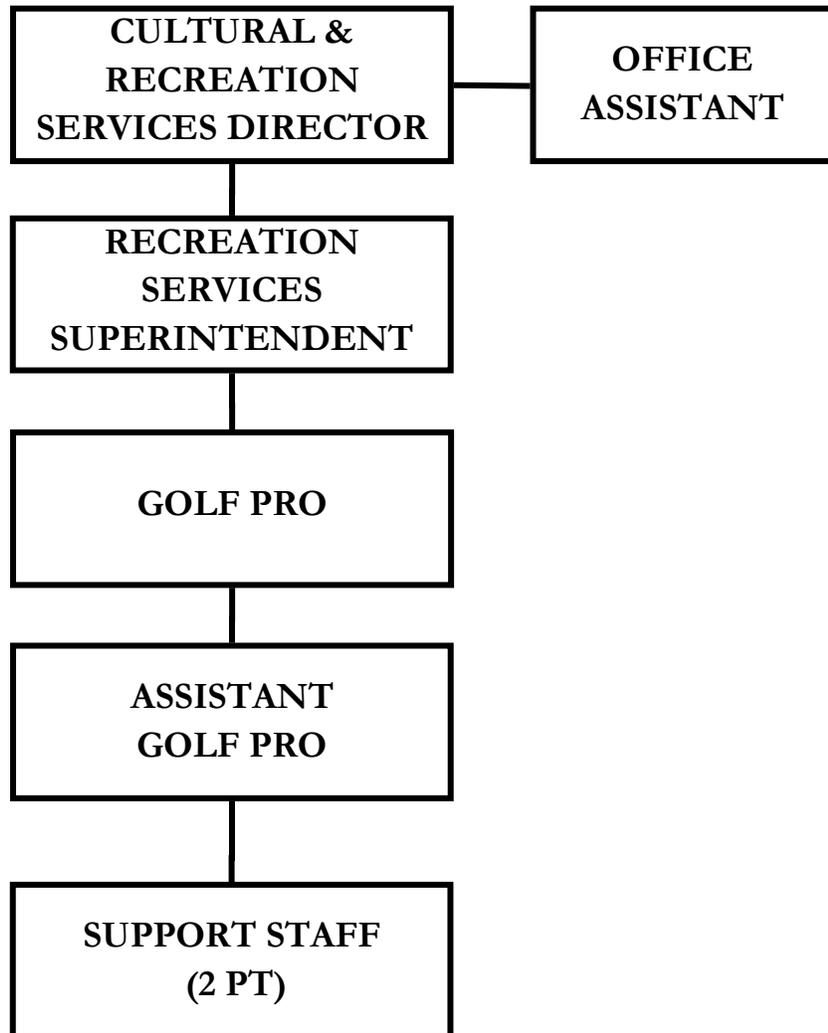
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-620-0200	230,238	230,238	230,238	230,238
PART TIME WAGES	10-620-0200	20,000	20,000	20,000	20,000
SEASONAL WAGES	10-620-0200	126,000	126,000	126,000	126,000
PROF SVC-CONTRACT BOYS/ GIRLS CLUB	10-620-0402	25,000	25,000	25,000	25,000
PROGRAM INSURANCE	10-620-0600	4,000	4,000	4,000	4,000
FRINGE BENEFITS	10-620-0700	99,305	99,305	99,305	99,305
TELEPHONE	10-620-1100	13,000	11,500	11,500	11,500
INTERNET SERVICE	10-620-1101	10,000	9,600	9,600	9,600
ATHLETIC PROGRAMS	10-620-1200	80,000	80,000	80,000	80,000
OTHER PROGRAMS	10-620-1201	18,000	18,000	18,000	18,000
MCCRARY PARK LEASE	10-620-1202	18,240	18,240	18,240	18,240
UTILITIES, FUEL, LIGHTS	10-620-1300	70,000	70,000	70,000	70,000
UTILITIES, FUEL & LTS-SKATE PARK	10-620-1303	4,000	4,000	4,000	4,000
TRAVEL, SCHOOLS & CONFERENCES	10-620-1400	2,500	2,500	2,500	2,500
MAINTENANCE & REPAIR - BLDG	10-620-1500	6,000	6,000	6,000	6,000
MAINTENANCE & REPAIR-EQUIP	10-620-1600	15,000	15,000	15,000	15,000
MAINTENANCE & REPAIR-VEH PART	10-620-1700	2,500	2,500	2,500	2,500
GAS, OIL AND TIRES	10-620-3100	3,500	3,500	3,500	3,500
OFFICE SUPPLIES & PRINTING	10-620-3300	8,000	7,000	7,000	7,000
COPY MACHINE LEASE	10-620-3301	2,500	2,500	2,500	2,500
OTHER SUPPLIES AND MATERIALS	10-620-3400	54,000	54,000	54,000	54,000
ADVERTISING	10-620-3500	1,500	1,500	1,500	1,500
UNIFORMS	10-620-3600	4,000	4,000	4,000	4,000
CONTRACTED MAINTENANCE	10-620-4500	5,000	5,000	5,000	5,000
PURCHASES FOR RESALE	10-620-4800	45,000	45,000	45,000	45,000
STATE SALES TAX REPORT	10-620-4900	5,000	5,000	5,000	5,000
INSURANCE	10-620-5400	15,000	15,000	15,000	15,000
MISCELLANEOUS EXPENSE	10-620-5700	2,500	2,500	2,500	2,500
MERCHANT FEE	10-620-5701		1,250	1,250	1,250
WORKERS COMPENSATION	10-620-5800	14,000	14,000	14,000	14,000
SMALL EQUIPMENT- NON CAP	10-620-6000	10,750	10,750	10,750	10,750
CAPITAL OUTLAY: EQUIPMENT	10-620-7400	31,300			-
ADA IMPROVEMENTS	10-620-8400	21,500	21,500	21,500	21,500
TOTALS		967,333	934,383	934,383	934,383

RECREATION SERVICES DEPARTMENT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 10-620

Item	Remarks	Acct. #	Department Requested		Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
<u>EXPLANATIONS: Ranked by account number</u>			Qty	Cost			
Prof. Svc-Contract Boys/ Girls Club	Amount historically set by City Manager. Department requests the same amount as 2010-2011.	0402		25,000	25,000	25,000	25,000
Other Programs	Even though FY 2010-2011 is estimated to exceed budgeted amount the FY 2011-2012 request is less due to the request to reclassify some special events as Cultural (615) The Cultural request has been adjusted to show this as well.	1201		18,000	18,000	18,000	18,000
<u>NEW REQUESTS:</u>							
<u>Ranked as to importance of need</u>							
Pool Lifts	By 2012, ADA regulation 1009.2 mandates that any and all commercial pools with 300 linear feet or more needs two means of compliance. Both city swimming pools are over the 300 linear feet limit and each will require 2 lifts each. \$1500 additional approved for misc.	8400	4	20,000	21,500	21,500	21,500
Server for department computers	IT department has stated the need for our server to be updated	6000	1	5,500	5,500	5,500	5,500
Desktop workstations (computers)	IT department has stated the need for our GX 520 workstations to be updated. One has crashed twice in the last 3 months.	6000	5	5,250	5,250	5,250	5,250
Full-Size Pick-up Truck	With the amount of special events and concessions that the department does a vehicle capable of hauling supplies ins needed. The current inventory of vehicles is not adequate. (15 passenger van, minivan, 2 door blazer (handed down by police) and a 2000 compact pick-up)	7400	1	22,000			
Kayaks	Add to the recreation offerings at Lake Lucas	7400	6	3,900			
Canoes	Replace damaged canoes already at Lake Lucas	7400	6	5,400			

CITY OF ASHEBORO
MUNICIPAL GOLF COURSE
ORGANIZATIONAL CHART



MUNICIPAL GOLF COURSE

GENERAL INFORMATION

The City meets the recreational needs of the public through many services sponsored by the Asheboro Cultural and Recreation Services Department. One of the City's most outstanding contributions to public recreation is the municipal golf course. The facility is a nine hole course, Donald Ross design and serves as the home of the city golf championship.

OBJECTIVES

To serve the community by providing a well groomed public golf course.

To promote recreation and athletics through continued sponsorship of the City golf tournament.

To maintain the facility so that play is not adversely affected.

To conduct the following special events:

- Men's City Amateur
- Ladie's City Amateur
- Junior Amateur
- Club Championships
- Parent / Child Tournaments
- Night Golf Tournaments
- Youth Lessons

**MUNICIPAL GOLF COURSE
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-625

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-625-0200	73,636	73,636	73,636	73,636
PART TIME WAGES	10-625-0200	15,050	15,050	15,050	15,050
FRINGE BENEFITS	10-625-0700	23,956	23,956	23,956	23,956
TELEPHONE	10-625-1100	2,200	1,900	1,900	1,900
GOLF PROGRAMS	10-625-1200	5,000	5,000	5,000	5,000
UTILITIES, FUEL & LIGHTS	10-625-1300	11,000	11,000	11,000	11,000
TRAVEL, SCHOOLS & CONFERENCES	10-625-1400	500	500	500	500
MAINTENANCE & REPAIR -BLDG	10-625-1500	10,000	1,000	1,000	1,000
MAINTENANCE & REPAIR-EQUIP	10-625-1600	500	500	500	500
MAINTENANCE & REPAIR-VEH PART	10-625-1700	1,500	1,500	1,500	1,500
GAS, OIL AND TIRES	10-625-3100	7,500	5,500	5,500	5,500
SUPPLIES AND MATERIALS	10-625-3400	22,000	22,000	22,000	22,000
CONTRACTED MAINTENANCE	10-625-4500	2,500	2,500	2,500	2,500
PURCHASES FOR RESALE	10-625-4800	5,500	5,500	5,500	5,500
INSURANCE	10-625-5400	3,500	3,500	3,500	3,500
MISCELLANEOUS EXPENSE	10-625-5700	1,500	1,500	1,500	1,500
WORKERS COMPENSATION	10-625-5800	1,400	1,400	1,400	1,400
CAPITAL OUTLAY: EQUIPMENT	10-625-7400	53,800	-	-	-
TOTALS		241,042	175,942	175,942	175,942

**MUNICIPAL GOLF COURSE
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 10-625

Item	Remarks	Acct. #	Department Requested		Manager Recommended	Manager Recommended	Council Approved
			Qty	Cost	5/5/11	6/9/11	6/28/11
<u>NEW REQUESTS:</u>							
<u>Ranked as to importance of need</u>							
New Roof for Club House	Roof is starting to deteriorate and needs replacement. (Please note that the department has made this same request foar the last couple of years and do not know how much longer the current roof will last.)	1500	1	8,500			
Golf Carts	Current carts are seven (7) years old. A five (5) year cycle is usual for upgrades. The last time the carts were upgraded we got eight (8) years out of them before replacement. Could also possibly do some percent age over 2 or 3 years instead of all at once	7400	22	53,800			

CITY OF ASHEBORO
LIBRARY

LIBRARY

GENERAL INFORMATION

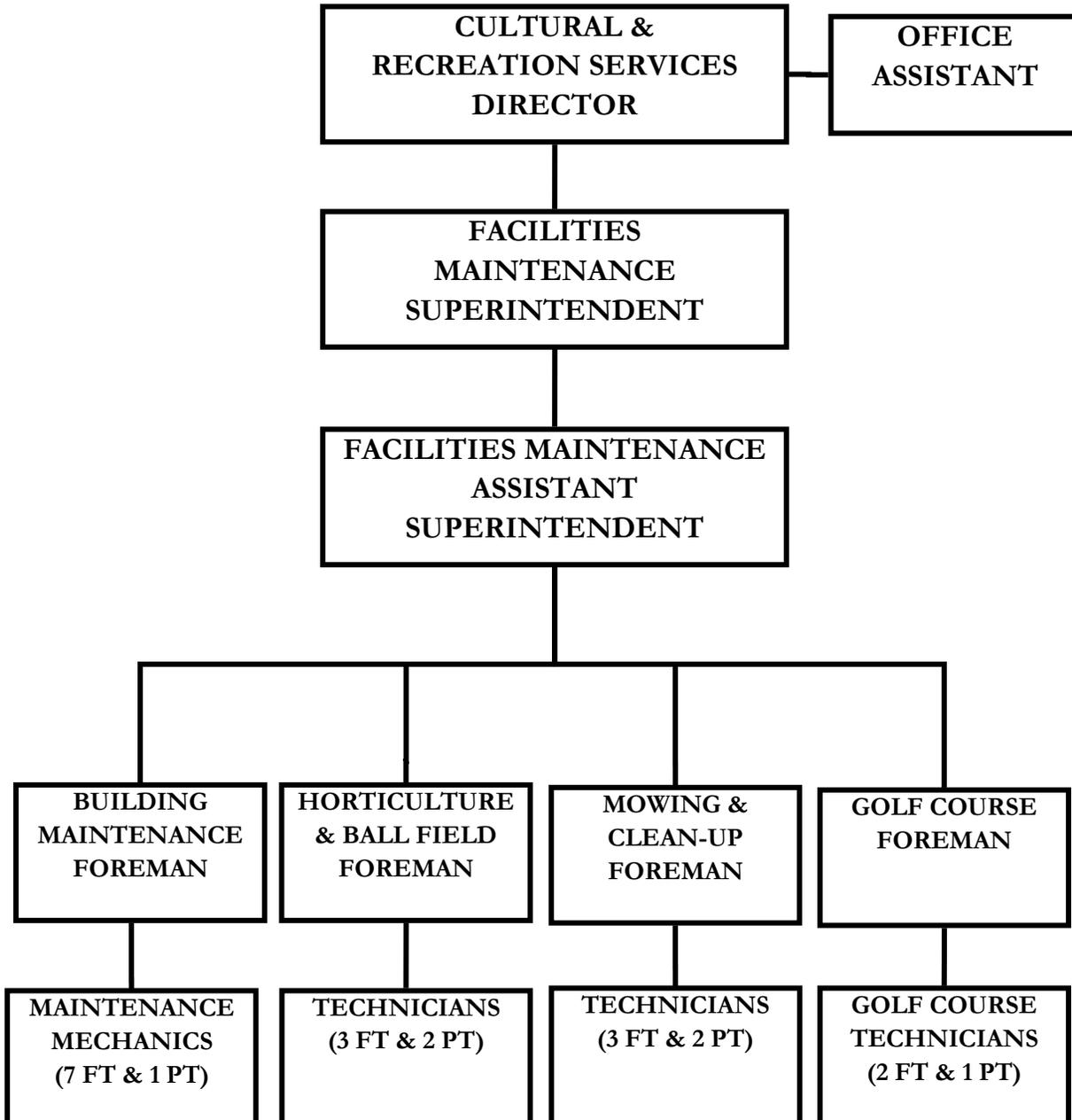
The City of Asheboro provides the Asheboro / Randolph Public Library building and supports the ongoing maintenance of the building and its' equipment. It also provides a satellite location on Sunset Avenue for the Friends of the Library. In FY 2007-2008, the City of Asheboro purchased two old houses adjacent to the main library location. In FY 2010-2011, the City began to convert this space into additional parking for library visitors and staff use.

The City of Asheboro also contributes to the book and periodical selection of reading material available to it's citizens through the Asheboro Public Library.

OBJECTIVES

To provide for a safe facility for all individuals to enjoy.

CITY OF ASHEBORO
FACILITIES MAINTENANCE
ORGANIZATIONAL CHART



FACILITIES MAINTENANCE

GENERAL INFORMATION

This department is responsible for the care and maintenance of the city cemeteries, city parks, ball fields, lakes and adjoining facilities, and the municipal golf course. In addition to the care of the grounds of city property and public lands, the department is responsible for the maintenance of the buildings and equipment at these facilities.

OBJECTIVES

To maintain city parks, lakes and cemeteries for the enjoyment of the citizens of Asheboro. Specifically:

To maintain city parks, lakes, golf course and ball fields in an appealing manner.

To provide a safe environment for the facility users.

To maintain the city cemeteries so as to provide an appropriate environment.

To continue cooperation between other governmental units in facility use and preparation.

To develop and maintain landscape areas of the City including Hwy 220 Bypass Project.

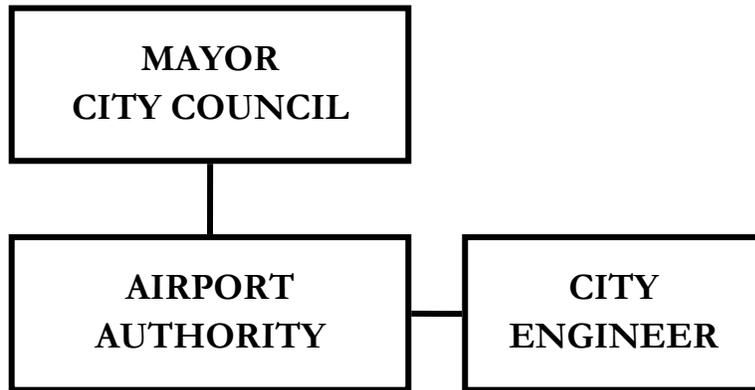
**FACILITIES MAINTENANCE DEPARTMENT
GENERAL FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 10-640

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	10-640-0200	852,157	852,157	852,157	852,157
PART TIME WAGES		99,400	99,400	99,400	99,400
OVERTIME EXPENSE	10-640-0201	30,000	30,000	30,000	30,000
FRINGE BENEFITS	10-640-0700	298,981	298,981	298,981	298,981
TELEPHONE	10-640-1100	8,500	8,500	8,500	8,500
INTERNET SERVICE	10-640-1101	10,000	9,000	9,000	9,000
UTILITIES, LIGHTS, AND FUEL	10-640-1300	10,000	8,600	8,600	8,600
TRAVEL, SCHOOLS, CONFERENCES	10-640-1400	50,000	5,000	5,000	5,000
MAINTENANCE AND REPAIR -BLDG	10-640-1500	20,000	18,500	18,500	18,500
MAINTENANCE & REPAIR - EQUIP	10-640-1600	21,000	21,000	21,000	21,000
MAINTENANCE & REPAIR-VEH PART	10-640-1700	35,000	35,000	35,000	35,000
GAS, OIL AND TIRES	10-640-3100	39,000	39,000	39,000	39,000
OFFICE SUPPLIES AND PRINTING	10-640-3300	3,500	3,500	3,500	3,500
OTHER SUPPLIES AND MATERIALS	10-640-3400	30,000	28,000	28,000	28,000
HORTICULTURE SUPPLIES	10-640-3401	12,000	11,000	11,000	11,000
HORTICULTURE SUPPLIES BY PASS	10-640-3402	6,500	6,500	6,500	6,500
SAFETY SUPPLIES	10-640-3403	6,500	6,000	6,000	6,000
JANITORIAL SUPPLIES	10-640-3404	19,000	18,000	18,000	18,000
UNIFORMS	10-640-3600	18,000	18,000	18,000	18,000
CONTRACTED MAINT - VEHICLES	10-640-4400	2,500	2,000	2,000	2,000
CONTRACTED MAINTENANCE	10-640-4500	12,000	10,000	10,000	10,000
INSURANCE	10-640-5400	30,000	30,000	30,000	30,000
COMMUNITY APPEARANCE	10-640-5500		10,000	10,000	10,000
MISCELLANEOUS EXPENSE	10-640-5700	3,000	3,000	3,000	3,000
WORKERS COMPENSATION	10-640-5800	24,000	24,000	24,000	24,000
SMALL EQUIPMENT NON CAP	10-640-6000	7,500	6,000	6,000	6,000
CAPITAL OUTLAY: EQUIPMENT	10-640-7400	109,500	-	-	-
PRINCIPAL ON LONG-TERM DEBT	10-640-8100	21,000	14,255	14,255	14,255
INTEREST ON LONG-TERM DEBT	10-640-8200	800	2,193	2,193	2,193
TOTALS		1,779,838	1,617,586	1,617,586	1,617,586

CITY OF ASHEBORO

AIRPORT AUTHORITY ORGANIZATIONAL CHART



AIRPORT AUTHORITY

GENERAL INFORMATION

The City of Asheboro owns and maintains a regional airport that serves the citizens of both Asheboro and Randolph County. The airport features a 5,500 foot lighted and paved runway with parallel taxiway, 43 single aircraft hangars, 2 multiple aircraft hangars, tie down apron space for 38 aircraft and an aircraft museum. The airport provides aircraft maintenance, avionics service and maintains a staff field operator during the daylight hours to provide for safety and air traffic control.

OBJECTIVES

To provide a safe and well maintained airport for commercial and private users.

To meet all federal and state safety and operational guidelines for regional airports.

PROJECTS COMPLETED FY 2010-2011

- Design of Airport water & sewer line extensions, and the Airport/Tot Hill Farm sewer pump station and force main

PROJECTS SCHEDULED FY 2011-2012

- Construction of Airport water & sewer line extensions, and the Airport/Tot Hill Farm sewer pump station and force main
- Design of taxi lane and hangar site preparation, obstruction clearing at the north end of the runway and terminal area pavement rehabilitation
- .



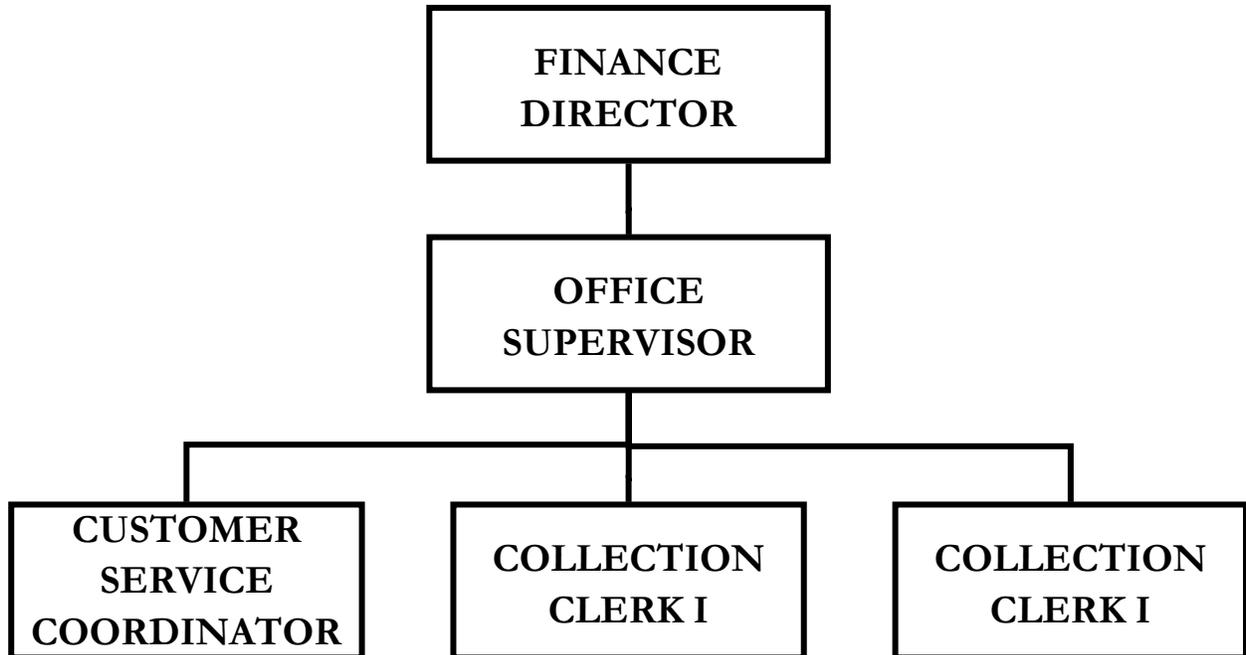
WATER & SEWER FUND

**CITY OF ASHEBORO ANNUAL BUDGET
WATER & SEWER FUND REVENUES
FY 2011-2012**

Fund Code: 30

ACCOUNT	Number	FY 11-12		
		Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
INTEREST EARNED ON INVESTMENTS	329-0000	39,280	39,280	39,280
RENTS - SPRINT	331-0300	23,803	23,803	23,803
RENTS - AT&T	331-0400	47,000	47,000	47,000
RENTS - VERIZON	331-0500	20,700	20,700	20,700
MISCELLANEOUS REVENUE	335-0000	57,760	57,760	57,760
RECOVERY OF BAD DEBTS	335-0500	54,212	54,212	54,212
PERSONAL USE OF CITY VEHICLES	335-0600	2,988	2,988	2,988
SALE OF WATER	371-0100	6,536,579	6,461,579	6,461,579
SEWER CHARGES	371-0200	4,938,652	4,814,140	4,814,140
SAMPLING AND MONITORING FEES	372-0000	53,562	53,562	53,562
SURCHARGES	372-0100	253,545	253,545	253,545
SEPTIC TANK DISCHARGES	372-0200	38,130	38,130	38,130
WATER TAPS AND CONNECTION FEES	373-0000	98,045	98,045	98,045
SEWER TAPS AND CONNETION FEES	374-0000	12,350	12,350	12,350
LATE-RECONNECTION FEES	375-0000	252,607	248,262	248,262
RETURNED CHECK FEES	376-0000	5,450	5,450	5,450
WATER/ SEWER LINE EXT - REIMBURSEMENT	377-0000	340	340	340
SALE OF MATERIALS - SERVICES	381-0000	10,786	10,786	10,786
PROCEEDS LEASE (FINANCING)	385-0100	187,000	187,000	187,000
WATER - SEWER FD. REV. EST.		12,632,789	12,428,932	12,428,932
RETAINED EARNINGS ALLOCATION	399-0000	311,009	-	-
TOTAL WATER - SEWER FD. REV.		12,943,798	12,428,932	12,428,932

CITY OF ASHEBORO
BILLING & COLLECTION
ORGANIZATIONAL CHART



BILLING AND COLLECTION DEPARTMENT

GENERAL INFORMATION

The major purpose of the Billing and Collection Department is to provide efficient and accurate service to all billing customers. The Billing and Collection Department handles the billing for various water and sewer utility services and in conjunction with the Sanitation department, they process the billing for various sanitation services such as commercial dumpster collection.

Duties performed by departmental staff include the processing of customer orders for the start, termination or transfer of water services; billing of residential customers on a bimonthly basis; billing of all commercial entities on a monthly basis; receiving and processing payments; handling of customer service, billing problems and customer complaints; keeping correct records on customer accounts; processing permits for the discharge of holding tank waste, billing and processing payments for the users of bulk water; billing and processing payments of industries for sampling and monitoring fees and surcharges for excessive pollutants, billing and processing payments of residential (as applicable) and commercial for garbage charges.

OBJECTIVES

The work objective is to provide the citizens of Asheboro with efficient services at the most economical costs.

Specific goals include:

To ensure that all water and sewer accounts remain current, past due notices will be mailed on or about the 16th of each month. Additionally, on or about the 26th of each month delinquent accounts service will be disconnected. If payment is not remitted, accounts will be turned over to an outside agency for collection.

To have readings rechecked on water bills as applicable before billing and to notify customers, either by phone or by information tags left on doors whenever possible, of possible leaks as detected by higher than normal consumption for that location. This procedure saves the customer money and also keeps the water loss to a minimum.

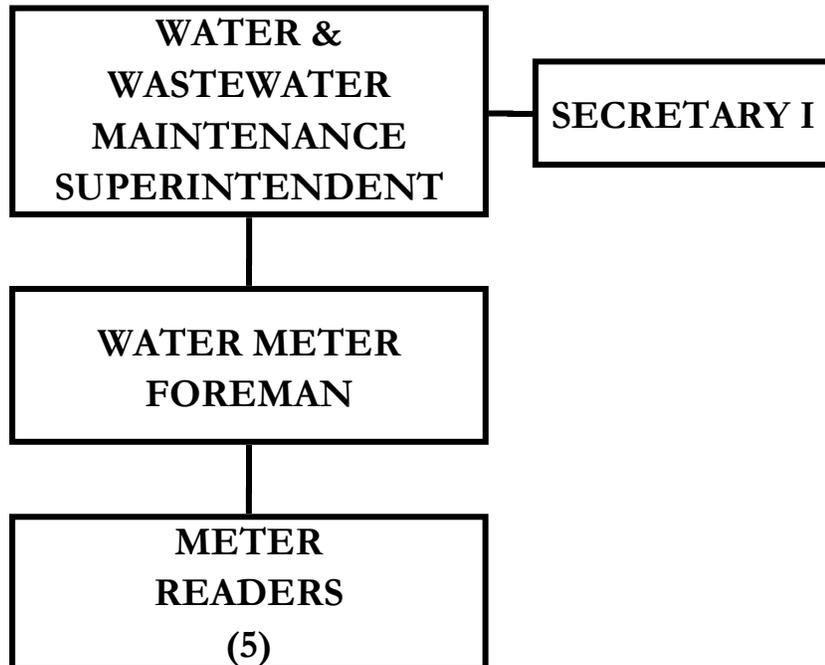
To assure that accounts receivable information is current and accurate; all accounts will be balanced monthly.

**BILLING & COLLECTION DEPARTMENT
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-720

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-720-0200	204,637	236,638	236,638	236,638
FRINGE BENEFITS	30-720-0700	60,056	73,639	73,639	73,639
TELEPHONE, PAGERS	30-720-1100	884	884	884	884
TRAVEL, SCHOOLS, CONF	30-720-1400	250	250	250	250
MAINTENANCE & REPAIR-EQUIP	30-720-1600	2,500	2,500	2,500	2,500
COMPUTER PROGRAMMING	30-720-2000	1,000	1,000	1,000	1,000
OFFICE SUPPLIES AND PRINTING	30-720-3300	7,000	7,000	7,000	7,000
COMPUTER SUPPLIES & EQUIPMENT	30-720-3301	1,000	1,000	1,000	1,000
POSTAGE	30-720-3400	60,000	60,000	60,000	60,000
UNIFORMS	30-720-3600	1,300	1,300	1,300	1,300
CONTRACTED BILLING EXPENSE	30-720-4500	27,000	27,000	27,000	27,000
CREDIT CARD & BANK FEES	30-720-4501	7,000	7,000	7,000	7,000
CONTR SVS- LOCKBOX FEES	30-720-4502	31,000	31,000	31,000	31,000
DUES & SUBSCRIPTIONS-SOFTWARE	30-720-5301	7,200	7,200	7,200	7,200
INSURANCE	30-720-5400	1,500	1,500	1,500	1,500
MISCELLANEOUS EXPENSE	30-720-5700	2,000	2,000	2,000	2,000
WORKERS COMPENSATION	30-720-5800	418	418	418	418
CASH SHORTAGES/ OVERAGES	30-720-5900	200	200	200	200
SMALL EQUIPMENT NON CAP	30-720-6000	1,000	1,000	1,000	1,000
TOTALS		415,945	461,529	461,529	461,529

CITY OF ASHEBORO
WATER METER OPERATIONS
ORGANIZATIONAL CHART



WATER METER OPERATIONS

GENERAL INFORMATION

This department is responsible for the readings of meters in preparation for billing, replacement of worn or defective meters as well as initiating and terminating services to water customers.

OBJECTIVES

To read meters promptly and accurately.

To reduce water revenue loss by replacing worn or defective meters.

To perform all duties in a cost effective manner.

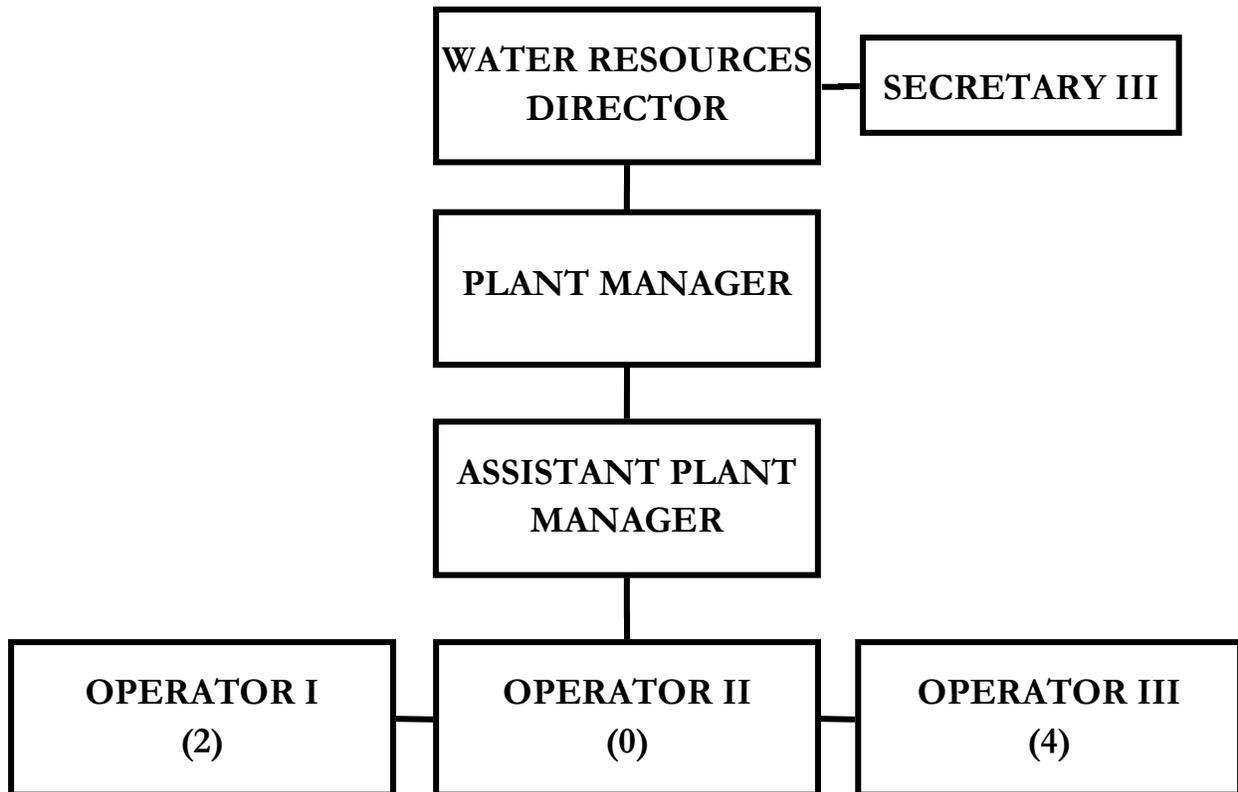
To test water meters as needed for accuracy.

**WATER METER OPERATIONS DEPARTMENT
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-810

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-810-0200	345,879	382,278	382,278	382,278
OVERTIME EXPENSE	30-810-0201	2,500	2,500	2,500	2,500
FRINGE BENEFITS	30-810-0700	86,705	121,074	121,074	121,074
UNEMPLOYMENT COMPENSATION	30-810-0800	3,000	3,000	3,000	3,000
TELEPHONE	30-810-1100	2,200	2,200	2,200	2,200
TRAVEL, SCHOOLS, CONFERENC	30-810-1400	750	750	750	750
MAINT & REPAIR - EQUIPMENT	30-810-1600	1,500	1,500	1,500	1,500
MAINTENANCE & REPAIR-VEH PART	30-810-1700	10,000	10,000	10,000	10,000
GAS, OIL AND TIRES	30-810-3100	16,000	16,000	16,000	16,000
OFFICE SUPPLIES AND PRINTING	30-810-3300	1,500	1,500	1,500	1,500
OTHER SUPPLIES AND MATERIALS	30-810-3400	60,000	60,000	60,000	60,000
METER REPLACEMENT	30-810-3401	40,000	40,000	40,000	40,000
UNIFORMS & ACCESSORIES	30-810-3600	6,000	6,000	6,000	6,000
CONTRACTED MAINT - VEHICLES	30-810-4400	1,500	1,500	1,500	1,500
CONTRACTED MAINTENANCE	30-810-4500	8,500	8,500	8,500	8,500
INSURANCE	30-810-5400	3,500	3,500	3,500	3,500
MISCELLANEOUS EXPENSE	30-810-5700	1,200	1,200	1,200	1,200
WORKERS COMPENSATION	30-810-5800	6,000	6,000	6,000	6,000
TOTALS		596,734	667,502	667,502	667,502

CITY OF ASHEBORO
WATER SUPPLY & TREATMENT PLANT
ORGANIZATIONAL CHART



WATER SUPPLY AND TREATMENT PLANT

GENERAL INFORMATION

Raw water for Asheboro is obtained from three impounding lakes west of the city. The major sources are Lake Lucas having a 1.25 billion gallon capacity and Lake Reese having a capacity of 2.4 billion gallons. Lake Bunch serves as an auxiliary water supply.

Water is treated at the W. L. Brown Water Treatment Plant on Winslow Avenue with a treatment capacity of 12 MGD. Water is pumped from the treatment plant to customers through five high service pumps and stored in six storage tanks with a capacity of 6.66 million gallons. The operators at the treatment plant constantly monitor the system at all points to ensure a clean, pure water supply and exceed requirements of the NCDENR and the EPA.

The total amount of water treated for fiscal year 2010 was 1.574 billion gallons at an average daily consumption rate of 4.31 MGD.

OBJECTIVES

Provide the citizens of Asheboro with a safe, pleasant and adequate supply of potable water at a reasonable cost.

Provide an adequate and safe supply of potable water through a water treatment process which is in accordance with current state and federal water quality standards.

Enhance competent and responsible operational personnel through training, certification and pride in a professional performance.

Ensure operational and treatment control through analytical laboratory performance and data analyses.

**WATER SUPPLY AND TREATMENT PLANT
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-820

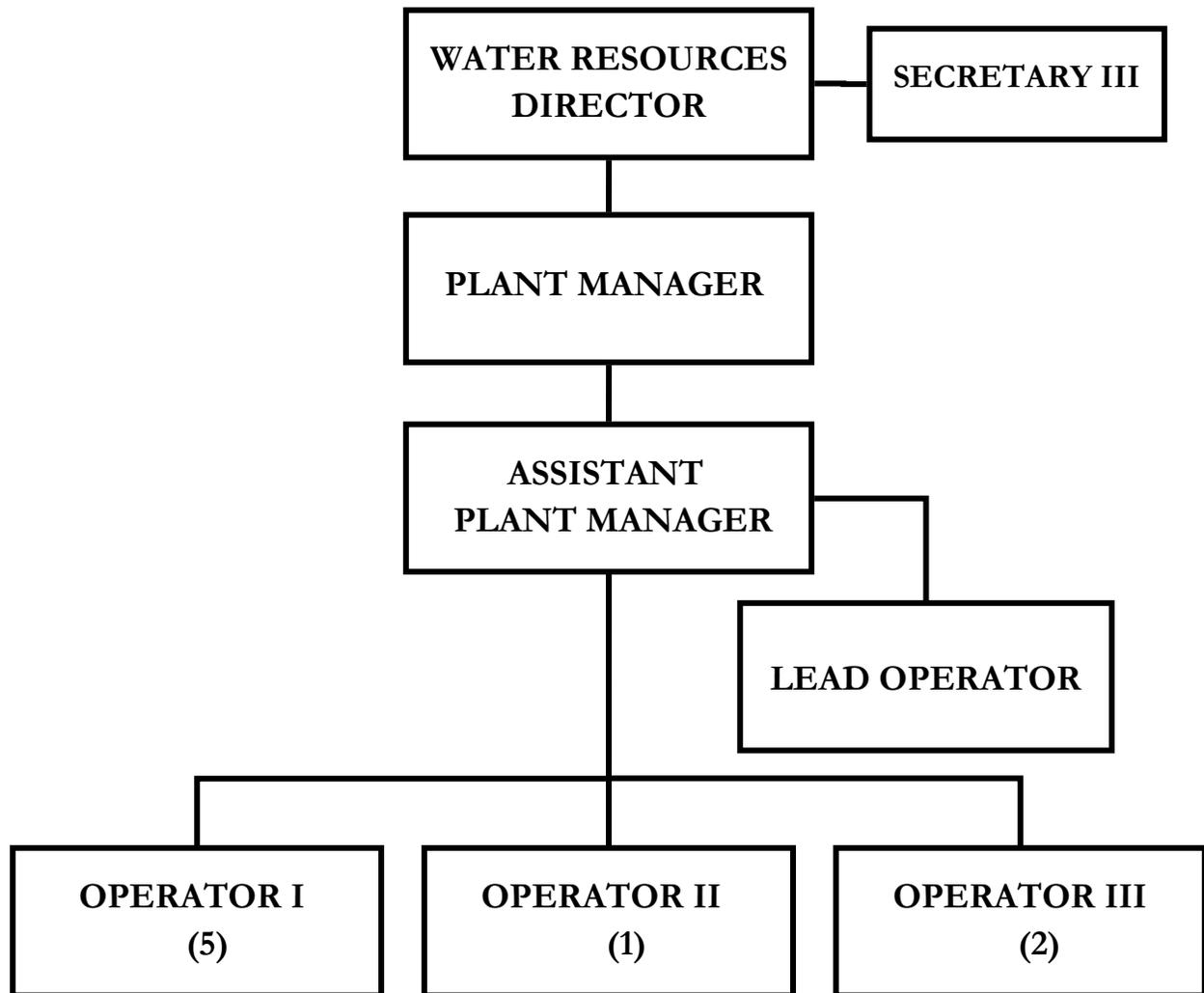
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-820-0200	453,562	501,731	501,731	501,731
OVERTIME EXPENSE	30-820-0201	1,500	1,500	1,500	1,500
ENGINEERING SERVICES	30-820-0400	5,000	5,000	5,000	5,000
FRINGE BENEFITS	30-820-0700	107,638	144,536	144,536	144,536
TELEPHONE	30-820-1100	8,600	8,600	8,600	8,600
INTERNET SERVICE	30-820-1101	9,000	9,000	9,000	9,000
UTILITIES, FUEL AND LIGHTS	30-820-1300	450,000	450,000	450,000	450,000
TRAVEL, SCHOOLS & CONFERENCES	30-820-1400	2,800	2,800	2,800	2,800
MAINT & REPAIR-BLDGS & TANKS	30-820-1500	64,500	29,500	29,500	29,500
MAINTENANCE & REPAIR - EQUIP	30-820-1600	252,110	90,000	90,000	90,000
MAINTENANCE & REPAIR - GENERATORS	30-820-1601	5,000	5,000	5,000	5,000
MAINTENANCE & REPAIR-VEH PART	30-820-1700	2,000	2,000	2,000	2,000
MAINT & REPAIR PUMP STATIONS	30-820-1800	73,500	53,500	53,500	53,500
GAS, OIL AND TIRES	30-820-3100	3,600	3,600	3,600	3,600
OFFICE SUPPLIES AND PRINTING	30-820-3300	8,000	8,000	8,000	8,000
OTHER SUPPLIES AND MATERIALS	30-820-3400	10,000	10,000	10,000	10,000
LAB CHEMICALS AND SUPPLIES	30-820-3450	8,000	8,000	8,000	8,000
CHEMICALS	30-820-3500	390,000	390,000	390,000	390,000
UNIFORMS AND ACCESSORIES	30-820-3600	6,000	6,000	6,000	6,000
CONTRACTED MAINT - VEHICLES	30-820-4400	5,000	5,000	5,000	5,000
CONTRACTED SERVICES	30-820-4500	370,500	-	-	-
INSTRUMENT MAINTENANCE	30-820-4502	8,000	8,000	8,000	8,000
COMPUTER PROGRAM & MAINTENANCE	30-820-4503	3,000	3,000	3,000	3,000
CONTRACTED MAINT - TANKS	30-820-4504	373,910	188,000	188,000	188,000
PERMITS, FEES & CERTIFICATION	30-820-5100	3,800	3,800	3,800	3,800
DUES AND SUBSCRIPTIONS	30-820-5300	2,100	2,100	2,100	2,100
INSURANCE	30-820-5400	13,000	13,000	13,000	13,000
MISCELLANEOUS EXPENSE	30-820-5700	1,500	1,500	1,500	1,500
WORKERS COMPENSATION	30-820-5800	17,000	17,000	17,000	17,000
SMALL EQUIPMENT NON CAP	30-820-6000	5,000	5,000	5,000	5,000
CAPITAL OUTLAY: EQUIPMENT	30-820-7400	79,600	18,600	18,600	18,600
LIBRARY FUND	30-820-7600	500	500	500	500
PRINCIPAL ON LONG TERM DEBT	30-820-8100	250,000	250,000	256,200	256,200
INTEREST ON LONG TERM DEBT	30-820-8200	127,000	127,000	127,308	127,308
TOTALS		3,120,720	2,371,267	2,377,775	2,377,775

**WATER SUPPLY AND TREATMENT PLANT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

Code: 30-820

Item	Acct. #	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
New Lab Sink in Operators Room	1500	15,000			
misc	1500	7,500	7,500	7,500	7,500
Rehab old Caustic Tanks for Alum Use	1500	20,000			
Replace Naocl Day Tanks and Repair Containment Sytem	1500	22,000	22,000	22,000	22,000
Total		64,500	29,500	29,500	29,500
Replace Filter Valve Acturators in North Plant	1600	162,110			
misc	1600	50,000	50,000	50,000	50,000
Replace Globe Valve for H.S.#4	1600	20,000	20,000	20,000	20,000
Replacement 16" Finished Water Flow Meter	1600	9,000	9,000	9,000	9,000
Replacement 24" Finished Water Flow Meter	1600	11,000	11,000	11,000	11,000
Total		252,110	90,000	90,000	90,000
Replace Roof - North Plant Clearwell	4500	154,560			
Replace Roof - South Plant Clearwell	4500	215,940			
Total		370,500	-	-	-
Existing Contract for Daves, Oakie & Shamrock	4504	134,945	134,945	134,945	134,945
Add Hwy 49 Tank	4504	53,055	53,055	53,055	53,055
Add Church St Tank	4504	136,880			
Add US 220 Tank	4504	49,030			
Total		373,910	188,000	188,000	188,000
Replace Pump for Daves Mt. Pump Station	1800	7,500	7,500	7,500	7,500
Replace Globe Valve on 300 hp Pump	1800	16,000	16,000	16,000	16,000
Replace Globe Valve on 450 hp Pump	1800	20,000			
misc	1800	30,000	30,000	30,000	30,000
Total		73,500	53,500	53,500	53,500
WaterGems Water Modeling Software	7400	18,600	18,600	18,600	18,600
New Truck for Water Plant	7400	23,000			
Pax Mixing System for Shamrock Tank	7400	38,000			
Total		79,600	18,600	18,600	18,600

CITY OF ASHEBORO
WASTEWATER TREATMENT PLANT
ORGANIZATIONAL CHART



WASTEWATER TREATMENT PLANT

GENERAL INFORMATION

The City of Asheboro operates a 9.0 MGD (capacity) Trickling Filter/Nitrification Aeration type waste treatment facility that discharges into Haskett's Creek, a class "C" stream. The total volume of wastewater treated during the 2010-2011 fiscal period was 1.24 billion gallons at an average daily flow of 3.40 MGD. The professional staff at the treatment plant constantly monitors the system to ensure effective treatment.

OBJECTIVES

Provide adequate treatment of wastewater which is in accordance with current state and federal regulations.

Enhance competent and responsible operational personnel through training, certification and pride in professional performance.

Protect the treatment works for efficient operation through preventive maintenance program.

Ensure operational and treatment control through analytical laboratory performance and data analyses.

Utilize a beneficial disposal of wastewater sludge through a contractual land agricultural use program.

**WASTEWATER TREATMENT PLANT
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-830

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-830-0200	620,361	1,301,653	679,026	679,026
OVERTIME EXPENSE	30-830-0201	6,000	6,000	6,000	6,000
PROFESSIONAL SERVICES	30-830-0400	18,000	18,000	18,000	18,000
FRINGE BENEFITS	30-830-0700	167,585	211,556	213,009	213,009
TELEPHONE	30-830-1100	11,000	11,000	11,000	11,000
INTERNET SERVICE	30-830-1101	10,000	10,000	10,000	10,000
UTILITIES: WASTEWATER PLANT	30-830-1350	295,000	295,000	295,000	295,000
TRAVEL, SCHOOLS & CONFERENCES	30-830-1400	4,500	4,500	4,500	4,500
MAINTENANCE AND REPAIR - BLDG	30-830-1500	30,000	29,980	30,000	30,000
MAINTENANCE AND REPAIR - EQUI	30-830-1600	598,000	150,000	200,000	200,000
MAINTENANCE & REPAIR-VEH PART	30-830-1700	25,000	25,000	25,000	25,000
GAS, OIL AND TIRES	30-830-3100	17,500	17,500	17,500	17,500
OFFICE SUPPLIES AND PRINTING	30-830-3300	6,000	6,000	6,000	6,000
OTHER SUPPLIES AND MATERIALS	30-830-3400	50,000	50,000	50,000	50,000
CHEMICALS	30-830-3500	270,000	270,000	270,000	270,000
UNIFORMS AND ACCESSORIES	30-830-3600	10,000	10,000	10,000	10,000
CONTRACTED MAINTENANCE - VEH	30-830-4400	5,000	5,000	5,000	5,000
CONTRACTED SERVICES	30-830-4500	265,000	105,000	105,000	105,000
CONT. SERV - INST. MTN	30-830-4502	8,200	8,200	8,200	8,200
CONTR SERV-COMPUTER PROG	30-830-4503	3,500	3,500	3,500	3,500
CONTR SERV-SLUDGE MANAG	30-830-4504	135,000	135,000	135,000	135,000
PERMITS, FEES & CERTIFICATION	30-830-5100	6,000	6,000	6,000	6,000
DUES AND SUBSCRIPTIONS	30-830-5300	12,000	12,000	12,000	12,000
INSURANCE	30-830-5400	25,000	25,000	25,000	25,000
MISCELLANEOUS EXPENSE	30-830-5700	1,000	1,000	1,000	1,000
WORKERS COMPENSATION	30-830-5800	32,000	32,000	32,000	32,000
SMALL EQUIPMENT NON CAP	30-830-6000	4,000	4,000	4,000	4,000
CONTRIB CAPITAL PROJECT (EC Dev)	30-830-7200		700,000	700,000	700,000
EQUIPMENT UNDER CAP THRESHOLD	30-830-7300	3,000	3,000	3,000	3,000
CAPITAL OUTLAY: EQUIPMENT	30-830-7400	1,024,500	127,500	127,500	127,500
LIBRARY FUND	30-830-7600	500	500	500	500
PRINCIPAL ON LONG TERM DEBT	30-830-8100	1,400,000	1,400,000	1,435,000	1,435,000
INTEREST ON LONG TERM DEBT	30-830-8200	355,400	355,400	357,200	357,200
TOTALS		5,419,046	5,339,289	4,804,935	4,804,935

**WASTEWATER TREATMENT PLANT
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL**

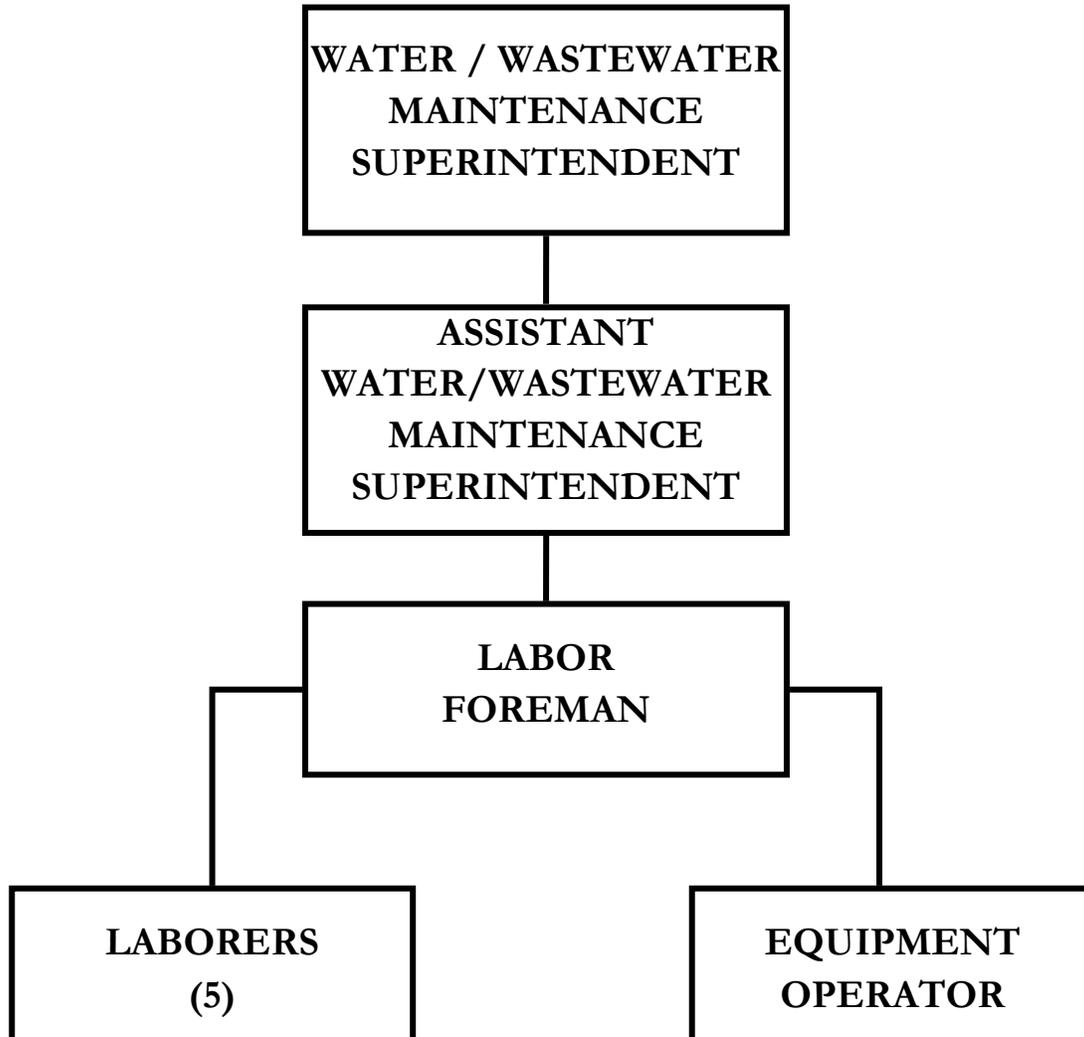
Code: 30-830

Item	Remarks	Acct. #	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
Misc - Standard budgeted amount		1500	10,000	10,000	10,000	10,000
New windows for press building		1500	20,000	20,000	20,000	20,000
Total			30,000	30,000	30,000	30,000
Misc - Standard budgeted amount		1600	215,000	200,000	200,000	200,000
Nitrification air diffusers		1600	100,000			
Sand for drying beds		1600	10,000			
New valves for Nit. Splitter box		1600	30,000			
Additional cost for Digester Cover	part 2 of project 10-11 proj	1600	235,000			
Pressure relief valve Digester #1		1600	8,000			
Total			598,000	200,000	200,000	200,000
Repair air line from old blowers to bridges		4500	100,000			
Repair bridge over Haskets Creek	State mandated painting	4500	65,000	65,000	65,000	65,000
Paint Sludge storage building		4500	60,000			
Inspect and rehab hypo tank	see attached descriptions	4500	40,000	40,000	40,000	40,000
Total			265,000	105,000	105,000	105,000
Transfer to Capital Project	To Economic Development Fund	7200	700,000	700,000	700,000	700,000
Piping for DAF bottom pumping		7400	10,000			
Piping for press filtrate		7400	50,000	10,000	10,000	10,000
New Pickup Truck	Replace 1222 - No transmission	7400	23,000	23,000	23,000	23,000
Control System for Nitrification		7400	130,000			
2 digester sludge pumps		7400	45,000			
New process control meters	Must have	7400	15,000	15,000	15,000	15,000
New grit hopper		7400	30,000			
Trailer for utility vehicle		7400	2,000			
New skid loader	old one in shop, used daily	7400	52,000	52,000	52,000	52,000
Screenings and grit compactor		7400	100,000			
Rubber Tire loader		7400	300,000			
New backhoe		7400	140,000			
Equipment storage building		7400	100,000			
Connect generator and switch to SCADA		7400	6,000	6,000	6,000	6,000
Server for WWTP network		7400	5,500	5,500	5,500	5,500
Parking lot for WWTP		7400	16,000	16,000	16,000	16,000
Total			1,024,500	127,500	127,500	127,500

CITY OF ASHEBORO

WATER MAINTENANCE

ORGANIZATIONAL CHART



WATER MAINTENANCE

GENERAL INFORMATION

The purpose of this department is to maintain the city's water distribution system, consisting of approximately 223 miles of water lines, and to insure an uninterrupted flow of clean, safe water to residential, commercial, and industrial users. In addition to upgrading and replacement of existing water lines, this department also raises and replaces valve boxes, manhole ring covers and fire hydrants as needed. Production of water taps to serve new customers is another function of this department.

OBJECTIVES

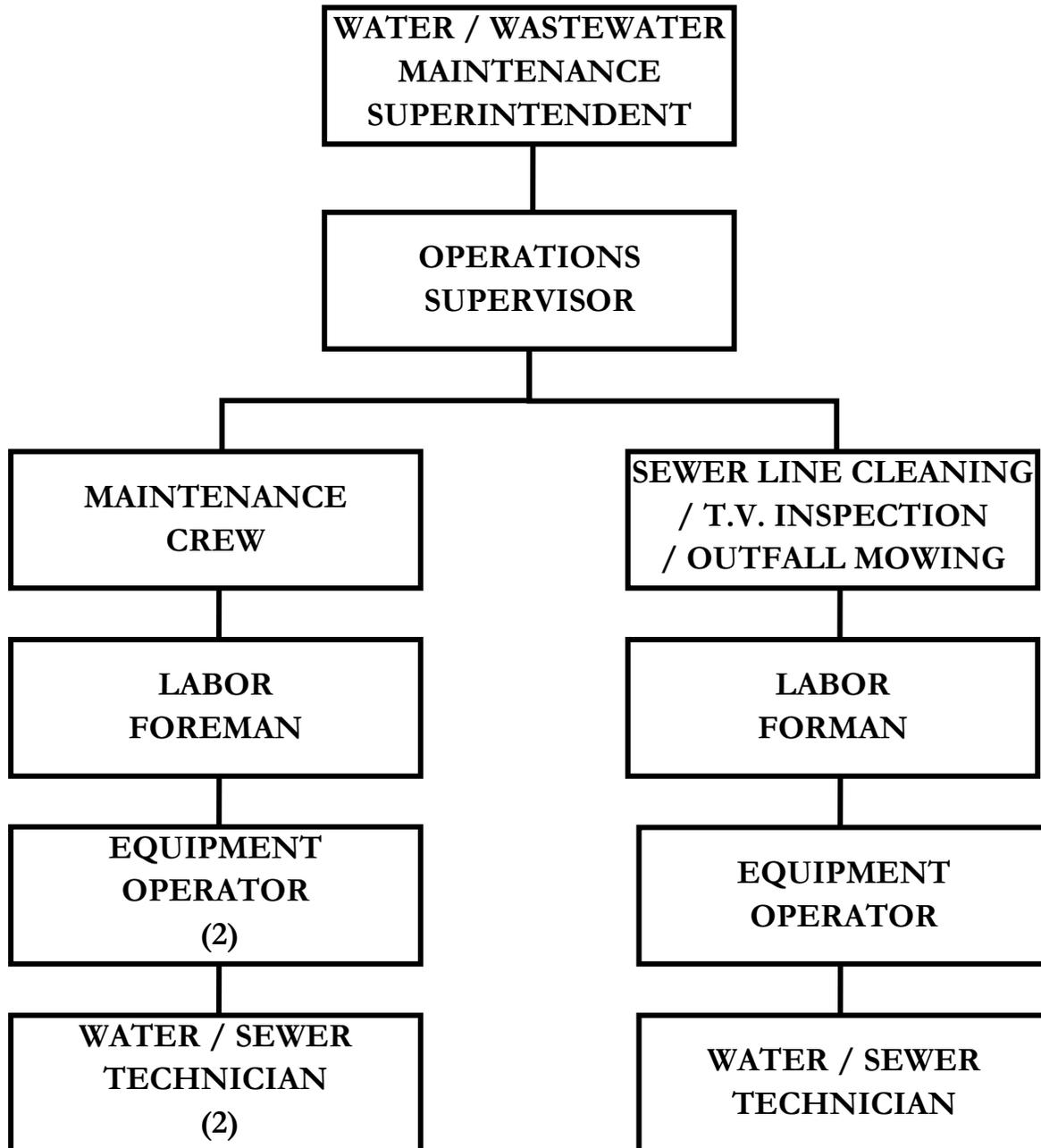
- To maintain a dependable water supply system.
- To perform repair service promptly.
- To reduce water revenue loss by repairing non-serviceable lines.
- To perform preventive maintenance on all service lines.
- To encourage technical proficiency through continuing education.
- To maintain a quality water supply system.
- To flow, inspect and paint all hydrants within the City's system as needed.

**WATER MAINTENANCE
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-840

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-840-0200	415,196	451,594	451,594	451,594
OVERTIME EXPENSE	30-840-0201	35,000	25,000	25,000	25,000
PROFESSIONAL SERVICES	30-840-0400	3,500	3,500	3,500	3,500
FRINGE BENEFITS	30-840-0700	105,332	140,519	141,319	141,319
TELEPHONE	30-840-1100	3,360	3,360	3,360	3,360
TRAVEL, SCHOOLS & CONFERENCES	30-840-1400	2,000	2,000	2,000	2,000
MAINTENANCE & REPAIR - EQUIP	30-840-1600	1,000	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	30-840-1700	32,000	32,000	32,000	32,000
GAS, OIL AND TIRES	30-840-3100	18,000	18,000	18,000	18,000
OFFICE SUPPLIES AND PRINTING	30-840-3300	500	500	500	500
SUPPLIES AND MATERIALS	30-840-3400	155,000	155,000	155,000	155,000
SUPP & MAT - STONE	30-840-3401	35,000	35,000	35,000	35,000
SUPP & MAT -ASPHALT	30-840-3402	3,000	3,000	3,000	3,000
SUPP & MAT-HYDRANT PARTS	30-840-3403	7,500	7,500	7,500	7,500
SUPP & MAT- DOT IMPROVEMENTS	30-840-3404	5,000	5,000	5,000	5,000
UNIFORMS AND ACCESSORIES	30-840-3600	5,000	5,000	5,000	5,000
CONTRACTED MAINTENANCE-VEH	30-840-4400	450	450	450	450
CONTRACTED CONSTRUCTION	30-840-4500	10,000	10,000	10,000	10,000
CONTRACTED CONST-EXTENSION	30-840-4501	50,000	-	-	-
PERMITS, FEES & CERTIFICATIONS	30-840-5100	800	800	800	800
INSURANCE	30-840-5400	8,000	8,000	8,000	8,000
MISCELLANEOUS EXPENSE	30-840-5700	3,000	3,000	3,000	3,000
WORKERS COMPENSATION	30-840-5800	12,000	12,000	12,000	12,000
CAPITAL OUTLAY: EQUIPMENT	30-840-7400	37,910	37,910	37,910	37,910
PRINCIPAL ON LONG TERM DEBT	30-840-8100			4,200	4,200
INTEREST ON LONG TERM DEBT	30-840-8200			210	210
TOTALS		948,548	960,133	965,343	965,343

CITY OF ASHEBORO
WASTEWATER MAINTENANCE
ORGANIZATIONAL CHART



WASTEWATER MAINTENANCE

GENERAL INFORMATION

The basic function of this department is to provide an effective wastewater collection program. This department's responsibility is to perform preventive maintenance to all sewer mains and laterals within the system, make new service taps, repair breaks or blocked sewers and visually inspect all manholes yearly. The system contains approximately 198 miles of sewer lines.

OBJECTIVES

To ensure uninterrupted sewer service by doing as much preventive maintenance as time will allow.

To have all sewer right-of-ways cleared and mowed every year.

To clean and T.V. inspect as time will allow.

To visually inspect manholes for inflow and infiltration.

**WASTEWATER MAINTENANCE
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-850

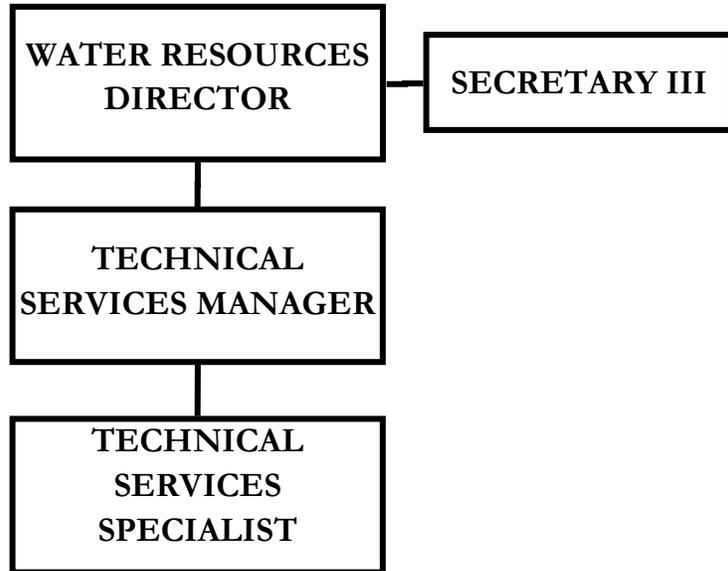
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-850-0200	665,721	702,120	702,120	702,120
OVERTIME EXPENSE	30-850-0201	35,000	35,000	35,000	35,000
PROFESSIONAL SERVICES	30-850-0400	7,000	7,000	7,000	7,000
FRINGE BENEFITS	30-850-0700	183,542	226,732	226,732	226,732
TELEPHONE	30-850-1100	6,300	6,300	6,300	6,300
TRAVEL, SCHOOL AND CONFERENCE	30-850-1400	3,100	3,100	3,100	3,100
MAINTENANCE & REPAIR-EQUIPMEN	30-850-1600	5,000	5,000	5,000	5,000
MAINTENANCE & REPAIR-VEH PART	30-850-1700	70,000	70,000	70,000	70,000
EQUIPMENT RENTAL	30-850-2100	10,000	10,000	10,000	10,000
GAS, OIL AND TIRES	30-850-3100	45,000	45,000	45,000	45,000
OFFICE SUPPLIES AND PRINTING	30-850-3300	1,200	1,200	1,200	1,200
OTHER SUPPLIES AND MATERIALS	30-850-3400	80,000	80,000	80,000	80,000
UNIFORMS AND ACCESSORIES	30-850-3600	8,500	8,500	8,500	8,500
CONTRACTED MAINTENANCE-VEH	30-850-4400	10,500	10,500	10,500	10,500
CONT CONST-SEWER LINE EXT / REPAIR	30-850-4500	300,000	-	-	-
CONT CONST-EXT FOR DEV	30-850-4501	50,000	-	-	-
CONTRACTED MAINTENANCE	30-850-4600	5,000	5,000	5,000	5,000
CONTRACTED MAINT-CHEM ROOT	30-850-4601	88,000	-	-	-
CONTRACTED MAINT-OUTFALL MAINT	30-850-4602	2,500	2,500	2,500	2,500
PERMITS, FEES & CERTIFICATIONS	30-850-5100	6,000	6,000	6,000	6,000
INSURANCE	30-850-5400	28,000	28,000	28,000	28,000
MISCELLANEOUS EXPENSE	30-850-5700	3,500	3,500	3,500	3,500
WORKERS COMPENSATION	30-850-5800	15,000	15,000	15,000	15,000
CAPITAL OUTLAY: EQUIPMENT	30-850-7400	28,000	28,000	28,000	28,000
PRINCIPAL ON LONG TERM DEBT	30-850-8100			7,400	7,400
INTEREST ON LONG TERM DEBT	30-850-8200			370	370
TOTALS		1,656,863	1,298,452	1,306,222	1,306,222

WASTEWATER MAINTENANCE
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 30-850

Item	Remarks	Acct. #	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
Sewer Inflow-Infiltration corrections to prevent overflows		4500	300,000			
Water line extensions for development	Per City Engineer	4501	50,000			
Chemical Root Treatment		4601	88,000			
4 X 4 Pick-Up Truck	Much needed replacment	7400	28,000	28,000	28,000	28,000

CITY OF ASHEBORO
TECHNICAL SERVICES DEPARTMENT
ORGANIZATIONAL CHART



TECHNICAL SERVICES DEPARTMENT

GENERAL INFORMATION

The Technical Services Department performs technical, observational, enforcement and educational work with industries and food service establishments for the protection of the wastewater collection and treatment systems. The Technical Services Department implements and enforces guidelines for direct and indirect contributors into the wastewater collection system. This department also assists in special studies and administration of public education and safety programs for the Water Resources Division.

The City of Asheboro has 16 permitted significant industrial users, 165 food services establishments, 10 authorized septic dischargers and 1 ground water remediation discharger.

OBJECTIVES

Ensure industrial and nondomestic wastewater dischargers meet local, state and federal requirements through permits, allocation of pollutant loadings, monitoring, inspection and enforcement.

Enhance competent and responsible operational personnel through training, certification and pride in professional performance.

Inspect and educate food establishments to ensure wastewater discharges are compliant with regulations and will not contribute to sewer line blockage and overflow.

Prevent the introduction of pollutants and wastewater discharges into wastewater treatment plant which will interfere with the operation of the system.

Work with various public groups to provide education and outreach regarding water resource activities.

**TECHNICAL SERVICES
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-860

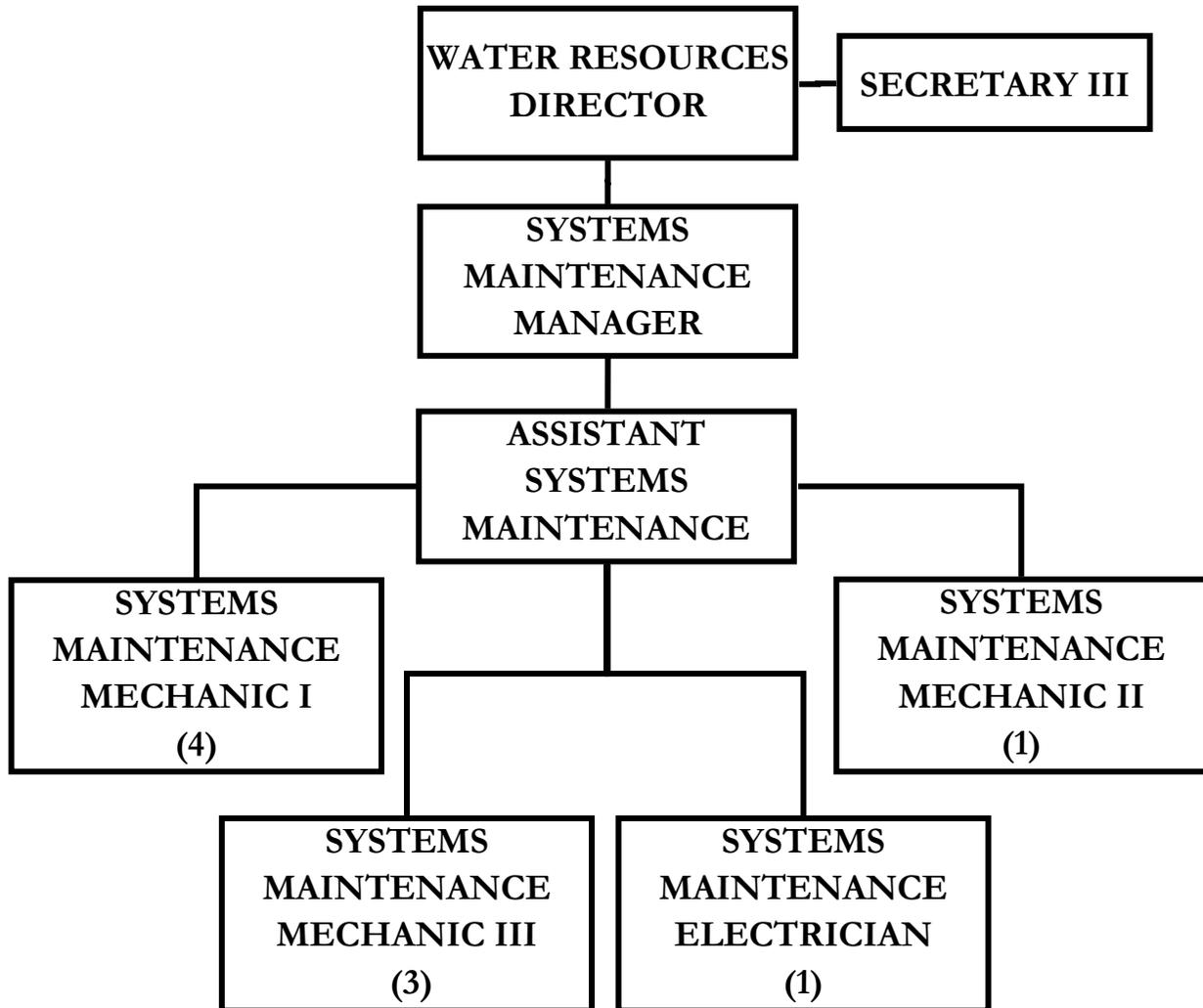
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-860-0200	105,262	106,366	106,366	106,366
FRINGE BENEFITS	30-860-0700	25,396	27,527	27,527	27,527
TELEPHONE	30-860-1100	1,200	1,200	1,200	1,200
TRAVEL, SCHOOL AND CONFERENCE	30-860-1400	2,250	2,250	2,250	2,250
MAINTENANCE & REPAIR-EQUIPMEN	30-860-1600	3,000	3,000	3,000	3,000
MAINTENANCE & REPAIR-VEH PART	30-860-1700	2,000	2,000	2,000	2,000
GAS, OIL AND TIRES	30-860-3100	10,800	10,800	10,800	10,800
OFFICE SUPPLIES AND PRINTING	30-860-3300	1,500	1,500	1,500	1,500
OTHER SUPPLIES AND MATERIALS	30-860-3400	17,000	17,000	17,000	17,000
UNIFORMS AND ACCESSORIES	30-860-3600	1,500	1,500	1,500	1,500
PERMITS, FEES & CERTIFICATIONS	30-860-5100	1,000	1,000	1,000	1,000
DUES & SUBSCRIPTIONS	30-860-5300	500	500	500	500
MISCELLANEOUS EXPENSE	30-860-5700	500	500	500	500
WORKERS COMPENSATION	30-860-5800	2,000	2,000	2,000	2,000
SMALL EQUIPMENT- NON CAP	30-860-6000	2,000	2,000	2,000	2,000
CAPITAL OUTLAY: EQUIPMENT	30-860-7400	26,000	26,000	26,000	26,000
TOTALS		201,908	205,143	205,143	205,143

TECHNICAL SERVICES
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 30-860

Item	Remarks	Acct.	Qty	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
ISCO 3710 full size potable Wastewater Sampler	More sampling required	7400	1	3,000	3,000	3,000	3,000
New Pickup Truck	Replace Truck # 1247 - 1991 F150 with 201848 Miles - Can Save \$5300/year in fuel/ oil costs	7400	1	23,000	23,000	23,000	23,000
Total				26,000	26,000	26,000	26,000

CITY OF ASHEBORO
SYSTEMS MAINTENANCE DEPARTMENT
ORGANIZATIONAL CHART



SYSTEMS MAINTENANCE DEPARTMENT

GENERAL INFORMATION

The Systems Maintenance is responsible for performing maintenance at the Water and Wastewater Treatment Plants. They are also responsible for maintaining structures and pumps at the Lakes. Systems Maintenance routinely performs inspections and maintenance needs at the six (6) water tanks in the distribution system. This department is responsible for checking and maintaining twenty-six (26) lift stations throughout the wastewater collection system. Other requirements of the department include maintaining pressure reducing valves, air relief valves and other water system equipment.

OBJECTIVES

Maximize equipment life through proper preventative and breakdown maintenance.

Enhance competent and responsible mechanical personnel through training, certification and pride in professional performance.

Perform weekly checks at various sites throughout the water system to meet state and federal requirements.

**SYSTEMS MAINTENANCE
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012**

Code: 30-870

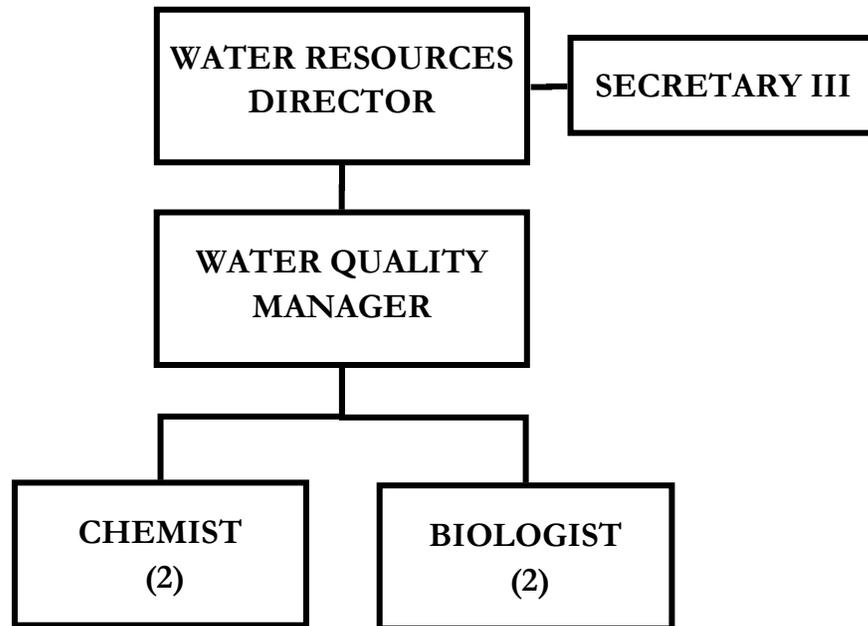
Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-870-0200	418,226	420,280	420,280	420,280
OVERTIME EXPENSE	30-870-0201	15,000	15,000	15,000	15,000
FRINGE BENEFITS	30-870-0700	116,328	127,626	127,626	127,626
TELEPHONE	30-870-1100	11,500	11,500	11,500	11,500
UTILITIES FUEL LIGHTS	30-870-1300	120,000	120,000	120,000	120,000
TRAVEL, SCHOOL AND CONFERENCE	30-870-1400	3,500	3,500	3,500	3,500
MAINTENANCE & REPAIR-EQUIPMENT	30-870-1600	1,000	1,000	1,000	1,000
MAINTENANCE & REPAIR-VEH PART	30-870-1700	8,000	8,000	8,000	8,000
MAINT & REPAIR - PUMP STATION	30-870-1800	140,000	140,000	140,000	140,000
GAS, OIL AND TIRES	30-870-3100	13,500	13,500	13,500	13,500
OFFICE SUPPLIES AND PRINTING	30-870-3300	2,000	2,000	2,000	2,000
OTHER SUPPLIES AND MATERIALS	30-870-3400	17,000	17,000	17,000	17,000
ODOR CONTROL BIOXIDE	30-870-3500	96,000	96,000	96,000	96,000
DEGREASER	30-870-3501	7,000	7,000	7,000	7,000
UNIFORMS AND ACCESSORIES	30-870-3600	8,000	8,000	8,000	8,000
DUES & SUBSCRIPTIONS	30-870-5300	1,000	1,000	1,000	1,000
MISCELLANEOUS EXPENSE	30-870-5700	1,000	1,000	1,000	1,000
WORKERS COMPENSATION	30-870-5800	11,000	11,000	11,000	11,000
CAPITAL OUTLAY: EQUIPMENT	30-870-7400	328,000	33,000	33,000	33,000
TOTALS		1,318,054	1,036,406	1,036,406	1,036,406

SYSTEMS MAINTENANCE
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 30-870

Item	Remarks	Acct.	Qty	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
Replace Truck 1236	Replace truck 15 years old with 150000 miles on it.	7400	1	33,000	33,000	33,000	33,000
Standby Generator for LS # 16	Purchase stationary generator and automated transfer switch for LS#16. Installed by Systems Maintenance.	7400	1	45,000			
Vac Truck	Replace obsolete 24 year old vac truck. In shop for constant repair. Ultra Vac is no longer in business and parts for the truck are getting difficult to find. W-S Maint has a vac truck but is does not meet our requirements for use	7400	1	250,000			
Total				328,000	33,000	33,000	33,000

CITY OF ASHEBORO
WATER QUALITY DEPARTMENT
ORGANIZATIONAL CHART



WATER QUALITY DEPARTMENT

GENERAL INFORMATION

The Water Quality Department operates North Carolina certified laboratories at the water and wastewater treatment plants. Personnel in this department perform physical, chemical and biological analysis of water and wastewater parameters for the plant operations, industrial survey and state and federal authorities. Commercial laboratories are required for specialized services and are coordinated through the Water Quality Department.

OBJECTIVES

Provide valid data through the performance of accurate laboratory analysis required for treatment of water and wastewater which is in accordance with current state and federal regulations.

Ensure customers have access to safe, pleasant drinking water required for public health.

Enhance competent and responsible operational personnel through training, certification and pride in professional performance.

Utilize the City of Asheboro / commercial laboratory services to provide the most efficient, cost effective analysis to meet and exceed all local, state and federal regulatory requirements.

Improve quality of life for customers and aquatic life.

WATER QUALITY
WATER & SEWER FUND EXPENDITURES ANNUAL BUDGET
FISCAL YEAR 2011-2012

Code: 30-880

Object of Expenditure	Number	FY 11-12			
		Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SALARIES AND WAGES	30-880-0200	251,599	260,296	260,296	260,296
FRINGE BENEFITS	30-880-0700	61,812	68,076	68,076	68,076
TELEPHONE	30-880-1100	1,500	1,500	1,500	1,500
TRAVEL, SCHOOL AND CONFERENCE	30-880-1400	4,200	4,200	4,200	4,200
MAINTENANCE & REPAIR-VEH PART	30-880-1700	1,000	1,000	1,000	1,000
GAS, OIL AND TIRES	30-880-3100	2,500	2,500	2,500	2,500
OFFICE SUPPLIES AND PRINTING	30-880-3300	2,000	2,000	2,000	2,000
OTHER SUPPLIES AND MATERIALS	30-880-3400	5,000	5,000	5,000	5,000
LAB CHEM & SUPPL - WW	30-880-3451	60,000	60,000	60,000	60,000
LAB CHEM & SUPPL - H2O	30-880-3452	40,000	40,000	40,000	40,000
UNIFORMS AND ACCESSORIES	30-880-3600	6,000	6,000	6,000	6,000
CONTRACTED SERVICES	30-880-4500	27,000	27,000	27,000	27,000
CONTR SERV LAB - WW	30-880-4601	25,000	25,000	25,000	25,000
CONTR SERV LAB - H2O	30-880-4602	25,000	25,000	25,000	25,000
PERMITS, FEES & CERTIFICATIONS WW	30-880-5101	1,500	1,500	1,500	1,500
PERMITS, FEES & CERTIFICATIONS H2O	30-880-5102	1,500	1,500	1,500	1,500
DUES & SUBSCRIPTIONS	30-880-5300	1,000	1,000	1,000	1,000
MISCELLANEOUS EXPENSE	30-880-5700	500	500	500	500
WORKERS COMPENSATION	30-880-5800	5,000	5,000	5,000	5,000
SMALL EQUIPMENT- NON CAP	30-880-6000	1,500	1,500	1,500	1,500
CAPITAL OUTLAY: EQUIPMENT	30-880-7400	325,500	65,505	65,505	65,505
TOTALS		849,111	604,077	604,077	604,077

WATER QUALITY
SPECIFIC EXPENDITURE DETAIL / CAPITAL OUTLAY REQUEST DETAIL

Code: 30-880

Item	Remarks	Acct.	Department Requested	Manager Recommended 5/5/11	Manager Recommended 6/9/11	Council Approved 6/28/11
SEMS Software Suite w/ training		7400	9,995			
TOC / DOC Analyzer	Run TOC / DOC in-house - No contracted services required.	7400	30,000			
FIMS - 100 unit (Hg)	Hg specific analysis unit	7400	20,000	20,000	20,000	20,000
DR 5000 spectrophotometer	Replacement of obsolete equipment	7400	8,000	8,000	8,000	8,000
DR 2800 spectrophotometer	Replacement of obsolete equipment	7400	3,000	3,000	3,000	3,000
Bacteriological Incubator	Replacement of 25 year old equipment	7400	6,500	6,500	6,500	6,500
BOD Incubator	Replacement of 25 year old equipment	7400	5,000	5,000	5,000	5,000
Sterlizer	Replacement of 25 year old equipment	7400	3,000	3,000	3,000	3,000
Electron Microscope	Advancement in technology (algae)	7400	20,000	20,000	20,000	20,000
Perkin Elmer DRCE ICP Mass Spec	Replace AA	7400	130,000			
GC -Mass Spectrophotometer	Analyze THM / HAA in-house - No contracted services required.	7400	100,000			
Total			325,500	65,500	65,500	65,500

BUDGET PROCESS

The budget is the single most important document presented to the City Council. It is primarily intended to establish policy determination but also serves the citizens by providing understanding of the City's operating fiscal programs. It reflects the City's commitment to maintaining necessary services, improving the quality of service and keeping the impact of taxes to the citizens at a minimum.

The City operates under an annual budget ordinance adopted in accordance with the provisions of the Local Government Budget and Fiscal Control Act. The budget ordinance is the legal basis of the budgetary accounting system and the standard by which proposed expenditures are measured. The balanced budget ordinance must be adopted prior to the beginning of the fiscal year. The ordinance is subjected to public inspection and a public hearing prior to adoption. The budget is considered balanced when estimated net revenue and appropriated fund balance equals appropriations.

The budget is adopted on a departmental basis and is prepared using the modified accrual method of accounting for all funds. All monies received and expended must be included in the budget ordinance. Departmental appropriations that have not been expended by the end of the fiscal year shall lapse.

The Budget Officer is authorized to transfer budgeted amounts within the departments but any revisions that alter total expenditures must be approved by the City Council through legislative action. All budget amendments must be reported in a public meeting of the Asheboro City Council and made a matter of record in the minutes.

The preparation of the budget not only requires structured guidelines but also the participation and cooperation of many participants and a carefully scheduled series of events.

The following summarized budget cycle is followed by the City in the formulation of the budget.

FORMULATE HISTORICAL DATA

During the first phase of the budget process the accumulation of past financial information is prepared by the Finance Department. The data concerning expenditures are segregated by operational departments to be used by department heads and management for performance evaluation and projection of resources required to meet departmental objectives.

PREPARATION OF DEPARTMENT REQUEST BY DEPARTMENT HEADS

Estimating departmental expenditures is the primary responsibility of the department head. When budgeting expenditures, the basic requirements established by the department head are requested. Funding will be sufficient to adequately operate the department and requested funding will be at the lowest reasonable level in order to achieve the departmental goals and objectives.

CONSOLIDATE PRELIMINARY BUDGET

The departmental requests are submitted to the Finance Officer in order to consolidate the individual departmental request into an overall budget. At this point, the focus of attention shifts from the departmental basis to the fund basis. Departmental capital outlay requests are analyzed in coordination with the approved (if applicable) Capital Improvement Budget. The Finance Officer projects resources through established revenue rationale and the formal budget review begins.

EVALUATE SERVICE PRIORITIES AND OBJECTIVES

This phase of the budgeting process is an important step in developing a fiscal plan which will achieve the City's program of service for the ensuing year. The budget document should reflect the service priorities of the Governing Body and citizens of Asheboro. A comprehensive review of service needs compared to departmental goals and objectives will be analyzed by the City Manager.

BALANCE PROPOSED BUDGET

After the City's program of service priorities have been established, a balanced plan for funding must be formulated. The City Manager must reconcile the growing demand for service with the limited resources available to the City. The budget is organized in final format together with various summaries and submitted to the City Council for legislative review.

LEGISLATIVE REVIEW

The City Council reviews the budget, department by department, with the City Manager during special work sessions. If necessary, departmental objectives and service priorities may be adjusted during this procedure. A copy of the budget will be filed with the City Clerk for public inspection and a public hearing will be scheduled prior to the formal adoption of the budget.

BUDGET ADOPTION

The adoption of the proposed budget is the culmination of the review of budget proposals by the City Council, Finance Director and City Manager. Adoption of the proposed budget by the Governing Body establishes the legal authority to incur expenditures in the next fiscal year.

CHART OF ACCOUNTS – STRUCTURE

PURPOSE

This chart of accounts is designated to provide a uniform and orderly list from which the City of Asheboro's Finance Department can elect uniform account codes.

PROCEDURE

Nine digit account numbers have been assigned in all cases. The first two digits are the fund codes and remain the same for assets, liabilities, revenues and expenditures within that fund.

Categorized, examples of these numbers are:

10 – General Fund

30 – Water and Sewer Fund

The third, fourth and fifth digits are basic account numbers for assets, liabilities, revenues and designated expenditures. In the two annually adopted budgets of the General Fund and the Water & Sewer Fund, these digits represent the departmental area of expense. In Special Revenue and Capital Project funds, these digits represent area of expense. They are numbered thusly:

101-199- Assets and Other Debits

201-299- Liabilities and Other Credits

301-399- Revenues

400-999- Expenditures – Departmental Expenditures

The last four digits are the sub-account codes in the assets, liabilities, and revenues and expenditure sections of the chart. These numbers are used to provide further detail. For example, these digits in the expenditure section of the General Fund and in the Water & Sewer Fund are used to indicate the object of expenditure.

ACCOUNT NUMBER STRUCTURE:

XX- XXX- XXXX

Fund _____

Basic Account _____

Sub-Account _____

Typical Revenue Account Number:

10-301-2010

General Fund – Ad Valorem Taxes-2010 Levy

Typical Expenditure Account

30 -840-3600

Water & Sewer Enterprise Fund - Water Maintenance - Uniforms and Accessories

DEFINITION OF FUND CODES

10 General Fund

The General Fund accounts for the revenues and expenditures of all City departments except those required to be accounted for in other funds.

30 Water and Sewer Fund

The Water and Sewer Fund is an enterprise fund which accounts for the operations of water treatment and distribution systems and the wastewater collection and treatment systems.

Note: The above referenced accounts are the permanent funds with annually adopted budgets. Project funds are created as needed.

DEFINITION OF REVENUE CODES

301-302 Ad Valorem Current Year

Revenue account showing taxes paid on personal and real property to include property of public service companies allocated by the Ad Valorem Tax Division of the State Department of Revenue.

303-305 Ad Valorem Prior Years

Collections of delinquent personal and real estate property taxes from years before the current levy. Sub-account numbers are used to indicate the year of the levy.

311 Tax Discounts

An account showing the 2% discount on ad valorem taxes paid from July 1 through August 31 each year.

314 Animal Taxes and Fees

License fee charged by the City for dogs and impoundment fees for animals picked up by the Animal Control Officer.

317 Tax Penalties and Interest

Penalty for late payment of ad valorem taxes.

320 ABC Board Distribution

Funds from the Asheboro ABC Board includes voluntary distribution as well as required Law Enforcement fee

325 Privilege Licenses & Business Licenses & Cable Franchise Fee

Includes business licenses imposed by local ordinance on the basis of a fixed rate per year.

326 Rezoning and Cemetery Fees

Charges for rezoning hearings, zoning applications and headstone placement fees.

- 329 Interest Earned on Investments
Revenue from interest on investments cash balances.
- 331 Concessions and Rents
Revenues from the sale of merchandise from concession operations and rents paid.
- 335 Miscellaneous Revenue
Includes a sub-account for rebate for ad valorem revenues lost due to the elderly exemption and revenues of a nature too insignificant to categorize.
- 336 Rental Vehicles Local Tax
Tax on rental vehicles in lieu of property tax on these vehicles.
- 337 Utility Franchise Tax
A state-shared tax remitted to municipalities quarterly. For budgetary purposes this is considered non-tax revenue.
- 343 Powell Bill
A state-shared tax on motor fuel which is distributed on the basis of population and street mileage to be used for the construction and maintenance of municipal streets.
- 345 & 346 Local Sales Tax
A local option sales tax collected by the N.C. Department of Revenue and transmitted to the county in which collected and the municipalities therein.
- 347 Solid Waste Disposal Tax
- 348 Alcoholic Beverage Tax Distribution
- 349 State Grants
Grants in aid received from or through the State or Federal Government for such purposes as construction of water and sewage treatment facilities, airports and urban renewal. Sub-account codes are used to identify specific restricted revenues.
- 350 Vice and Narcotics Allocation & US Treasury Funds Allocation
Monies received from the court system for confiscated money and materials from drugs, alcohol and gambling raids by the Police Department.
- 351 Court Costs – Fees
Facility fees and arrest fees.
- 352 Parking Violations
Monies from parking tickets.
- 353 Homeowners Recovery Funds
- 354 Grant Proceeds – Fire Department

- 355 Building Permits
Permits for construction or alteration of buildings. Charges are a fixed percentage of the cost of such construction or alterations.
- 356 Certificates of Occupancy
- 357 Inspection Fees
Fees for services of building, plumbing or electrical inspectors.
- 358 Charges for Services – Refuse Collection
Monies derived from collection of commercial garbage collection.
- 361 Sale of Cemetery Lots
Monies derived from the sale of plots in the City cemeteries.
- 365 Recreation Program and Facilities
Admission fees, sponsor fees, green fees, cart fees and various monies derived from the operation of various recreation facilities and programs.
- 367 Sales Tax Refund – State
Refunds from N.C. Department of Revenue for state and county sales taxes.
- 371 Sale of Water and Sewer Charges
City charges to customers for consumption of water and discharges of waste.
- 372 Sampling & Monitoring Fees, Surcharges, Septic Tank Discharge (Water and Sewer)
Additional charges to industry for sampling and monitoring of waste and special treatment for specific types of waste discharged.
- 373 Water Taps and Connection Fees
Fees for production of water taps and charges to connect new customers to the City water system.
- 374 Sewer Taps and Connection Fees
Fees for production of sewer taps and charges to connect new customers to the City sewer system.
- 375 Late & Reconnection Fees
Charges to renew water and sewer services which had been disconnected due to non-payment or vacancy.
- 381 Sale of Materials
For sale of materials or other property not considered a fixed asset pursuant to applicable state law.
- 383 Sale of Fixed Assets
Proceeds from the sale of surplus fixed assets such as machinery, equipment and vehicles.

- 385 Proceed from Issuance of Long-Term Debt
An alternative financing source that reflects the gross amount of long-term debt issued by the City which will be repaid at a specific future date.
- 397 Contributions from Other Funds
Permanent transfers from one fund to another within the same governmental unit. Use sub-account codes to identify each fund, agency or unit as appropriate.
- 399 Fund Balance Appropriated
An account to be used for budget purposes only. It is a balancing item in the budget to show the amount of the estimated fund balance at the end of the current year which is being carried forward to balance the budget.

DEFINITION OF DEPARTMENTAL EXPENDITURE CODES

- 410 Mayor and Governing Body
Includes the cost relating to the City Council.
- 420 Administration and City Manager's Office
Expenditures of the office of the City Manager.
- 440 Finance
Expenditures of the Finance Director including accounting, accounts payable, payroll and purchasing.
- 450 Legal Services & City Clerk
Retainers and payments for special services performed by the City Attorney.
- 480 Information Technology
Expenditures for maintenance of Internet servers, assist end users in technology issues, maintenance of pagers, radios and cellular phones.
- 490 Planning and Community Development
Expenditures for the Planning Department, zoning and enforcement.
- 500 Municipal Headquarters Building
Operating expenses of City Hall.
- 510 Police Department
Operational expenditures of the Police Department including Central Communications, Crime prevention, Narcotics Division, Special Operations Division and Investigative Division.
- 530 Fire Department
Includes cost incurred for firefighting and fire prevention.

- 540 Building and Fire Inspection Department
Accounts for the cost incurred to enforce the North Carolina Building Code to include building, plumbing, and electrical inspections. Also included are expense related to Fire Inspections done as per the NC Fire Code
- 550 Operations Division – Public Works
Cost of producing and maintaining City street signs and the operation of the sign shop and Public Works department and facility.
- 555 Fleet Maintenance – Public Works
The maintenance of the City fleet of vehicles and equipment for departments funded by the General Fund.
- 565 Street Maintenance
General Fund expenditures for the maintenance of City streets and right of ways. Includes Powell Bill expenditures for the maintenance of City streets and right of ways.
- 575 City Engineer Office
Cost of administration of Street, Public Building and other Public Works Departments.
- 580 Environmental Services Department
Accounts for the disposal of garbage and other similar waste materials through the use of a private contractor.
- 585 Recycling Transfer Station
Expenditures for disposal of solid waste and items to be recycled.
- 590 Human Resources
Cost of administration of the employee’s safety program, wellness, personnel administration and risk management functions of the City.
- 610 Community Support
Request from various community organizations for public participation in their programs.
- 615 Arts and Cultural Services
Funds to support Arts & Cultural Services types of activities such as Sunset Theatre and Farmer’s Market.
- 620 Recreation Services
Funds necessary for the recreation programs, facilities and administrative staff.
- 625 Municipal Golf Course
Accounts for the operation and maintenance of the Municipal Golf Course.
- 630 Library
City cost for certain building and operational costs incurred in operation of the Asheboro / Randolph County Library.

- 640 Facilities Maintenance
Cost incurred for the maintenance of the grounds of the City's public facilities.
- 650 Airport Authority
Includes City's contribution to fund the cost of operating the airport.
- 720 Billing and Collecting
The expense of billing and collecting water and sewer user fees.
- 810 Water Meter Operations
Expense for meter reading and maintenance.
- 820 Water Supply and Treatment
Includes the cost of operating the water plant and supplying water to users.
- 830 Wastewater Treatment
Expenses incurred for the operation of the wastewater treatment plant.
- 840 Water Maintenance
Cost of maintaining the City water line system.
- 850 Wastewater Maintenance
Cost of maintaining the City wastewater collection system.

DEFINITIONS – OBJECT OF EXPENDITURE CODES

- 02 Salaries and Wages
Gross earnings of all employees.
- 04 Professional Services
Auditing, management consulting, engineering architectural services and other subcontracted services.
- 07 Fringe Benefits
Employer's portion of the contribution for retirement compensation, group insurance and Christmas baskets.
- 11 Telephone
Cost of communications.
- 13 Utilities
Heating and utility cost for public buildings including electricity for street lights and traffic signals.

- 14 Travel, Schools and Conferences
Expenses of governmental officials and employees while away from their normal work stations on public business and attending workshops and training sessions.
- 15 Maintenance and Repairs – Buildings
Cleaning, painting and repairs to public buildings.
- 16 Maintenance and Repairs – Equipment
Service and repairs to mechanical equipment such as heavy construction equipment and office machines. Includes annual maintenance contracts.
- 17 Maintenance and Repairs – Vehicles
Service and repairs to automotive equipment.
- 31 Gas, Oil and Tires
Fuel, lubricants and tires for City owned vehicles.
- 33 Office Supplies and Printing
Supplies and materials for office operations normally and routinely required for the operation of the department.
- 34 Other Supplies and Materials
Supplies and materials normally and routinely required for the operation of the department.
- 36 Uniforms
Cost of uniforms and any other special clothing required to be worn by the employees.
- 40 Awards and Recognitions
Cost incurred relating to the Employee Service Awards Program.
- 44 Contracted Maintenance and Repair – Vehicles
Payments to contractors for repair to vehicles.
- 45 Contracted Services
Payments to contractors for contractual services.
- 53 Dues and Subscriptions
Memberships in professional societies for governmental officials and subscriptions to technical publications. Includes dues assessed on annual basis by advisory governmental groups.
- 54 Insurance and Bonds
Liability and property damage insurance on autos and trucks, fire insurance on public buildings and facilities, fidelity bonds on public officials, and any other type of insurance other than group insurance.

- 57 Miscellaneous
Expenses of a general or non-recurring nature which are too insignificant to be classified elsewhere.
- 58 Workers Compensation
Insurance for job related injuries.
- 60- Small Equipment- Equipment less than Capitalization threshold. ex: most computers
- 71 Capital Outlay: Land
The acquisition of real property.
- 74 Capital Outlay
Machinery, equipment, furniture and fixtures of too permanent a nature to be considered expendable at time of purchase. Account includes heavy construction equipment, automobiles, trucks, office machines, furniture and the like.
- 81 Principal Maturities on Long-Term Debt
Amount paid for principal on funded debt owed by the City.
- 82 Interest on Long-Term Debt
Amount paid for interest on funded debt owed by the City.
- 83 Fiscal Agent Fees
Used to record expenditures relating to long-term debt administration.

Note: Accounts are added and changed throughout the year as needed.

BUDGET GLOSSARY

Ad Valorem Taxes – Revenue accounts showing taxes paid on real property, personal property and property of public service companies allocated by the Ad Valorem Tax Division of the State Department of Revenue.

Appropriation – An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation – A value that is established for real or personal property for use as a basis to levy property taxes.

Bond – A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets and bridges.

Budget – A plan for raising and spending money for specific purposes during a fiscal year.

Budget Amendment – A legal procedure utilized by the City staff and City Council to revise a budget appropriation.

Budget Calendar – The schedule of key dates which the City's departments follow in the preparation, adoption and administration of the budget.

Budget Document – The instrument used by the budget-making authority to present a comprehensive financial program to the City Council.

Budget Message – The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

Budget Ordinance – The official enactment by the City Council to establish legal authority for the levying of taxes and appropriation of funds for specific purposes during a fiscal year.

Budgetary Control – The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Asset – Tangible property with an expected useful life in excess of one year.

Capital Outlays – Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

Capital Improvement Program – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

Cash Accounting - A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

Cash Management – The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships.

Contingency Account – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise included in the budget.

Debt Services – The City’s obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

Delinquent Taxes – Taxes that remain unpaid on and after the due date on which a penalty for non-payment is attached.

Department – An organizational unit responsible for carrying out a major governmental function.

Department Budget – A budget which uses departmental total as the basis for limiting expenditures. The City of Asheboro uses a departmental budget.

Depreciation – The process of estimating and recording the expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair.

Disbursement – Payment for goods and services in cash or by check.

Encumbrance-The commitment of appropriated funds to purchase an item or service. To encumber funds is to set aside or commit funds for future expenditures.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. The enterprise fund in Asheboro provides water and sewer services.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year. The amount revenue appropriated is the amount approved by the City Council.

Expenditure – This term refers to the outflow of funds paid or to be paid for an asset, debt-retired or goods and services obtained regardless of when the amount is actually paid. This term applies to all funds.

Expenses – Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other non-capital charges.

Fiscal Year – The time period designating the beginning and ending period for recording financial transactions. The City of Asheboro’s fiscal year begins July 1st and ends June 30th.

Fixed Assets – Assets of long term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Fund – An accounting entity that has a set of self balancing accounts and that records all financial transactions for specific activities or government functions.

Fund Balance – Fund balance is the excess of assets over liabilities and is sometimes referred to as fund surplus.

Function – A group of related programs crossing organizational (department) boundaries and aimed at accomplishing a broad goal or accomplishing a major service.

General Accepted Accounting Principles (GAAP) – Uniform minimum standards of, and guidelines for financial accounting and reporting. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practices.

General Fund – The General Fund accounts for the financial resources of the government not required to be accounted for in another fund. General Fund revenues include property taxes, licenses and permits, local taxes and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, public works, general governmental administration, recreation, and economic and physical development.

General Ledger – A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

General Obligation Bonds – Bonds that finance a variety of public projects such as water and sewer plants, buildings and improvements; the repayment of these bonds is usually made from the General Fund and the Water and Sewer Fund. These bonds are backed by the full faith and credit of the issuing government.

Grant – A contribution by a government or other organizations to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed by the grantee.

Interfund Transfers – Amounts transferred from one fund to another.

Intergovernmental Revenue – Revenue received from another government for a specific purpose.

Inventory– A detailed listing of non-capital, tangible property currently held by the government.

Levy – To impose taxes, special assessments, or service charges for the support of City activities.

Line Item Budget – A budget that lists each expenditure category (salaries, materials, telephone, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Local Government Budget and Fiscal Control Act – This act governs all financial activities of local Governments within the State of North Carolina. (North Carolina General Statutes 159.7 through 159.42)

Long Term Debt – Debt with a maturity of more than one year after the date of issuance.

Maturities – The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Modified Accrual Accounting – A basis of accounting in which expenditures are accrued but revenues generally are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually “measurable” and “available for expenditure”.

Objectives – A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should imply a specific standard of performance for a given program.

Object Code – An expenditure category, such as salaries, supplies or vehicles.

Operations – The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as supplies, utilities, materials, and travel.

Operating Transfer – Routine and/or recurring transfers of assets between funds.

Property Tax – Property taxes are levied on both real and personal property according to the property’s valuation and the tax rate.

Retained Earnings – An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

Revenue – Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Restricted Fund Balance – An account used to indicate that a portion of a fund’s balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Service Level – Services(s) or product(s) which comprise actual or expected output of a given program. Focus is on results, not measures of workload.

Source of Revenue – Revenues are classified according to their source or point of origin.

Special Assessment – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

State Shared Revenue – Funds remitted by the state to municipalities; mostly taxes collected by the state. Includes the utility franchise tax, Powell Bill allocation for state street expenditures, local option sales tax and food stamp sales tax and inventory tax rebate.

Unencumbered Balance – The amount of an appropriation which has not been expended or committed for use. It is essentially the amount of money still available for future purchases.